



**KINGSTON ENVIRONMENTAL ADVISORY FORUM  
MEETING No. 05-2010  
AGENDA**

**Monday 12<sup>th</sup> April 2010 at 7:00 – 9:00 p.m.  
in the Board Room, Rideaucrest Home**

KEAF page on the City Website: [www.cityofkingston.ca/keaf](http://www.cityofkingston.ca/keaf)

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**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

**Queen's University**  
Mr. Aaron Ball  
Dr. Kunal Karan—alternate  
Dr. Boyd Davis— alternate

**Royal Military College**  
Dr. Ken Reimer – alternate

**Kingston Frontenac Lennox &  
Addington Public Health**

**St. Lawrence College**  
Mr. James May  
Ms. Romy Baur – 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. 03-2010 held 08 February 2010 be confirmed.

Distributed Separately

**6. DELEGATIONS**

**7. BRIEFINGS**

**8. REPORTS**

**9. BUSINESS**

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

**This item was deferred from the March meeting.**

- b) **Discussion** regarding KEAF Annual Report – by Mr. Ian Dubin

**This item was deferred from the March meeting; a copy of the annual report was distributed by email.**

**Distributed Separately**

- c) **Discussion** regarding Integrated Waste Management – by Mr. Ted Bailey

- d) **Discussion** regarding future work for KEAF – by Mr. Ted Bailey

- e) **Discussion** regarding Sustainable Best Practices – by Mr. Ted Bailey

- f) **Discussion** regarding Initiatives: Green Building and See Green – by Mr. Ted Bailey

**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 by the working group.

**11. OTHER BUSINESS**

**12. SHOW AND TELL ITEMS:**

**13. UPCOMING EVENTS:**

**14. CORRESPONDENCE/DOCUMENTS**

**Correspondence Received as Information**

- a) **Memorandum** from Ms. Susan Powley, Committee Clerk to Ms. Jannette Amini, Committee Clerk, Environment, Infrastructure and Transportation Policies Committee dated 11 March 2010 regarding KEAF Request regarding Street Lighting.
- b) **Memorandum** from Ms. Susan Powley, Committee Clerk to Ms. Jannette Amini, Committee Clerk, Environment, Infrastructure and Transportation Policies Committee dated 08 regarding KEAF Submission regarding Trails for Active Transportation.

**15. DATE OF NEXT MEETING**

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

- 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**

	<b>Date Item Placed in Abeyance</b>	<b>Description of Item</b>	<b>Who Is To Respond</b>	<b>Timeline for Response</b>	<b>Status</b>
1.		Community Green House Gas Local Action Plan	Sustainability & Growth	<b>September 2010</b>	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.  <b>Staff are undertaking this plan in conjunction with the Green House Gas Inventories Update.</b>
2.		Digitized KEAF new members package	KEAF Members: Bardi Vorster and Bob Foster	<b>March 2010</b>	Ms. Vorster will add information to the package and provide a final copy to members. <b>This item was deferred from February to this meeting.</b>  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	<b>March 2010</b>	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	<b>Earth Day 11 April 2011</b>	<b>Mr. MacLatch noted that staff will consider depots through the budget process. NO ACTION TO BE TAKEN BY KEAF</b>
5.	June 2009	Annual Report	KEAF Member: Ian Dubin	<b>April 2010</b>	<b>The amended KEAF Annual Report was deferred for consideration at this meeting.</b>
6.	September 2009 (KEAF)	Discussions regarding the Development of a Green Roof By-law	Partners in Climate Protection Group (PCP)	<b>March 2010</b>	<b>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.</b>

Meeting to be held Monday 12<sup>th</sup> April 2010 at 7:00 p.m. in the Board Room, Rideaucrest Home

7.	October 2009 (KEAF)	Delegation by Mr. Glen MacDonnell, Green Home Specialist, Queen's.	Communications – Environmental Strategy Group	<b>March 2010</b>	<b>A Delegation regarding government sponsored tools to inform the public and developers on Green Buildings will be provided at this meeting. COMPLETE</b>
8.	October 2009 (KEAF)	Discussions regarding Stop Signs	Partners in Climate Protection Group (PCP)	<b>March 2010</b>	
9.	November 2009 (KEAF)	Active Transportation	Communications – Environmental Strategy Group	February 2010	<b>Ideas can be forwarded to Mr. Bailey who will provide an update at this meeting.</b>
10.	November 2009 (KEAF)	Inner Harbour Working Group	KEAF	To be Determined	Determination of new initiative. <b>NO ACTION TO BE TAKEN</b>
11.	January 2010 (KEAF)	Funding Options for energy retrofits	Environmental Strategies Working Group	To be Determined	
12.	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.
13.	January 2010 (KEAF)	Responsibility of Co-Chairs	Chair, KEAF	February 2010	<b>Co-Chairs will speak on behalf of KEAF. COMPLETE</b>
14.	February 2010 (KEAF)	Determination of KEAF partnership with a registered organization	Mr. Foster, KEAF	To be Determined	<b>A number of organizations have been identified who can assist as a registered organization in partnership with KEAF.</b>
15.	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	<b>SWITCH can submit a proposal to the Earth Day Canada Community Environment Fund in accordance with the SWITCH policy document on their website.</b>