

**City Of Kingston**

**Information Item To The Kingston Environmental Advisory Forum**

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**To:** Kingston Environmental Advisory Forum

**From:** Roger Healey, Chair

**Date Of Meeting:** June 17, 2019

**Subject:** 2018 KEAF Report Card

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**Summary of the Discussion Item:**

The Kingston Environmental Advisory Forum (KEAF) is an advisory committee of Council, which reports to the Environment, Infrastructure & Transportation Policies Committee. KEAF is composed of two members of council, twelve public representatives and seven technical representatives.

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 brings 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 support the environmental aspects of City Council's Priorities and the Sustainable Kingston Plan.

As per Section 2.5 of the Committee By-Law, the Committee is required to provide Council with a report summarizing the activities undertaken by KEAF during 2018.

**Recommendation:**

**That** the 2018 Kingston Environmental Advisory Forum Report Card be approved as a summary of the work accomplished by KEAF.

**Discussion:**

KEAF met on two occasions in 2018. During this period, the Committee received two updates provided by the "Conservation of habitat, natural resources and biodiversity Working Group" and an additional update from the "Active transportation and reducing automobile use Working Group". The "Climate Change and Energy Use Working Group" and the "Solid Waste Reduction Working Group" were not active in 2018.

Furthermore, the Chair provided updates regarding the Active Transportation Master Plan and the North King's Town Secondary Plan.

The Committee's primary focus in 2018 was related to storm water management. At the January 29, 2018 meeting, the Committee approved a motion requesting that staff provide a report regarding the City's current status of storm water management commitments and initiatives, including any draft storm water management master plan and estimated cost of carrying out identified commitments and initiatives. It was anticipated that said information would be utilized by KEAF in order to prepare a report to staff regarding recommendations concerning best practices. The requested information was provided to KEAF for the May 14, 2018 committee meeting. A final report to staff was not prepared due to culmination of the term of Council.

Moving forward, it would be beneficial for the Committee to focus their efforts regarding developing a framework to assess the City's progress towards its environmental sustainability goals as set out in Council's Strategic Priorities and its declaration of climate emergency.

The working groups set out in KEAF's previous mandate proved cumbersome in engaging all of the committee members as such it would be prudent for KEAF's focus to shift to developing performance indicators that would serve as a "report card" for citizens to evaluate the City's performance in achieving its stated environmental sustainability goals.

#### **KEAF Mandate:**

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 support the environmental aspects of City Council's Priorities and the Sustainable Kingston Plan.

KEAF will work within the following strategic priority areas:

1. Advise on Council Strategic Priorities;
2. Be a catalyst and conduit for public engagement and awareness; and
3. Identify and advise Council on emerging issues and future priorities.

The Kingston Environmental Advisory Forum shall meet bi-monthly with the intention that working groups of KEAF meet on alternate months. KEAF may also meet at the call of the Chair. With the approval of Council, members of KEAF may collaborate within working groups to advance the work of KEAF as required to support Council's Strategic priorities and specific requests made by Council.

The mandate of the Kingston Environmental Advisory Forum is an advisory one. The Committee may:

- a) Identify and prioritize important and emerging environmental issues through public consultation, research and systematic analysis;
- b) Assist and advise Council on environmental aspects of Council Priorities;

- c) Assist and advise on environmental issues, action plans or policies when requested by Council
- d) Support the engagement, informing, educating and receipt of feedback from the public on environmental matters related to the work of KEAF
- e) Promote environmental sustainability in the City of Kingston.

### **KEAF Working Groups Terms of Reference:**

Council may authorize creation of temporary working groups on certain specific subject matters related to duties as approved by Council in association with other municipal committees, other organizations and members of the public. Working group authorizations shall be reviewed annually.

The following four working groups were identified as necessary at the time of this mandate:

1. Climate change and energy use. This working group shall undertake work on behalf of KEAF on matters related to climate change planning and energy use regarding the following:
  - Assessment of planned and in-progress initiatives in Kingston;
  - Maintaining awareness of emerging Federal and Provincial legislation and policy;
  - Maintaining awareness of progress by other communities in managing climate and energy issues, especially with respect to the Carbon Neutral Cities initiative;
  - Advancing the assessment of carbon pricing and potentials for integration into municipal and community decision making and procurement; and
  - Consideration of climate change and energy within municipal land use planning instruments such the Official plan, Transportation Master Plan, Zoning By laws, etc.
2. Solid waste reduction. This working group shall undertake work on behalf of KEAF on matters related to solid waste reduction regarding the following:
  - Assessment of planned and in-progress initiatives in Kingston;
  - Maintain awareness of emerging Federal and Provincial legislation and policy;
  - Maintain awareness of alternative waste diversion opportunities and other municipalities' best practices;
  - Advise on opportunities for promotion of waste diversion targets and opportunities for integrating best practices locally; and
  - Maintain awareness of City and Council priorities and goals with respect to waste management and be ready to advise on the development of the City's long term waste management plans.
3. Conservation of habitat, natural resources and biodiversity. This working group shall undertake work on behalf of KEAF on matters related to habitat, natural resources and biodiversity regarding the following:

- Assessment of planned and in-progress initiatives in Kingston;
  - Advise in support of Council’s “Plan a Livable City” and “Green the City” strategic priority areas and the Sustainable Kingston Plan’s “Water” theme;
  - Advise on the use of Green Infrastructure that promotes an approach to resource water management that protects, restores, or mimics the natural environmental processes and cycles;
  - Support the City’s target of doubling the tree canopy by 2025;
  - Support consideration of habitat, resources and biodiversity stewardship within the City’s infrastructure plans and projects; and
  - Consideration of habitat, resources and biodiversity within municipal land use planning instruments such the Official plan, Zoning By laws, master plans, etc.
4. Active transportation and reducing automobile use. This working group shall undertake work on behalf of KEAF on matters related to reducing automobile use in favour of other, more active modes of transportation regarding the following:
- Assessment of planned and in-progress initiatives in Kingston;
  - Consideration of active transportation within municipal land use planning instruments such the Official plan, Zoning By laws, master plans, etc.;
  - Support the development of the City’s active transportation management plan;
  - Assess best practices among Canadian cities with a goal of reducing GHGs through increasing the mode share of active transportation; and
  - Support integration of active transportation into City infrastructure planning and projects

**Annual Report Requirement:**

The Kingston Environmental Advisory Forum must submit an Annual Report to Council, on or before May 31<sup>st</sup> each year, through the Environment, Infrastructure and Transportation Policies Committee with respect to the matters outlined in Section 2.5 of the Committee By-Law.