



**World Energy Cities Partnership
2017 Annual General Meeting
Board of Directors Meeting Minutes
Halifax Council Chamber – 13:15 – 15:30**

Member Cities Present:

Lord Provost Barney Crockett - Aberdeen, UK

Yasa Ratnayake - Aberdeen, UK

Bruce Raw – Cape Town, South Africa

Mayor Fahad M. Aljubayr – Dammam, Saudi Arabia

Mayor Johnny Søtrup - Esbjerg, Denmark

Otto Jespersen - Esbjerg, Denmark

Tom Nielsen - Esbjerg, Denmark

Karsten Rieder - Esbjerg, Denmark

Thomas Reil - Esbjerg, Denmark

Mayor Michael Savage - Halifax, Canada

Nancy Phillips - Halifax, Canada

Jessica Bradley - Halifax, Canada

Clara Heroux Rhymes - Halifax, Canada

Željka Momirović - Houston, USA

Mohd Najib Mohd - Kuala Lumpur, Malaysia

Azwan Shakur - Kuala Lumpur, Malaysia

Sulaiman bin Mohamed - Kuala Lumpur, Malaysia

Daniel High - Perth, Australia

Elizabeth Lawrence - St John's, Canada

Mayor Christine Sagen Helgø - Stavanger, Norway

Kristin Reitan Husebø - Stavanger, Norway

May Endresen - Stavanger, Norway

Luis Arcadio Gutiérrez León - Villahermosa, Mexico

Vijitha Bollineni - Treasurer

Matthew Shailer - General Secretariat

Thomas Pommier - General Secretariat

Observers:

Madelaine Certain - Barranquilla, Colombia

Camilo Morales - Barranquilla, Colombia

Diana Pérez Camacho - Barranquilla, Colombia

Alberto Vives - Barranquilla, Colombia

Kemela Okara - Yenagoa, Nigeria

Patience Ranami Abah - Yenagoa, Nigeria

Tamunoye Alazigha - Yenagoa, Nigeria

Denzil Kentebe - Yenagoa, Nigeria

L. Fubara Anga - Yenagoa, Nigeria

Linda Anukwuem - Yenagoa, Nigeria

I. Presentation about Halifax – Mike Savage, Mayor of Halifax

Mayor Mike Savage presented Halifax as a welcoming city which is growing increasingly diverse. He was pleased to announce that more than 3,800 people between the age of 25 and 29 migrated to Halifax in 2016.

Before and after pictures of the downtown core were projected, showing a significant number of new construction. Mayor Savage noted that Halifax's startup sector, in particular, is growing quickly and that Halifax is fast becoming a tech hub within Canada.

Mayor Savage also talked of Halifax as a tourist destination and a gateway to the world, pointing to the more than 15,000 people that the city welcomed the previous day from cruise ships mooring in the Port of Halifax.

II. Welcome and Call to Order – Mike Savage, Mayor of Halifax

Mayor Mike Savage called the meeting to order at 13:30.

III. Minutes

Mayor Mike Savage introduced the “2017 WM - Board of Directors Meeting Minutes” for approval.

Mr. Daniel High made the motion to approve the minutes; Ms. Elizabeth Lawrence seconded the motion. All voted in favor of the motion; the motion passed.

IV. Committee Reports

a. Ad-Hoc Strategy - Ms. Nancy Phillips

Ms. Nancy Phillips thanked the delegates for participating in the strategic planning session on October 1, 2017 and informed that the consultants will prepare a draft strategic plan, based on the results of the session, including defined goals and actions. Ms. Phillips also advised that the draft plan will be circulated to all Member Cities with a timeline for feedback, approvals and completion of the process.

Mr. Matthew Shailer formally announced his resignation from the City of Houston, effective October 16, 2017, and therefore from his role as Executive Director of the WECF. He recommended that a full-time professional staff person take over the Executive Director role. To that end, amendments to the by-laws, allowing the Executive Director position to be a salaried position, were prepared by the Secretariat and reviewed by a legal counsel. Mr. Shailer further recommended that Thomas Pommier be promoted to the Executive Director position, explaining that the City of Houston will continue to house the Secretariat and provide support.

Mr. Matthew Shailer introduced the proposed amendments to Article IV, Section 13 and Article V, Section 7 and Section 11 of the bylaws for approval.

Lord Provost Barney Crockett made the motion to approve the amendments; Mr. Daniel High seconded the motion. All voted in favor of the motion; the motion passed.

Mr. Shailer noted that the legal counsel will review the motion and produce the Fifth Amended and Restated Bylaws of the World Energy Cities Partnership. Once produced, the amended bylaws will be distributed to all members. Mr. Shailer also clarified that no changes to the budget were planned as a result of these amendments or of Mr. Pommier’s promotion to the Executive Director position.

Mayor Mike Savage thanked Mr. Shailer for his five years of service with the organization and presented him with a token of appreciation.

b. Economic Development Committee - Ms. Kristin Husebø

Ms. Kristin Husebø noted that the committee is eager to support the objectives of the organization, enhance and grow the economies of Member Cities and provide value to the membership. The committee will continue to focus on the 3 “pillars” discussed at the 2016 AGM in Cape Town:

1. Sharing and learning
2. Collaborating and developing
3. Facilitating and creating opportunities for business and communities

Moving forward, Ms. Husebø stated that the committee intends to continue the b2b matchmaking program during future AGMs. She congratulated Halifax on their efforts to organize the pilot b2b program and explained a similar methodology will be used for the next AGM. She added that Halifax agreed to share best practices and lessons learned with the future host city.

Ms. Husebø noted that the country profiles developed as part of preparations for the pilot b2b program have been posted on the WECP website. The production of a similar but city-specific document was discussed. She added that each city would be responsible for keeping their respective country and city profiles up-to-date.

The committee will also work to improve the Houston networking reception, adding opportunities for b2b engagements at the event. Ms. Husebø explained that cities agreed to share contact information for business delegations attending the Offshore Technology Conference (OTC). The Secretariat will compile the information using a template that Ms. Elizabeth Lawrence offered to provide.

Finally, Ms. Husebø reported that, in committee session, Stavanger and Halifax shared their respective experiences as participants in the Massachusetts Institute of Technology Regional Entrepreneurship Acceleration Program (MIT REAP). Both cities will continue to share insights with the membership.

c. Education Committee - Mr. Daniel High

Mr. Daniel High noted that members would be responsible for keeping their education directories - published on the website - up-to-date. He explained that the committee expressed a desire to focus on the innovation and startup sector.

Mr. High also noted that Cape Town shared information on a renewable energy training facility which is currently under-utilized. Mr. Bruce Raw agreed to explore potential opportunities for collaboration and to report back to the Secretariat in advance of the next working meeting in Houston.

d. Environment Committee - Mr. Bruce Raw

Mr. Bruce Raw highlighted that presentations on “Renewable Energy and Local Governments” in Cape Town and the panel discussion on “Sustainability vs. Rising Energy Demand” were followed-up by panel discussions at the CORE conference this past week.

Mr. Raw further noted that, in committee session, Perth presented a digital platform its sustainability team developed and the improvements achieved in measuring and tracking progress in energy efficiency, water conservation and the emission reductions and cost savings associated to it.

Moving forward, Mr. Raw recommended a new best practice document be completed to be presented at the May working meeting.

Mayor Mike Savage gave the floor to Mayor Fahad Mohammad Aljubayr.

Mayor Aljubayr reported that the Eastern Province Municipality has long been committed to reducing their energy consumption and has recently made noteworthy progress. Mayor Aljubayr explained that a plan was developed for energy reduction and technology upgrades for municipal services in 22 cities. More specifically, the municipality of Dammam has undertaken large-scale deployment of LED lighting and automated controls for streetlights, in addition to solar lighting solutions for a select group of parks. First, regional standards for LED fixtures had to be set. This was critical to realizing true savings over the lifecycle of the fixtures under the extreme weather conditions that the region faces. Current LED projects have resulted in 40% energy savings annually, and an estimated 70% of maintenance costs will be offset throughout the 7-year lifecycle of the fixtures. The utilization of Power Line Controls (PLC) to identify maintenance issues and program on-and-off lighting cycles resulted in an additional 23% savings and further savings are anticipated to result from the ability to wirelessly dim streetlights during low traffic hours. Combined savings from current technology upgrades average 60%.

Mayor Aljubayr also highlighted that the City of Dammam was able to dramatically expand its LED streetlight program in spite of challenging budget times by converting existing streetlights into leasable cell towers (BTS) that generate revenue for the city. The Eastern Province Municipality also completed a full analysis of multiple department processes and developed new processes to streamline approvals and fast-track technology upgrades.

e. **Communications Committee - Mr. Thomas Reil**

Mr. Thomas Reil noted the city profiles on the WECP website have all been updated and announced that more than 20 energy-related events have been added to website's events calendar. He also highlighted that the AGM websites produced by Cape Town and Halifax have proved to be important anchor points in planning for the AGMs, allowing the press and those interested in the WECP to have access to the schedule of activities.

Mr. Reil informed the board that Halifax has prepared a press release for members to distribute in their respective cities once translated. The press release mentions Mayor Mike Savage's re-election as President, Lord Provost Barney Crockett's election as Vice President, the pilot b2b matchmaking program and the panel discussions that took place throughout the week.

Mr. Reil reported the production of two success stories, one about a collaboration between innovation hubs in Perth and Houston and the second, still in the works, about the latest Rørpost exhibit in Halifax.

Mr. Reil stated that the committee is dedicated to further promoting the WECP, explaining that the committee would create a consistent boilerplate in English for the members' respective city websites. Once the template is complete, the Secretariat will distribute to the membership.

Mr. Reil also noted that a baseline report was completed on social media analytics. The report shows that while activity peaks around bi-annual gatherings, the WECP should strive to

communicate more in between meetings. To this end, he reiterated the committee's desire to find a way to procure a dedicated intern to enhance the organization's social media presence.

Mayor Mike Savage thanked the committee for their ongoing efforts and positive outcomes.

Ms. Nancy Phillips specified that Halifax has drafted three press releases for distribution during and after the 2017 AGM in Halifax including:

- The re-election of the President and election of the Vice President.
- The Rørpost Art collaboration.
- The MoU renewal between Halifax and Aberdeen.

Ms. Phillips noted that these releases would be distributed to all cities and would help generate positive media coverage for the WECP.

f. **Membership Committee - Mr. Thomas Pommier**

Mr. Thomas Pommier introduced the "Membership Standing Report" and asked for approval as presented. Mr. Pommier noted three cities are at risk of losing their membership due to lack of attendance at meetings or non-payment of membership fees: Doha, Luanda, and Rio de Janeiro.

Mr. Pommier explained the Secretariat continues to work with the Consulate General of Qatar in Houston to reconnect with Doha. He explained that contact was lost due to the appointment of a new mayor in Doha and proposed that an exception could be made if the Secretariat was successful in getting a firm commitment from Doha before the end of the calendar year.

Mr. Pommier informed the Board that Luanda has had challenges with their banking systems and that the Secretariat will continue to work with them and the Consulate General of Angola to find an alternative payment method.

Mr. Pommier explained that Stavanger offered to assist with attempts to reconnect with Rio de Janeiro. He noted that an official letter from Mayor Savage, offering to schedule a phone conversation with Mayor Crivella, was sent and received by the International Relations Department of the Mayor's Office of Rio de Janeiro. In response, Rio sent an official letter declining the invitation to attend the AGM. Mr. Pommier proposed that, given the lack of interest from the current Mayor's Office, contact could be kept through an alternate organization. However, he recommended that Rio de Janeiro's membership should be terminated if there are no improvements before the end of the year.

Mayor Christine Sagen Helgø highlighted the importance of Rio as a partner for the City of Stavanger and reaffirmed Stavanger's intent to support the Secretariat in its efforts to re-engage the City of Rio de Janeiro.

Mr. Thomas Pommier asked for approval of the "Membership Standing Report".

Mayor Christine Sagen Helgø made the motion to approve the report; Lord Provost Barney Crockett seconded the motion. All voted in favor of the motion; the motion passed.

Mayor Mike Savage gave the floor to Ms. Elizabeth Lawrence.

Ms. Lawrence read a communication from Mayor Dennis O'Keefe, notifying the members of his decision not to run for re-election:

"I decided not to run in the municipal election at the end of September and will officially finish as Mayor on Friday, October 6th. It was a difficult decision having fought six elections successfully over the past twenty years. However, in the end I felt it was the right time for me to enter a new phase in my life and meet new challenges. During my three terms as Mayor of St. John's, one of the highlights has been the experience and pleasure of working with my fellow Mayors in the Partnership! There is so much to learn from each other and many future opportunities for collaboration.

I wish the Mayors and WECP all the best as you move forward in the coming years.

As for me, I will be very busy as new opportunities and experiences come my way and my five grandchildren demand more time with "Pop"."

Ms. Lawrence noted there would be a new Mayor of St John's within the next week.

Mayor Savage thanked Mayor O'Keefe for his contributions and stated that his presence will be missed.

g. AGM Committee - Mr. Mohd Najib Mohd

Mr. Mohd Najib Mohd congratulated Mayor Mike Savage and his Halifax team for successfully organizing the 2017 AGM. Moving forward, he officially presented Kuala Lumpur's bid to host the 2018 AGM. The AGM would take place October 15-19, 2018 and would coincide with the International Greentech & Eco Products Exhibition & Conference Malaysia (IGEM). He outlined his office would support any visa requirements for travel.

Malaysia gained independence in 1957 and has three levels of government: federal, state and local. The Mayor of the City is appointed and serves for four years. There have recently been several major announcements in the city such as commercial agreements, MoUs, etc. The city provides many shopping venues, green spaces and attractions and provides many transportation options. Last September the city successfully hosted the Asian Games and has also hosted many other large events. A promotional video of Kuala Lumpur was projected and Mr. Mohd presented a draft itinerary for the AGM. He advised the members that there would be a social program for those who wish to arrive early.

Mayor Christine Sagen Helgø thanked Kuala Lumpur for the presentation and asked for more information about participants to the IGEM conference.

Mr. Mohd explained that the conference attracts private sector delegates (green energy, green transport, green building, waste technology and management, clean water technology and management), as well as government representatives. In 2016, IGEM hosted a total of 350

exhibitors and 33,903 visitors from 30 different countries. He added that the cities of Tokyo, Seoul and Jakarta are regular attendees and that the City of Kuala Lumpur intends to invite them to observe some of the WECP activities.

Mayor Mike Savage called for a vote to approve Kuala Lumpur as the host city for the 2018 AGM. All voted in favor; the motion passed.

h. Finance Committee - Mr. Thomas Pommier

Mayor Savage introduced the WECP's new treasurer, Ms. Vijitha Bollineni. Ms. Bollineni deferred to Mr. Thomas Pommier to present the financial statements. Mr. Pommier noted Ms. Bollineni's experience and that she had already helped to streamline financial processes for the organization.

Mr. Pommier presented the "Unaudited Financial Statements for the Third Quarter Ended September 30, 2017 and forecast to December 31, 2017" and requested their approval.

Mayor Savage offered that his travel allowance as President be used towards travel to visit member cities in the future.

Mr. Daniel High made the motion to approve the financial statements; Mayor Christine Sagen Helgø seconded the motion. All voted in favor of the motion; the motion passed.

Mr. Pommier presented the "Budget for the Year Ending December 31, 2018" and requested their approval.

Lord Provost Barney Crockett moved the motion to approve the budget; Mayor Johnny Sørtrup seconded the motion. All voted in favor; the motion passed.

Mr. Mohd Najib Mohd asked for clarification on Annex 5 regarding the compensation of the Executive Director.

Mr. Pommier clarified that the bylaw changes would not affect the budget and the amount allocated to his salary and the employment taxes associated to it would remain at \$40,000 annually.

V. General and Announcements

Mr. Thomas Pommier asked for nominations for a member to serve as the next President of the WECP.

Lord Provost Barney Crockett and Mayor Johnny Sørtrup nominated Mayor Mike Savage; Mr. Daniel High seconded. All voted in favor; the motion passed.

Mr. Thomas Pommier asked for nominations for a member to serve as the next Vice President of the WECP.

Mr. Daniel High nominated Lord Provost Barney Crockett; Ms. Elizabeth Lawrence seconded. All voted in favor of the motion; the motion passed.

Mayor Mike Savage thanked Cape Town for their past contribution as Vice President and for the successful AGM in 2016.

VI. Presentations by applicant cities

Ms. Nancy Phillips reiterated the process for cities applying to become members of the WECP. She noted both Barranquilla, Colombia and Yenagoa, Nigeria would present their business case for membership and specified the vote would not take place at the AGM. Instead, to allow time for cities to ask any questions, the Secretariat will give the members a month to vote electronically. The successful applicant cities will then be invited to the working meeting in May 2018, when their memberships will be formally ratified.

a. Barranquilla, Colombia

Ms. Madelaine Certain explained that her team distributed information about their city to each delegate participating in the AGM. As Chief of Economic Development for Barranquilla, Ms. Certain stated that Barranquilla believes in collaboration, sharing knowledge, addressing environmental challenges and engaging the community. Barranquilla strongly believes local governments must facilitate opportunities for businesses and citizens. Ms. Certain reiterated that the City of Barranquilla is fully committed to comply with the WECP membership requirements and introduced the members of her delegation: Camilo Morales, WECP officer, Alberto Vives, Business Association Manager, Diana Perez, Academic Vice Director.

A promotional video, including a message from Mayor Alejandro Char and supporting message from business leaders, was projected.

Mr. Alberto Vives spoke as representative of the National Association of Colombian Entrepreneurs (ANDI), promoting industry development, projects and fostering innovation. Barranquilla is the fourth largest city in Colombia with a population of 1.5 million people and is strategically located for import and export. Barranquilla is a modern city and boasts top schools, universities, parks and entertainment, a diverse and dynamic economy, and the second lowest unemployment rates in the country. Mr. Vives invited the Member Cities to increase trade, technology and knowledge transfer and partnership opportunities.

Mr. Camilo Morales thanked Halifax for an enjoyable AGM and all the delegates for their energetic participation. He explained that the oil & gas sector in Barranquilla is a main source of prosperity. Mr. Morales noted that thanks to investments in the energy sector, Barranquilla boasts the 2nd best infrastructure in Latin America. Since the country recently doubled its energy production, more than 100,000 houses and more than 50,000 kilometers of new roads have been built in Barranquilla. Looking to the future, Mr. Morales asked that the Member Cities help Barranquilla grow its footprint in energy sector, including in green energy industries.

Mr. Morales thanked Aberdeen for their positive energy and for their support, explaining that Barranquilla was the only Colombian city to join a national trade mission to Aberdeen, last year, and

expressed his commitment to ensure Barranquilla meets all WECP membership requirements and become an active and valuable member of the WECP.

b. Yenagoa, Bayelsa State, Nigeria

Mr. Kemela Okara thanked Mayor Savage and all the delegates for welcoming his delegation and apologized on behalf of the Governor of Bayelsa State for his inability to attend, as Independence Day celebrations conflicted with the AGM.

Mr. Okara presented information about Yenagoa and Nigeria. He noted that Yenagoa is the capital of Bayelsa State and the birthplace of the oil and gas industry in Nigeria. Bayelsa State holds the largest gas reserves in Nigeria, contributing a third of the country's oil and gas revenue and 60% of its LNG exports, and is a natural access point for international trade in West Africa and the Gulf of Guinea. Mr. Okara noted that the Nigerian Content Development Monitoring Board (NCDMB), headquartered in Yenagoa, has established a \$700 million fund to build local capacity in the oil and gas industry. He emphasized the ambition of the City of Yenagoa to become Africa's model economy by facilitating gas to power generation and gas-based industrialization, and generally stimulating the multiplier effect of gas in the domestic market.

Mr. Okara added that Yenagoa hosts two universities with oil and gas training and research supported by the private sector. Moving forward, he expressed the City of Yenagoa's wish to establish partnerships and its commitment to the goals and vision of the WECP. Mr. Okara assured the members that Yenagoa would seek to be an active participant, adding value and collaborating to benefit the organization as a whole.

VII. Meeting Adjourned

Ms. Nancy Phillips expressed her appreciation to the organizing team for their efforts towards a successful AGM.

Lord Provost Barney Crockett thanked the host and members for their participation.

Mayor Mike Savage congratulated Mr. Thomas Pommier on his promotion to the role of Executive Director.

Mayor Savage adjourned the meeting at 3:10 pm.