



KINGSTON ENVIRONMENTAL ADVISORY FORUM
MEETING No. 07-2009
MINUTES

Monday 14 September 2009 at 7:00 p.m.
In the Boardroom at Rideaucrest Home

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

PRESENT

Councillor Foster
Mr. Ted Hsu, Co-Chair
Mr. Aaron Ball
Mr. Ted Bailey
Ms. Tina Bailey
Mr. Ian Dubin
Mr. Robert Foster
Ms. Janis Grant
Mr. Mathew Gventer
Mr. Darko Matovic
Mr. Harold Pickering
Dr. Vicki Remenda
Ms. Bardi Vorster

REGRETS

Councillor Rob Matheson
Councillor Lisa Osanic
Mr. Tom Carpenter, Co-Chair
Mr. Andy Dubchak (KFL&A-alternate)
Mr. David Kay
Dr. Barb Zeeb (RMC)

OTHER TECHNICAL REPRESENTATIVES

Ms. Romy Baur (St. Lawrence College – alternate)
Dr. Boyd Davis (Queen's – alternate)
Dr. Kunal Karan (Queen's –alternate)
Dr. James May (St. Lawrence College)
Dr. Ken Reimer (RMC-alternate)

MEETING TO ORDER

Mr. Ted Hsu, Co-Chair, called the meeting to order.

WELCOME and INTRODUCTIONS

A welcome was extended to new members Mr. Darko Matovic, and Mr. Aaron Ball, Technical Representative from Queen's University. Ms. Sara O'Neill was also present from the Cataraqui Region Conservation Authority.

STAFF PRESENT

Ms. Susan Powley, Committee Clerk
Mr. Brodie Richmond, Environmental Projects
Manager

OTHERS PRESENT

Sarah O'Neill, CRCA

DISCLOSURE OF PECUNIARY INTEREST

None was declared.

CONFIRMATION OF AGENDA

*Moved by Ms. Remenda
Seconded by Councillor Foster*

THAT the agenda be confirmed as amended to add under **OTHER BUSINESS**:

- *inputs and outputs of Noterra*

CARRIED

CONFIRMATION OF MINUTES

*Moved by Mr. Dubin
Seconded by Ms. Grant*

THAT the Minutes of the Kingston Environmental Advisory Forum Meeting No. 06-2009 held 08th June 2009 be confirmed.

CARRIED

DELEGATIONS

- a) **Mr. Hans Vorster to speak regarding a green roof by-law in Toronto and the possibility of implementing something similar in Kingston**

A copy of the presentation entitled 'A Green Roof Initiative for Kingston' was requested for the record.

Comments by members and responses by Mr. and Mrs. Vorster included:

- Studies are taking place in the Civil Engineering Department at Queens to look at energy savings in cold climates; access to information can be found in journals
Response: studies have also taken place by CMHC
- Increased costs for developers of 20-50%, and maintenance issues ie. leakage
Response: roofs are built with the least possible maintenance
- In Toronto, the Provincial Policy Statement and Planning Act took precedent over the Ontario Building Code (OBC) so that the municipality would consider the environment and the health and welfare of residents; a study at Ryerson looked at all green roofs
- Interest in how to adapt buildings which are already built
Response: there are various ways to incorporate the roofs, going with less weight and not using an intensive system
- In Vienna green roofs built in the 1980's are still standing
- Concern with retrofits in relation to the OBC
Response: Toronto established additional requirements for structures in addition to the OBC that blend with the OBC which can be found on the City of Toronto website.
- Toronto had no special powers in going ahead
- A Queens grad project last year was done in cooperation with the City

*Moved by Ms. Grant
Seconded by Mr. Tsu*

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 Mr. Hans Vorster to speak for 15 minutes regarding a green roof by-law in Toronto and the possibility of implementing something similar in Kingston.

CARRIED

*Moved by Mr. Gventer
Seconded by Mr. Pickering*

THAT the Partners in Climate Protection Group (PCP) be requested to work with Mr. Hans Vorster and Ms. Bardi Vorster in regard to the possible development of a green roof by-law for the City of Kingston further to a presentation which described a green roof by-law in the City of Toronto,

- and further –

THAT the Partners in Climate Protection Group (PCP) report back to KEAF in November 2009.

CARRIED

BRIEFINGS

REPORTS

BUSINESS

- a) **Consideration of a Motion of the Ad Hoc Committee to Review By-Law 98-1 and 2004-360 who approved the following motion at its meeting held on June 30th, 2009**

A discussion took place regarding an option to change the status of technical representatives from 'voting' to 'non-voting' members. It was noted that two meetings last year were cancelled due to a lack of quorum.

Councillor Foster recalled the inception of KEAF which was designed with public and technical members. She noted the expertise that technical members, who are appointed by Council, bring to the table. She suggested that the current expertise on the committee be reviewed and rounded out to include other fields.

Dr. Remenda shared concerns regarding absenteeism, and that being a member without a vote would be less incentive to attend. She noted the responsibility of institutions to heighten the awareness of the position to their appointees.

*Moved by Ms. Vorster
Seconded by Ms. Bailey*

***WHEREAS** consideration was given to the first point of the following recommendation of the Ad Hoc Committee to Review By-Law 98-1 and 2004-360:*

***THAT** it be recommended to Council that a By-law be presented to Council to amend By-Law 2004-360, being a By-Law to define the composition and terms of reference for Committees established by the Corporation of the City of Kingston, to amend the mandate of the Kingston Environmental Advisory Forum as follows:*

- **Change the status of the technical representatives from "voting" to "non-voting" members effective December 1, 2010;***
- **Insert wording to reflect that KEAF has the authority to initiate consideration on matters which they deem appropriate to advise Council;***
- **Insert wording to include a public education component as part of the mandate; and***

***THAT** the affected technical representatives be advised of the foregoing; and*

***THAT** KEAF be asked to provide further comments for consideration by the Ad Hoc Committee at its next meeting, and*

***WHEREAS** changing the status of the technical representatives from "voting" to "non-voting" members effective December 1, 2010 would reduce motivation for participation for non voting members, and*

***WHEREAS** steps could be taken to advise the sources of technical expertise that technical member appointments should be voluntary and willing participants, and*

***WHEREAS** Section 2.5 of Committee By-law 2004-360 outlines a process in regard to absenteeism from meetings,*

***THEREFORE IT IS RESOLVED THAT** the Kingston Environmental Advisory Forum advise the Ad Hoc Committee to Review By-Law 98-1 and 2004-360 that they are not in favour of the following point for recommendation to Council:*

- **changing the status of technical representatives from 'voting' to 'non-voting' members effective December 1, 2010.***

CARRIED

It was requested that it be recorded that this motion was carried unanimously.

*Moved by Dr. Remenda
Seconded by Mr. Matovic*

WHEREAS consideration was given to the second and third points of the following recommendation of the Ad Hoc Committee to Review By-Law 98-1 and 2004-360:

THAT it be recommended to Council that a By-law be presented to Council to amend By-Law 2004-360, being a By-Law to define the composition and terms of reference for Committees established by the Corporation of the City of Kingston, to amend the mandate of the Kingston Environmental Advisory Forum as follows:

- *Change the status of the technical representatives from "voting" to "non-voting" members effective December 1, 2010;*
- *Insert wording to reflect that KEAF has the authority to initiate consideration on matters which they deem appropriate to advise Council;*
- *Insert wording to include a public education component as part of the mandate; and*

THAT the affected technical representatives be advised of the foregoing; and

THAT KEAF be asked to provide further comments for consideration by the Ad Hoc Committee at its next meeting,

THEREFORE IT WAS RESOLVED THAT the Kingston Environmental Advisory Forum advise the Ad Hoc Committee to Review By-Law 98-1 and 2004-360 that they support the following points for recommendation to Council:

- *Insert wording to reflect that KEAF has the authority to initiate consideration on matters which they deem appropriate to advise Council;*
- *Insert wording to include a public education component as part of the mandate.*

CARRIED

It was requested that it be recorded that this motion was carried unanimously.

*Moved by Councillor Foster
Seconded by Mr. Gventer*

WHEREAS further consideration was given to Committee By-Law 2004-360, Schedule B-2, and

WHEREAS it was noted that currently KEAF report to the Planning Committee, and

WHEREAS the structure of standing committees has changed since the reporting structure was developed,

THEREFORE IT IS RESOLVED THAT it be recommended to the Ad Hoc Committee to Review By-Law 98-1 and 2004-360 that the reporting structure within the KEAF mandate be changed and that KEAF report to the appropriate standing committee.

CARRIED

b) Update regarding the Kingston Integrated Community Sustainability Plan project and discussion regarding key elements and indicators within the plan and KEAF's role as pillar champions – by Mr. Harold Pickering

(Representatives for the Kingston Integrated Community Sustainability Plan Project: Mr. Ian Dubin and Mr. Harold Pickering)

Mr. Pickering advised that his involvement with the Kingston Integrated Community Sustainability Plan project included attendance at the summit last May, and meetings as a member of the Project Management Team which is made up of representatives of the City, FOCUS Kingston Steering Committee, consultants and pillar champions. He said that a first draft of the summit report would be coming out 24th September with comments required by 08th October. He explained that work is being done on a plan, a name, indicators, a logo and governance. Mr. Pickering noted that KEAF need to take a look at the completed plan.

It was noted that members can make comments regarding the plan individually.

Mr. Dubin explained the three pillar sustainability model of Economic, Environment and Social (which also includes Cultural) in comparison with the model being used by the City which includes a separate pillar for Culture.

Mr. Pickering will forward the draft Kingston Integrated Community Sustainability Plan to the Committee Clerk for circulation to members. Comments can be provided to Mr. Pickering.

c) Update regarding SPLASH - 'SPLASH – Sustainable Practices Leave a Sustainable Heritage' calculations – by Mr. Ian Dubin, Mr. Ted Hsu, Dr. Barb Zeeb

Distributed separately

Mr. Dubin summarized his assessment of submissions regarding carbon emissions made in the report and said that overall emissions are minimal. He explained that carbon offsets need to be measurable and justifiable and that he is preparing a draft report. He provided comparators ie. according to a noise meter,

Meeting held Monday 14 September 2009 at 7:00 p.m. in the Boardroom at Rideaucrest Home

noise was less than a fireworks display which he noted as being only indicative. An economic assessment was also referenced.

Suggestions included framing remarks in terms of the greenhouse gas local action plan, and that KEAF would review calculations; providing measurements relative to the anti-idling by-law; holding a plebiscite; look at social and cultural impacts; consider this matter in terms of the greater environment.

It was summarized that correspondence from SPLASH which was received earlier this year by the Mayor and Council was forwarded to KEAF requesting that KEAF review calculations regarding the emissions from the Poker Run. KEAF are developing a response as noted within the following motion:

*Moved by Ms. Grant
Seconded by Dr. Remenda*

WHEREAS *correspondence was received by the Mayor and Council from SPLASH - Sustainable Practices Leave a Sustainable Heritage which was forwarded to KEAF for their consideration, and*

WHEREAS *KEAF were requested to review the calculations regarding emissions from the Poker Run within the correspondence,*

THEREFORE IT IS RESOLVED THAT *Council be advised that KEAF are obtaining hard data on environmental impacts and that they will report back to Council when the information is available.*

CARRIED

Mr. Dubin will complete a draft report which will be circulated in draft for discussion at the next meeting.

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

It was noted that reports were done in March 2005 and in 2007.

Mr. Dubin will finalize a draft KEAF Annual Report which will be circulated in draft for discussion at the next meeting.

e) Discussion regarding 'Forward Thinking'

This matter could be covered within the new mandate. Further discussion will take place.

f) Discussion regarding Community Green House Gas Local Action Plan – by Mr. Brodie Richmond, Environmental Geoscientist and Ms. Tina Bailey

Mr. Richmond reported that due to a lack of resources, action is not being taken at this time.

Information was requested to be submitted by staff for Operating Budget discussions.

- g) **Update regarding a response to Council request: gift wrapping paper** - by Mr. Brodie Richmond, Environmental Geoscientist

Mr. Richmond reported that a Communications Plan is being developed for no cost or low costs, which can be accomplished through press releases, the City website, videos and messaging in arenas, student organization groups or an email contact list.

It was suggested that staff provide information to schools for communication to parents.

- h) **Update regarding digitized new members package** – by Ms. Bardi Vorster and Mr. Bob Foster

Ms. Vorster will provide a draft copy of the digitized new members package to members for discussion at the next meeting.

- i) **Update regarding Abeyance Listing.**

The business of this meeting will be added to the abeyance listing for the next meeting.

WORKING GROUP UPDATES

- a) **Inner Harbour Group (IHG)**
(Dr. Laing, Dr. Remenda, Ms. Vorster)
- b) **Partners in Climate Protection Group (PCP)**
(Ms. Bailey, Mr. Foster, Ms. Grant, Mr. Hsu, Mr. Pickering,)
- c) **Communications – Environmental Strategy Group**
(Mr. Bailey, Mr. Carpenter, Mr. Foster, Ms. Grant, Mr. Gventer, Mr. Kay, Mr. May, Councillor Osanic, Mr. Dubin)

Mr. Richmond advised that he has spoken with Mr. MacLatchy regarding the suggestion of a website.

The Chair and staff will arrange to meet with the Legal Department regarding a website.

- d) **Plastic Bag Free Kingston Group**
(Mr. Foster, Mr. Gventer, Ms. Vorster, Ms. Grant, Mr. Pickering,)

Ms. Vorster advised that the matter regarding plastic bags has been completed.

- e) **Packaging Issues Group**
(Ms. Bailey, Mr. Bailey, Mr. Foster, Mr. Gventer)

It was noted that gift wrap has been considered, and that the group can be involved in this and other issues in the future.

OTHER BUSINESS

Inputs and Outputs of Noterra

Mr. Gventer requested that staff provide a copy of the Request for Proposal from Scott Environmental.

Origami for the Green Bin

Dr. Remenda provided a sample compost bucket liner which can be fashioned from newspaper.

Instructions will be emailed to members.
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Kingston Brownfields book and speaker Gordon Miller

Mr. Hsu noted an email dated 10th September and will provide further information to members upon request.

SHOW AND TELL ITEMS:**UPCOMING EVENTS:**

- a) 15 September 2009 – International St. Lawrence River Board of Control Public Teleconference
- b) 16-18 September 2009 – Ontario East Municipal Conference (www.oemc.ca/snapshot.htm)
- c) 21 September 2009 – Well Aware – Workshop 9 a.m. – noon at the Little Cataraqui Creek Conservation Area, Outdoor Centre, 1641 Perth Road, Kingston, ON (www.wellaware.ca)
- d) 27 September 2009 – World Rivers Day
- e) 03 October 2009 – Tour at 2:00 p.m. of a Caraco LEED House at 1165 Crossfield Drive

CORRESPONDENCE/DOCUMENTS

- a) **KEAF Activities since 2007**
Distributed separately by email 22 July 2009
- b) **Waste Electrical and Electronic Equipment (WEEE) Program**
Distributed separately by email 09 June 2009
- c) **Correspondence regarding Point Pleasant Water Treatment Plant Expansion Class Environmental Assessment**
Distributed separately by email 19th August 2009
- d) **E-Mail regarding a LEED for Homes workshop** - on Wednesday 23rd September 2009
Distributed separately by email 19 August 2009
- e) **News Release from Green Communities, Canada** - entitled 'Municipalities win national water award with grassroots environmental program Well Aware' to advise that 'the City of Kingston and Loyalist Township have won the national 2009 Sustainable Community Award – Water with their support for the Well Aware program, granted by the Federation of Canadian Municipalities and CH2M HILL'. (www.sustainablecommunities.fcm.ca)
Distributed separately by email 18 June 2009
- f) **E-Mail regarding Kingston Brownfields book and speaker Gordon Miller** - on 10 September.
Distributed separately by email 10 September 2009

Copies of the following Correspondence will be available at the meeting if a member wishes to review the full document.

- a) **Correspondence** from KEAF Dr. Christopher Knapper upon his resignation to thank him for his involvement and contributions to KEAF.
- b) **Memorandum** from Ms. Carolyn Downs, City Clerk to Mr. Aaron Ball, Manager of Sustainability, Queen's University to confirm his appointment to KEAF to represent Queen's University.
- c) **Memorandum** from Ms. Susan Powley, Committee Clerk to Mr. James Thompson, Committee Clerk, EITP regarding EITP request regarding promotion of LEED

DATE OF NEXT MEETING

A discussion took place regarding an alternate date for the next meeting of the Kingston Environmental Advisory Forum which was scheduled to be held on Monday 05th October 2009. Consideration was given to holding the meeting on Monday 19th October at 7:00 p.m. in the Boardroom at Rideaucrest Home.

*Moved by Dr. Remenda
Seconded by Mr. Dubin*

THAT the next meeting be held on Monday 19th October at 7:00 p.m. in the Boardroom at Rideaucrest Home.

CARRIED

Additional meetings for 2009 have been scheduled at 7:00 p.m. in Rideaucrest Home Board Room as follows:

- 09 November
- 14 December

ADJOURNMENT

The meeting adjourned at 9:40 p.m.

