



**KINGSTON ENVIRONMENTAL ADVISORY FORUM
MEETING No. 04-2010
AGENDA**

**Monday 08th March 2010 at 7:00 – 9:00 p.m.
in the Board Room, Rideaucrest Home**

KEAF page on the City Website: www.cityofkingston.ca/keaf

COMMITTEE COMPOSITION

Councillor Foster	Councillor Matheson
Councillor Osanic	Mr. Tom Carpenter, Co-Chair
Mr. Theodore Hsu, Co-Chair	Mr. Ted Bailey
Mr. David Carnegie	Mr. Ian Dubin
Mr. Robert Foster	Ms. Janis Grant
Mr. Matthew Gventer	Mr. David Kay
Mr. Darko Matovic	Mr. Harold Pickering
Ms. Bardi Vorster	

TECHNICAL REPRESENTATIVES

**Cataraqui 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

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. 03-2010 held 08 February 2010 be confirmed.

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6. **DELEGATIONS**

- a) **Mr. Glen MacDonnell, Green Home Specialist, Queen's** – to speak regarding Industry Canada's 'Road Mapping' exercise regarding green housing.

Moved by Mr. Foster
Seconded by Mr. Carpenter

THAT the Kingston Environmental Advisory Committee waive the rules of By-Law No. 98-1, "Council Procedural By-Law", in order to amend the agenda to allow a delegation by Mr. Glen MacDonnell, Green Home Specialist, Queen's to speak regarding Industry Canada's 'Road Mapping' exercise regarding green housing.

7. BRIEFINGS

- a) Mr. Paul MacLatchy, Director, Strategy, Environment & Communications - will present a KEAF video on the Inner Harbour

8. REPORTS

9. BUSINESS

- a) **Discussion** regarding Street Lighting

A report is forthcoming to the Environment, Infrastructure and Transportation Policies Committee by April 2010 to include how the City establishes lighting levels for streets and neighbourhoods.

- b) **Update** regarding the 'Active Community Charter Trails for Active Transportation – Kingston Community Report' – by Mr. Ted Bailey.

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.

This item was deferred from the February meeting.

- c) **Update** regarding Digitized KEAF new members package index – by Ms. Bardi Vorster
Distributed Separately in February

This item was deferred from the February meeting.

- d) **Update** regarding KEAF Annual Report – by Mr. Ian Dubin

This item was deferred from the February meeting.

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)

An update will be provided by the PCP working group.

c) Communications – Environmental Strategy Group

(Mr. Bailey, Mr. Carpenter, Mr. Foster, Mr. Gventer, Mr. Kay, Mr. May, Councillor Osanic, Mr. Dubin)

An update will be provided regarding guidelines for green building. The guidelines have been completed by the Building and Licensing Division and are now available at the building counter, and on-line at <http://www.cityofkingston.ca/residents/environment/green-building>.

11. OTHER BUSINESS**12. SHOW AND TELL ITEMS:****13. UPCOMING EVENTS:****14. CORRESPONDENCE/DOCUMENTS****Correspondence Received as Information**

- a) Correspondence dated 23 February 2010 from Mr. Michael S. Troop, Environmental Engineer, J.L. Richards regarding 'Cana Wastewater Treatment Plan – Schedule C Class Environmental Assessment'.
Distributed Separately

A mailing list for notification of project status and opportunities for public input is now being compiled. The project website is currently located at:

<http://www.utilitieskingston.com/Water/CanaWWTP/index.aspx?wwopenpane=3>

- b) Correspondence dated 08 February 2010 from Ministry of the Environment regarding an application from Scott Environmental Group Limited to amend a provisional certificate of approval to operate a waste disposal site.
Distributed Separately

15. DATE OF NEXT MEETING

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

- 12 April
- 10 May
- 14 June
- 12 July
- 09 August
- 13 September
- 18 October
- 08 November
- 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.		Digitized KEAF new members package	KEAF Members: Bardi Vorster and Bob Foster	March 2010	Ms. Vorster will add information to the package and provide a final copy to members. This item was deferred from February to this meeting. 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.
3.	May 2008 (KEAF)	Environmental Implications Paragraph ("checkbox")	Sustainability & Growth	March 2010	Mr. MacLatchy noted that staff will provide a briefing and report following consultation with the Clerk's Department on how to include an environmental considerations section on City reports.
4.		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
5.		Forward thinking	KEAF Members	Q4 2009	Informal discussions will take place. NO ACTION TO BE TAKEN
6.	June 2009	Annual Report	KEAF Member: Ian Dubin	March 2010	The amended KEAF Annual Report was deferred for consideration at this meeting.
7.	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.

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8.	October 2009 (KEAF)	Delegation by Mr. Glen MacDonnell, Green Home Specialist, Queen's.	Communications – Environmental Strategy Group	March 2010	A Delegation regarding government sponsored tools to inform the public and developers on Green Buildings will be provided at this meeting.
9.	October 2009 (KEAF)	Discussions regarding Stop Signs	Partners in Climate Protection Group (PCP)	March 2010	
10.	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.
11.	November 2009 (KEAF)	Inner Harbour Working Group	KEAF	To be Determined	Determination of new initiative. NO ACTION TO BE TAKEN
12.	January 2010 (KEAF)	Funding Options for energy retrofits	Environmental Strategies Working Group	To be Determined	
13.	January 2010 (KEAF)	Reduction of wrapping paper through recycling	Public Works Services	February 2010	A request to staff was made regarding an indication of a reduction of wrapping paper through recycling.
14.	January 2010 (KEAF)	Responsibility of Co-Chairs	Chair, KEAF	February 2010	A motion of clarification will be considered.
15.	February 2010 (KEAF)	Determination of KEAF partnership with a registered organization	Mr. Foster, KEAF	To be Determined	
16.	February 2010 (KEAF)	KEAF Contact SWITCH regarding a possible partnership to submit a proposal to the Earth Day Canada Community Environment Fund	Chair, KEAF	To be Determined	