



KINGSTON ENVIRONMENTAL ADVISORY FORUM  
MEETING No. 05-2010  
MINUTES

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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**PRESENT**

Councillor Rob Matheson  
Mr. Tom Carpenter, Co-Chair  
Mr. Ted Hsu, Co-Chair  
Mr. Ted Bailey  
Mr. Aaron Ball (Queen's)  
Mr. David Carnegie  
Mr. Ian Dubin  
Mr. Robert Foster  
Mr. Mathew Gventer  
Ms. Janis Grant  
Mr. Darko Matovic  
Mr. Harold Pickering

**REGRETS**

Councillor Leonore Foster  
Councillor Lisa Osanic  
Mr. Andy Dubchak (KFL&A-alternate)  
Mr. David Kay  
Ms. Sarah O'Neill (CRCA)  
Dr. Vicki Remenda (Queen's)  
Ms. Bardi Vorster  
Dr. Barb Zeeb (RMC)

**OTHER TECHNICAL REPRESENTATIVES**

Mr. Peter Hebert (CRCA)  
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)

**STAFF PRESENT**

Mr. Paul MacLatchy, Director, Strategy,  
Environment & Communications  
Ms. Susan Powley, Committee Clerk

**OTHERS PRESENT**

Mr. Jeff Lowes

**THIS IS NOT A VERBATIM REPORT**

**MEETING TO ORDER**

Mr. Carpenter, Co-Chair, called the meeting to order.

**WELCOME and INTRODUCTIONS**

**DISCLOSURE OF PECUNIARY INTEREST**

None was declared.

**CONFIRMATION OF AGENDA**

*Moved by Councillor Foster  
Seconded by Councillor Osanic*

***THAT** the agenda be confirmed.*

**CARRIED**

**CONFIRMATION OF MINUTES**

*Moved by Councillor Matheson  
Seconded by Mr. Dubin*

***THAT** the Minutes of the Kingston Environmental Advisory Forum Meeting No. 03-2010 held 08 February 2010 be confirmed.*

**CARRIED**

**DELEGATIONS**

**BRIEFINGS**

**REPORTS**

**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.**

It was noted that KEAF items could not be posted on a website other than the City website.

It was agreed that items for the new members package be posted on the City website under KEAF upon completion.
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- 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.**

Mr. Dubin reported that members and working groups have been asked to read a draft copy of the report and advise of any errors or omissions. Upon completion, the report will be submitted to Council and posted on the City website. The last annual report which was posted was 2005/2006.

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Councillor Osanic congratulated Mr. Dubin and Mr. Foster for the work which has been completed on the report. She suggested that this report cover the period from 2007-2010. She suggested that completion years be added to items noted within the report.

It was confirmed that a memo had been forwarded requesting a change for the KEAF reporting structure from the Planning Committee, and that this is being discussed by the Committee to Review By-law 98-1 [September 2009]. It was suggested that KEAF report to the Environment, Infrastructure and Transportation Policies Committee or appropriate committee.

Mr. MacLatchy confirmed that the State of the Environment Report is with staff at this time. He explained that a Sustainability Report highlights City environmental initiatives which are being used as a matrix as part of the Sustainability Plan. He explained that detailed environmental indicators developed by KEAF will come into the plan at a later time.

It was suggested that the 2009 annual report contain steps taken toward the focus on environmental sustainability and the suggested addition of environmental checkboxes.

Mr. Dubin agreed to draft accomplishments in 2009 following completion of the 2007-2008 annual report.

It was noted that regular submissions by Working Groups will assist in record keeping for future reports.

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

Mr. Bailey advised that Mr. Gventer has worked with Mr. John Giles, Manager, Solid Waste on this matter. Mr. Giles has indicated that public consultation could take place in May or June.

Mr. Gventer noted that Mr. Giles will provide information regarding the current plan and future steps. He noted discussions such as the possible use of clear plastic bags. It was noted that clear bags are used in Gananoque, and that approximately 50% of municipalities use clear bags.

It was highlighted that a charge for garbage, and no charge for recyclables and organics, leads to an increase in recyclables and organics.

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

The following topics were highlighted and discussed:

**KEAF Membership**

Mr. Bailey expressed concern regarding the decreased attendance at KEAF and the impact on the ability of the Committee to do their work.

Councillor Foster suggested that the Mayor become involved with this concern, and speak with the institutions involved in regard to prospective technical appointments.

Mr. MaLatchy noted the inception of KEAF in regard to Inner Harbour issues, and the subsequent involvement of RMC and Queens. Other work has been done since that time with the involvement of staff and other agencies.

It was suggested that the work to be done by KEAF be clearly defined, which will attract representation from institutions within the City.

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It was noted that sustainability issues will attract considerable interest.

It was suggested that steps be taken to more readily fill vacancies within the membership.

*Moved by Councillor Osanic  
Seconded by Mr. Bailey*

***THAT it be recommended to the Nominations Committee that first and second alternates for public membership on the KEAF Committee be ranked during the nominations process,***

*- and further -*

***THAT in the event of the resignation of a member, or absenteeism of a member in accordance with Section 2.5 of By-Law No. 2004-360, that KEAF can request an alternate to sit on the Committee.***

**CARRIED**

### SEE Green

To a question by Mr. Bailey, Mr. MacLatchy advised that this sustainability purchase initiative is not being actively pursued by the City at this time. He noted its value to the community as it assists organizations in the City to make better purchasing decisions. Mr. MacLatchy highlighted the City Sustainable Plan which will be put in place.

To a question regarding a green procurement policy for the City, Mr. MacLatchy advised that the City has a purchasing by-law, and that there are guidelines for ie. fuel. Further to the discussion, website options such as a wiki type tool for obtaining information was noted.

### Gap Analysis

To a question regarding the completion of a gap analysis for the City, noting the City's goal to be the most sustainable city in Canada, Mr. MacLatchy described a process involving the creation of a baseline report from a list of indicators. Context will be provided by looking at the questions of 'where are we now and where are we going'. To a question regarding KEAF's role, Mr. MacLatchy advised that KEAF could participate at a conference level.

### Water Management

To a question regarding the value of reviewing water issues, as water is a key element to the city culture, Mr. MacLatchy suggested that some work could be done regarding beach closures and determinations of why they happen ie. the reason for closure for one beach could be quite different from the closure of another beach.

It was suggested that the Communications Group could review and discuss a list of issues developed by the Partners in Climate Protection Group. Students at Queen's could provide some assistance in research.

### The Third Crossing

It was recognized that KEAF should be involved in the Public Liaison Committee for the Third Crossing.

*Moved by Councillor Matheson  
Seconded by Mr. Dubin*

***THAT it be recommended to Council that KEAF be included in the Public Liaison Committee for the Third Crossing.***

**CARRIED**

#### Street Lighting

Mr. Hsu advised that he would attend the Environment, Infrastructure and Transportation Policies Committee meeting on the next evening to hear the discussion regarding street lighting.

#### Poker Run

Mr. MacLatchy noted a public meeting to be held in Memorial Hall at 6:00 p.m. on 22<sup>nd</sup> April to obtain opinions regarding the Poker Run within the context of the Community Sustainable Plan. He added that a survey will be conducted on the City website to collect public opinion.

Mr. Dubin added that a report regarding an economic assessment was published last week.

Councillor Osanic noted that this is an item for consideration on the Council agenda which was deferred at the last meeting due to a lack of time.

Mr. MacLatchy advised that the run scheduled for this year will go ahead.

#### Invitation regarding Biofuels Program

*Moved by Councillor Matheson  
Seconded by Councillor Osanic*

***THAT Mr. Robert Cummings, Lafarge be invited to attend KEAF as a delegation to provide information regarding a biofuels program which is being developed.***

**CARRIED**

#### Invitation regarding Wolfe Island Shoal Towers

Mr. Hsu advised that representatives are coming in June to speak to SWITCH.

It was suggested that representatives in relation to the Wolfe Island Shoal Towers project be invited to present at KEAF.

#### Recognition of Service

*Moved by Councillor Foster  
Seconded by Mr. Gventer*

***THAT correspondence be directed to members Dr. Vicki Remenda, Mr. Andy Dubchak, and Mr. David Kay for their involvement in the Committee.***

**CARRIED**

Mr. MacLatchy invited assistance from members to review materials on the City website relating to KEAF which are now outdated.

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

#### 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.

#### OTHER BUSINESS:

##### Pitch In Kingston

Councillor Osanic noted that Pitch In Kingston will take place on 22<sup>rd</sup> April, and expressed concern that there hadn't been City advertising for this event. She advised that neighbourhoods can be registered on the Chamber of Commerce website.

Mr. MacLatchy will look into a primary contact for the Pitch In Kingston initiative.

#### SHOW AND TELL ITEMS:

#### UPCOMING EVENTS:

#### 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 April 2010 regarding KEAF Submission regarding Trails for Active Transportation.

#### 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>

## **ADJOURNMENT**

The meeting adjourned at 9:00 p.m.

