



**KINGSTON ENVIRONMENTAL ADVISORY FORUM
MEETING No. 03-2010
AGENDA**

**Monday 08th February 2010 at 7:00 – 9:00 p.m.
in the Wilson Room, Kingston Public Library
KEAF page on the City Website: www.cityofkingston.ca/keaf**

COMMITTEE COMPOSITION

Councillor Foster
Councillor Osanic
Mr. Theodore Hsu, Co-Chair
Mr. David Carnegie
Mr. Robert Foster
Mr. Matthew Gventer
Mr. Darko Matovic
Ms. Bardi Vorster

Councillor Matheson
Mr. Tom Carpenter, Co-Chair
Mr. Ted Bailey
Mr. Ian Dubin
Ms. Janis Grant
Mr. David Kay
Mr. Harold Pickering

TECHNICAL REPRESENTATIVES

**Catarauqui Region
Conservation Authority**
Mr. Peter Hebert
Ms. Sara O'Neill

Royal Military College
Dr. Barb Zeeb
Dr. Ken Reimer – alternate

St. Lawrence College
Mr. James May
Ms. Romy Baur – alternate

Queen's University
Dr. Vicki Remenda
Mr. Aaron Ball
Dr. Kunal Karan–alternate
Dr. Boyd Davis– alternate

**Kingston Frontenac Lennox &
Addington Public Health**
Mr. Andy Dubchak – alternate

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- 1. MEETING TO ORDER**
 - 2. WELCOME and INTRODUCTIONS**
 - 3. DISCLOSURE OF PECUNIARY INTEREST**
 - 4. CONFIRMATION OF AGENDA**
 - 5. CONFIRMATION OF MINUTES**

THAT the Minutes of the Kingston Environmental Advisory Forum Meeting No. 02-2010 held 18 January 2010 be confirmed.

6. DELEGATIONS

*Moved by Mr. Foster
Seconded by Mr. Carpenter*

***THAT** the Kingston Environmental Advisory Forum waive the rules of By-Law No. 98-1, "Council Procedural By-Law", in order to amend the agenda to allow a delegation by Rod Muir, Waste Diversion Campaigner, Sierra Club Canada on the subject of "Approaches to managing our waste stream".*

7. BRIEFINGS**8. REPORTS****9. BUSINESS****a) Discussion regarding the ' Active Community Charter Trails for Active Transportation – Kingston Community Report'.**

A copy of Report EITP 09-029 was attached to the 13 October 2009 EITP agenda. The full document can be viewed at <http://www.cityofkingston.ca/cityhall/committees/infrastructure/agendas.asp>

Recommendation of the Environment, Infrastructure and Transportation Policies Committee on 13th October 2009:

THAT a copy of the Active Community Charter Trails for Active Transportation – Kingston Community Report be forwarded to the Kingston Environment Advisory Forum (KEAF) for discussion.

Mr. Ted Bailey will provide an update.

b) Update regarding Digitized KEAF new members package index – by Ms. Bardi Vorster
Distributed Separately**c) Update regarding KEAF Annual Report – by Mr. Ian Dubin****10. WORKING GROUP UPDATES****a) Inner Harbour Group (IHG)**
(Dr. Laing, Dr. Remenda, Ms. Vorster)**b) Partners in Climate Protection Group (PCP)**
(Ms. Grant, Mr. Carnegie, Mr. Foster, Mr. Hsu, Mr. Pickering, Ms. Vorster)**c) Communications – Environmental Strategy Group**
(Mr. Bailey, Mr. Carpenter, Mr. Foster, Mr. Gventer, Mr. Kay, Mr. May, Councillor Osanic, Mr. Dubin)**11. OTHER BUSINESS****12. SHOW AND TELL ITEMS:****13. UPCOMING EVENTS:**

14. CORRESPONDENCE/DOCUMENTS**Documents**

- a) Submission by AMO to the Provincial Government regarding the use of Local Improvement Charges.

Distributed Separately by e-mail 01 February

Correspondence Received as Information

- a) Correspondence dated 13 January 2010 from Mr. Guy Oram, 'SPLASH – Sustainable Practices Leave a Sustainable Heritage' regarding the environmental consequences of the Poker Run and the report to City Council.

Copies of the following correspondence were sent out from the Clerks' Department, and will be available at the meeting if a member wishes to review the full document:

Memorandums dated 6 January 2010 from Ms. Carolyn Downs, City Clerk to:

- a) Mr. Gerard Hunt, CAO, Chief Administrative Officer regarding 'Correspondence Referred To KEAF From Splash Sustainable Practices Leave A Sustainable Heritage'.

Memorandums dated 20 January 2010 from Ms. Carolyn Downs, City Clerk to:

- a) Mr. Gerard Hunt, CAO, Chief Administrative Officer and Ms. Cynthia Beach, commissioner, Sustainability & Growth regarding 'Motion (2), January 19, 2010 – Poker Run'.

Memorandums dated 22 January 2010 from Ms. Susan Powley, Committee Clerk to:

- a) Ms. Cynthia Beach, Commissioner, Sustainability & Growth regarding 'KEAF Request for a Staff Briefing and Report regarding an Environmental Considerations Section on City Reports'.
- b) Mr. Jim Keech, President & CEO, Utilities Kingston regarding 'KEAF Request for Indications of Reduction of Wrapping Paper Through Recycling'.

Memorandum dated 02 February 2010 from Mr. John Bolognone, Acting City Clerk to:

- a) Mr. Gerard Hunt, CAO, Chief Administrative Officer and Ms. Cynthia Beach, commissioner, Sustainability & Growth regarding 'Motion (2), February 2, 2010 – Poker Run'.

15. DATE OF NEXT MEETING

The meetings for 2010 are scheduled at 7:00 p.m. in the Rideaucrest Home Board Room as follows:

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|------------|----------------|
| • 08 March | • 09 August |
| • 12 April | • 13 September |
| • 10 May | • 18 October |
| • 14 June | • 08 November |
| • 12 July | • 13 December |

Any updates regarding the location, date and time will be noted on each meeting agenda and on the current City meeting calendar at: <http://www.cityofkingston.ca/cityhall/committees/keaf/agendas.asp>

16. ADJOURNMENT

MANDATE/TERMS OF REFERENCE:

The Committee shall report to the Planning Committee.

The purpose of the forum is to draw on knowledge within the Kingston community, to broaden public information and consultation on environmental issues, and to provide advice and information. The Forum will bring together experts in environmental matters from community institutions, authorities and practitioners, and representatives of the public to collaborate, on a volunteer basis, on specific projects designed to provide long-range environmental strategies for the City of Kingston.

The mandate of the **Kingston Environmental Advisory Forum** is an advisory one, which will:

- a) Identify and prioritize important environmental issues through public consultation and systematic analysis
- b) Assist in the development of a broad-based comprehensive environmental strategy for the City of Kingston, which will also be used as guide to the Forum; it being understood that the intent of an environmental strategy is a general plan of action to determine the basic long-term goals and objectives of the corporation/community and the adoption of courses of action and the allocation of resources necessary to carry out these goals
- c) Assist and advise Council on the development of action plans to address environmental issues
- d) Provide advice to Council on the implementation of specific Action Plans relative to identified environmental issues
- e) Advise on environmental issues when requested by Council

~ ABEYANCE ITEMS ~
Kingston Environmental Advisory Committee

	Date Item Placed in Abeyance	Description of Item	Who Is To Respond	Timeline for Response	Status
1.		Community Green House Gas Local Action Plan	Sustainability & Growth	September 2010	Mr. MacLatchy and Mr. Hsu will continue to work on the Community Green House Gas Local Action Plan with some form of consultation taking place prior to completion. Staff are undertaking this plan in conjunction with the Green House Gas Inventories Update.
2.	January 2009 (Council)	Response to Council request: gift wrapping paper	Sustainability & Growth	Q4 2009	Mr. MacLatchy noted that the Communications aspect has been completed. The Committee will determine if all aspects of the resolution of Council on 06 January 2009 have been met. COMPLETE
3.		Digitized KEAF new members package	KEAF Members: Bardi Vorster and Bob Foster	February 2010	Ms. Vorster will add information to the package and provide a final copy to members. The package will be completed following a determination of the KEAF mandate by the Committee to Review By-Law 98-1 and resolution of Council.
4.	May 2008 (KEAF)	Environmental Implications Paragraph ("checkbox")	Sustainability & Growth	March 2010	Mr. MacLatchy noted that staff will provide a briefing and report in March 2010 on how to include an environmental considerations section on City reports.
5.		Another Education Depot	Inner Harbour Working Group	Earth Day 11 April 2011	Mr. MacLatch noted that staff will consider depots through the budget process. NO ACTION TO BE TAKEN BY KEAF
6.		Forward thinking	KEAF Members	Q4 2009	Informal discussions will take place. NO ACTION TO BE TAKEN
7.	June 2009	Annual Report	KEAF Member: Ian Dubin	February 2010	The amended KEAF Annual Report will be considered at this meeting.

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8.	September 2009 (KEAF)	SPLASH Calculations	KEAF Members: Ian Dubin, Ted Hsu, Barb Zeeb	December 2009	An update and draft were provided in November. A finalized report were considered at the December meeting, and a note based on the report was provided to Council as a requested response. COMPLETE
9.	September 2009 (KEAF)	Discussions regarding the Development of a Green Roof By-law	Partners in Climate Protection Group (PCP)	March 2010	The PCP group will research existing by-laws in Ontario and bring options forward for discussion, noting the municipality could be encouraged to build green roofs.
10.	October 2009 (KEAF)	Briefing by Mr. Glen MacDonnell, Green Home Specialist, Queen's.	Communications – Environmental Strategy Group	March 2010	A Briefing has been re-scheduled regarding government sponsored tools to inform the public and developers on Green Buildings.
11.	October 2009 (KEAF)	Discussions regarding Stop Signs	Partners in Climate Protection Group (PCP)	March 2010	
12.	November 2009 (KEAF)	Active Transportation	Communications – Environmental Strategy Group	February 2010	Ideas can be forwarded to Mr. Bailey who will provide an update at this meeting.
13.	November 2009 (KEAF)	Inner Harbour Working Group	KEAF	To be Determined	Determination of new initiative. NO ACTION TO BE TAKEN
14.	January 2010 (KEAF)	Funding Options for energy retrofits	Environmental Strategies Working Group	To be Determined	
15.	January 2010 (KEAF)	Reduction of wrapping paper through recycling	Public Works Services	February 2010	A request to staff will be made regarding an indication of a reduction of wrapping paper through recycling.
16.	January 2010 (KEAF)	Responsibility of Co-Chairs	Chair, KEAF	February 2010	A motion of clarification will be considered.