



ANNUAL REPORT

2016





Message from the Board Chair



2016 was a year that saw many exciting changes for Sustainable Kingston, which I believe clearly demonstrate the organization's health and strength.

The year began with the recruitment of a new Executive Director to lead Sustainable Kingston's continued pursuit of its mission. Additionally, we appointed four new Board members, adding a rich diversity of expertise to support the work of the Board of Directors.

We also invested a significant amount of time reviewing the Sustainable Kingston Plan and its goals for the next five years, while determining how best to stay true to its founding theme of the four pillars of sustainability – environment, economic, social, and culture.

The work culminated in the identification of six priority areas, each with its own goals and measurable outcomes that will provide a focus for the organization's programs and activities moving forward.

Ultimately, it is the people of Kingston that make our community what it is. Sustainable Kingston will continue to work collectively with the community to achieve the goal of a sustainable, resilient and livable city.

It has been an honour and a pleasure to serve as Chair of the Board of Sustainable Kingston and I am very grateful for having been given this opportunity to serve our community.

Viviane Paquin

Board Chair

Sustainable Kingston



Message from the Executive Director

Thank you for your ongoing support in making Kingston a more sustainable, livable and resilient community. An annual report is an excellent opportunity to evaluate our success over the past year and identify areas of focus for the years to come.

There are a few accomplishments from 2016 that I would like to personally highlight:

After a year of preparation, Sustainable Kingston launched the Green Economy Program and welcomed nine businesses and organizations that are now measuring their carbon footprint and implementing sustainability strategies.

We moved to a new office on 303 Bagot Street that is better serving our changing organizational needs and allowed us to launch the 'Hub for Community Change'.

We also collectively created a new organizational mission,

goals and strategic plan for 2017-2020, and identified six priority areas that will serve as our planning principles for the next few years.

In 2017 we are looking forward to rolling out new programs and initiatives under the six priority areas, developing the Sustainable City Lab, adding new partners to the Hub for Community Change, and actively engaging the newest members of the Green Economy Program.

Thank you wholeheartedly for being part of creating a more sustainable, livable and resilient Kingston. We are looking forward to working with you in 2017.

Ruth Noordegraaf

Executive Director

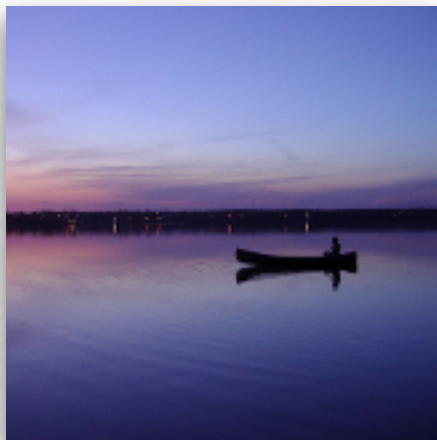
Sustainable Kingston





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Many of the photographs featured in the annual report are sourced from community members that submitted entries to the Sustainable Kingston photo contest.

Thank you to everyone that submitted their pieces of work to the contest. Your photos help us to produce an annual report that is full of local content and imagery.

'Our Mission is to enhance the livability and resiliency of Kingston. We do this by sharing knowledge and providing programs that drive community action'

FROM THE BEGINNING...

Sustainable Kingston was incorporated in 2012 to be the governing body for the Sustainable Kingston Plan, which was created between 2010 and 2012. Between 2012 and 2015 the organization worked on the implementation of the extensive plan by running various community activities and events and the creation of a community partner model, which celebrated the sustainability efforts of local organizations.

A SHIFT OF FOCUS

In 2016, Sustainable Kingston shifted its focus to driving community action directly by supporting businesses, organizations and groups in the Kingston community through knowledge sharing, program development, and resource development.

As part of that process, Sustainable Kingston identified six key priorities that drive the implementation of the Sustainable Kingston plan, which will be the mechanism to measure success, challenges and opportunities in the community through a sustainability lens.

This transition represents one of growth - it builds off of our previous role as an organization that generates awareness on sustainability issues, to one that is actively involved in developing and contributing to sustainability related solutions.

ORGANIZATIONAL GOVERNANCE

Sustainable Kingston is governed by a very active Board of Directors, which has guided the organization through its recent transition period.

STAFF

Sustainable Kingston's core staff in 2016 was comprised of four individuals in the following roles:

- Executive Director
- Program Manager
- Plan Manager
- Events & Operations Manager

VOLUNTEERS

In 2016, Sustainable Kingston benefited from enormous contributions from our growing team of dedicated volunteers. We look forward to growing our volunteer team in the future, and offer our thanks to those dedicated their time to Sustainable Kingston in 2016.



GOVERNANCE CHANGES

Continuing Appointments:

- Viviane Paquin (Chair)
- Iain Munro

New Appointments:

- Helen Cutts
- Nour Mazloum
- Matthew Benson
- Brian Dodo
- Richard Allen
- Julie Salter-Keane

Concluding Appointments

- Brian Gillingham
- Sarah Downes
- Paul MacLatchy
- Jeff McLaren
- Richard Allen

Our Year in Review

13

Workshops,
Seminars & Other
Events

2,420

Participating
Individuals for
Pitch-In
Kingston

16

Contributing
Volunteers

500

Garbage Bags
Collected

1,962

Employees working at
Green Economy Program
Member Organizations

10,063

Tonnes of CO₂ being
tracked by Green Economy
Program Members (2016)

\$82,060

Federal funding secured
from Environment and
Climate Change Canada

3.9%

Average CO₂ reduction
among Green Economy
Program Members (2015-2016)

450

Event and Workshop Attendees

18,770

Total Website Visits

3,850

Combined Social Media Followers

\$3,500

Sponsorships received from local organizations to support programming

4

Summer Positions and Co-Op placements hosted by Sustainable Kingston

141

New subscriptions to the Sustainable Kingston email Newsletter

6

GHG Inventories completed by Green Economy Program Members

**Our Year
in Review**

Strategic Plan 2017-2020

GOAL

To position ourselves as the knowledge centre for sustainability



OUTCOME

- Convene Partners
- Produce research and results in Six Priority Areas
- Release of Annual Community Sustainability Report

GOAL

To develop and implement a system for measuring and reporting on sustainability



OUTCOME

- Develop, review and implement a checklist for measuring sustainability
- Evaluation to be done through the lens of the Six Priority Areas

GOAL

To successfully encourage businesses and organizations to operate in the most sustainable way



OUTCOME

- Develop programs and opportunities for improvement in the Six Priority areas
- Further development of the Green Economy
- Kingston program

GOAL

To provide the community with tools needed to understand how to act more sustainably



OUTCOME

- Profile organizations who are successfully advancing in sustainability
- Hold annual Evening of Recognition event to feature local leaders
- Provide opportunities for community participation

Our Shift in Focus

FROM FOUR PILLARS TO PRIORITY AREAS

In 2016, Sustainable Kingston introduced the concept of priority areas as a way to define and focus the types of initiatives and programs that the organization will lead in the future.

The priority area approach is built out of the organization's four-pillar approach that Sustainable Kingston used at its inception. The new approach aims to recognize the relationships between the various components of sustainability at a more specific level, with a focus on how the individual components interact.

Sustainable Kingston's priority areas were selected after conducting a scan of the community for areas of potential improvement, and after community consultation sessions.

The new approach also takes into account the organization's sphere of influence - it focuses our efforts on programs, initiatives, and other activities where we have the capacity to make a measurable impact.

The priority areas also define the components of sustainability that Sustainable Kingston will track in its annual Community Sustainability Report.

Moving forward, the priority areas will represent a key component of Sustainable Kingston's strategic plan and goals, which run from 2017 - 2020.

SIX PRIORITY AREAS 2017 - 2020

- SUSTAINABLE TRANSPORTATION** (Icon: Bus)
- ECONOMIC PROSPERITY** (Icon: Bar chart with upward arrow)
- CLIMATE ACTION** (Icon: Globe with thermometer)
- SENSE OF COMMUNITY** (Icon: Three hands raised)
- ENVIRONMENTAL STEWARDSHIP** (Icon: Tree)
- FOOD SECURITY** (Icon: Basket of produce)

Community Sustainability Report

Sustainable Kingston published its first annual **Community Sustainability Report** (CSR) in 2016. The goal of the CSR is to highlight organizations and initiatives in Kingston that are helping to make our community more livable and resilient.

A recurring theme that emerged during Sustainable Kingston's 2016 stakeholder consultations was the need for more information sharing about what is happening around sustainability in Kingston.

The creation of a sustainability report addresses this information gap by profiling dynamic individuals, organizations and projects that are infusing sustainability values into the broader Kingston community



Featured below:

- Left: Amey's Taxi
- Top-Center: Gear Up Kingston
- Bottom-Center: Kingston Transit
- Right: The Tea Room





Sustainable Kingston Plan

A primary role of Sustainable Kingston is to bring Kingston citizens together to actively engage them in initiatives that support the Sustainable Kingston Plan and the six priority areas.

In 2016, Sustainable Kingston led, facilitated and contributed to a number of community-based events focused around local sustainability issues.

The events included the following

- Seedy Saturday (Kingston Area Seed System Initiative)
- The Water Initiative for the Future Conference (WatIF)
- Sustainable Kingston Community Forum & AGM
- Earth Hour 2016 & Kingston Unplugged
- Pitch-In Kingston 2016
- Great Lakes Community Café
- Sustainable Kingston Open House
- Sustainable Eastern Ontario Capacity Building Sessions
- Event Attendance Workshop featuring Queen's Events

Seedy Saturday
March 2016



Great Lakes Community Café
February 2016



Pitch-In Kingston
April 2016



In June 2016, Sustainable Kingston moved into a new office space at the corner of Princess and Bagot street in downtown Kingston. The move was brought on by our staff outgrowing our old office space on Sydenham street.

Our new professional office space allows the organization to host events, workshops, and meetings in downtown Kingston with ample room for the organization to expand.

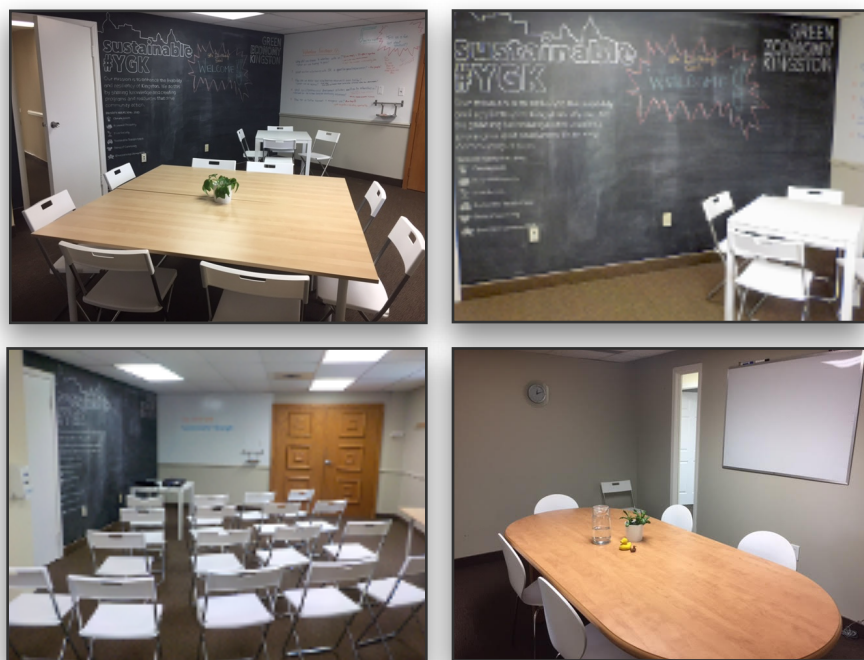
New Space - New Opportunity

We secured a new space that was large enough to accommodate other community organizations that support our sustainability goals while at the same time providing a place for dynamic conversation. This resulted in the establishment of the Hub for Community Change.

In 2016, we provided office space to two local non-profits and welcomed other organizations into the Hub to host meetings, events, and workshops.



Photographs of the New Office



2016 Tenants Include:



The Green Economy Program

In March 2016, after more than one year of planning, Sustainable Kingston formally launched the Green Economy program. The program's launch event hosted nearly 150 individuals from the Kingston business community at the Delta Kingston Waterfront Hotel, with presentations from local dignitaries and the program's first member and sponsors.

From there, the program grew by one member per month until December 2016, when the program finished the year with nine members. Of the nine members that joined the program in 2016, two joined with an existing greenhouse gas emissions inventory, and six others were able to measure their greenhouse gas emissions for the first time with support from the program.

The program's steady growth and initial emissions reduction results highlight a shift in how businesses and organizations are approaching sustainability management in Kingston. Looking ahead, Sustainable Kingston will continue to focus on providing program members with resources and services that drive deeper emissions reductions.



Green Economy Launch

March 2016

Delta Kingston Waterfront Hotel



Opportunities in a Low Carbon Economy

October 2016

St. Lawrence College



Sustainable Kingston is one of eight social enterprises across Ontario convening networks of businesses setting sustainability targets with the support of Sustainability CoLab.

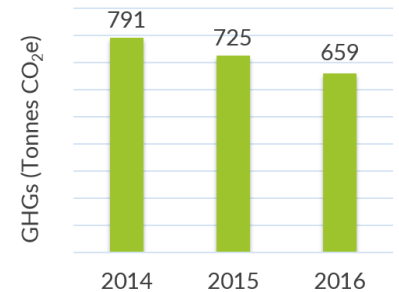
Together we're demonstrating that a more sustainable economy is possible.

Program Members - 2016

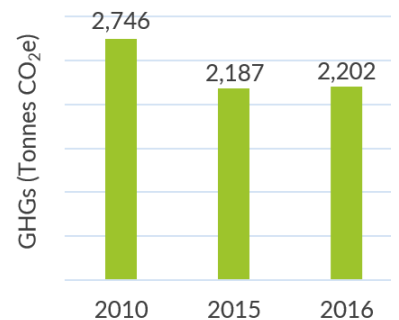
The Green Economy program supports and recognizes organizations that are accelerating the shift to a low carbon economy. With guidance and tools from the program, members of the network are leading by example by measuring, reducing, and setting targets on their carbon footprints.



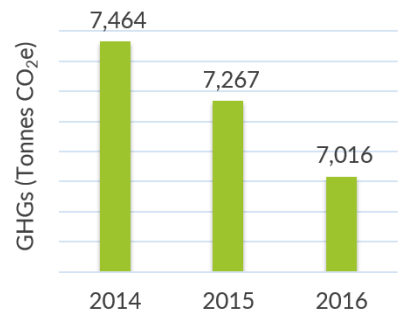
Kingston & Frontenac Housing Corporation formed a Green Team and established its Mission Statement in 2016. The corporation also procured 1,050 LED bulbs for 24-hour fixtures, which will reduce KFHC's annual carbon footprint by nearly 7 tonnes of CO₂.



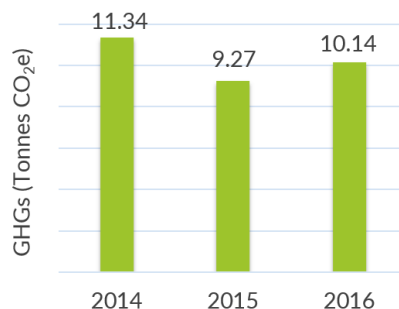
St. Lawrence College (SLC) continued to plan the Student Life and Innovation Centre - a new build that is targeting LEED Gold status. SLC also took steps to expand its solar infrastructure via procuring new ground units. As of 2016, SLC had the largest rooftop solar installation among post-secondary educational institutions in Canada.



After joining the program in October 2016, Homestead measured the carbon footprint of its Kingston portfolio of buildings. Homestead also continued to audit its buildings for common area LED lighting retrofits and continued the installations of in-suite low flow water fixtures, such as toilets and faucets.



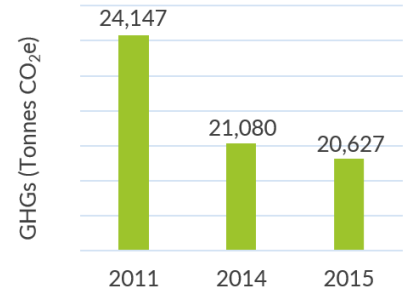
Building off years of sustainability projects at the Princess Street store, Trailhead Kingston measured its carbon footprint for the first time in 2016. The business also planned out a series of 22 sustainability and energy-related projects that will be implemented across the store between late 2016 and the end of 2017.



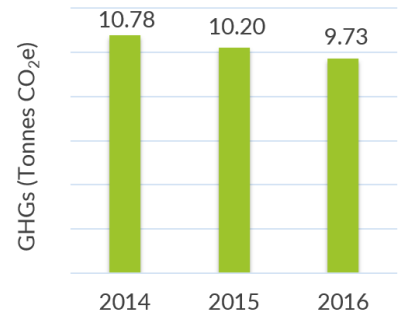
Program Members - 2016



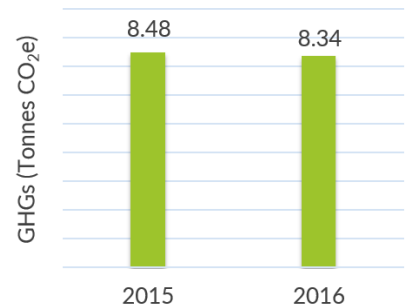
In 2016, The City of Kingston continued its work on the Community Energy Plan, with its intent to reduce energy consumption and to keep energy related purchases within the Kingston area. The City's emissions reduction between 2011 and 2015 is equal to taking 750 cars off the road for one year.



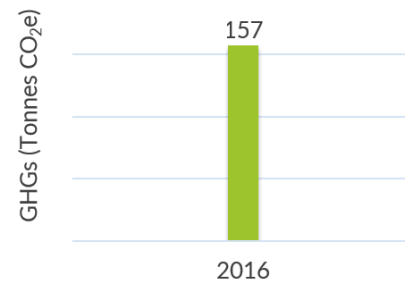
In 2016, Rogers & Trainor measured the carbon footprint of its operations for 2014, 2015, and 2016. The business also assessed the planned purchase of a NEST Smart Thermostat for implementation in 2017, which will more efficiently manage energy use in the office.



During 2016, the Tea Room completed a full energy audit of the café's operations, and measured its carbon footprint for the 2015 and 2016 years. The café also achieved carbon neutrality by offsetting the emissions of the café via its annual tree planting campaign - Teas for Trees.



Limestone Property Management joined the program in December 2016, and quickly measured the carbon footprint of its Lasalle Mews building. The company also planned a lighting audit at the Lasalle Mews to evaluate a LED retrofit project.



In 2016, Western Landscape Services continued a carpool to job site initiative and encouraged employees to drive direct to a job site instead of driving to the office before heading to site.

The initiative helped to reduce unnecessary vehicle travel between employees' homes, the Western Landscape Services office, and work sites.



Team Sustainable Kingston (2016)

Board of Directors

Viviane Paquin
Chair of the Board

Helen Cutts
Director, Secretary

Nour Mazloum
Director

Jim Neill
Director

Richard Allen
Director (outgoing)

Paul MacLatchy
Director, Ex-officio (outgoing)

Sarah Downes
Director (outgoing)

Iain Munro
Director, Vice-Chair

Brian Dodo
Director

Matthew Benson
Director, Treasurer

Julie Salter-Keane
Director, Ex-officio

Brian Gillingham
Director, Treasurer (outgoing)

Jeff McLaren
Director (outgoing)

Staff

Ruth Noordegraaf
Executive Director

Alia Tulloch
Plan Manager

Suzanne Fast
Events & Operations Manager

Liam Conway
Program Manager

Joanna Piernicka
Events & Operations Manager

Volunteers

Suzanne Fast
Sarah-Louise Ruder
Nicole Grabowski
Victoria Russo
Ana Clark
Meghan Robidoux
Jackie Powell
Harkiran Kaur

Georgina Preston
Kailey Beckwith
Charu Parihar
Gayathri Singh
Victor Brinic
Iqra Saleem
Maya Saryyeva
Melinda Mathew

How to Get Involved

Volunteer

Each and every year, Sustainable Kingston benefits from the hard work put in by our committed and talented volunteers. Our volunteers contribute to our various programs, events, and outreach activities that take place in Kingston, while gaining practical work experience with a local organization. We encourage you to contact us if you want to get involved as a volunteer with Sustainable Kingston.

"Volunteering at Sustainable Kingston was the first step I took after graduating from seasonal student to Kingston community member. Through Sustainable Kingston I engaged with, and learned from, the inspiring individuals and organizations that seek to make their city a better place. This was a marvelous opportunity for me."

- Georgina Preston - Volunteer Since 2016

Participate in our Programs

Our recent shift towards becoming a program-focused organization has given the community and its members various opportunities to get involved with our organization. Whether you are a small organization looking to rent office space in our Hub for Community Change or a local business trying to reduce its carbon footprint via the Green Economy program, there are many ways to get involved.

"As an organization, we operate with a strong set of environmental ethics. We are proud of our efforts, but have been stalled for a couple years as to "where do we go from here". That's where Sustainable Kingston gave us that opportunity, and the chance to calculate our carbon footprint. This would not have happened without their involvement."

- James Malcolm, Owner - Trailhead Kingston (Green Economy program member since 2016)

Stay in the Loop

One of our primary forms of communication with the community is through our social media accounts and newsletters. If you want to stay involved with upcoming events, new programs, and other news you can follow us on Twitter, Facebook, and LinkedIn. You can also subscribe to one of our newsletters.



Grantors & Funders

Our grantors and funders provide Sustainable Kingston with the financial support needed to plan, implement, and improve our programs, events, and other activities. With their generous support, Sustainable Kingston is well positioned to continue to grow the organization's local reach and impact.



Ontario
Trillium
Foundation



Fondation
Trillium
de l'Ontario



MOECC

This project was undertaken with the financial support of:
Ce projet a été réalisé avec l'appui financier de :



Environment and
Climate Change Canada

Environnement et
Changement climatique Canada

Program & Event Sponsors

Sponsors of Sustainable Kingston's programs and events provide financial and in-kind support to the organization's core projects and programs. Their support helps contribute to the success of our work.



LIGHTENCO



Utilities
Kingston

carbonzero

Audited Financial Statement

SUSTAINABLE KINGSTON CORPORATION - STATEMENT OF OPERATIONS

| | 2016 | 2015 |
|---|------------------|------------------|
| Revenue | | |
| Contribution from the Corporation of the City of Kingston | 128,800 | 103,333 |
| Grants | 104,922 | 4,112 |
| Miscellaneous | 16,293 | 200 |
| Memberships | 15,235 | - |
| Office Space Rent | 2,920 | - |
| Sponsorships and Registrations: | | |
| Earth Hour | 2,500 | 2,500 |
| Green Economy Kingston | 1,000 | - |
| Event Revenue | 113 | - |
| Interest | 27 | 41 |
| Total Revenue | 271,810 | 110,186 |
| Expenses | | |
| Administration | | |
| Salaries and Benefits | 161,394 | 40,901 |
| Rent | 28,357 | 24,214 |
| Professional Services | 10,466 | 5,949 |
| Office and General | 6,570 | 2,224 |
| Carbon Accounting Software | 5,650 | - |
| Insurance | 2,467 | 2,373 |
| Utilities | 2,000 | 4,071 |
| Travel | 786 | - |
| Bank Charges | 30 | - |
| | 217,720 | 79,732 |
| Events and Promotions | | |
| Membership Fees | 10,632 | 7,176 |
| Community Events | | |
| Green Economy Kingston | 5,915 | - |
| Earth Hour | 2,427 | 2,226 |
| Media and Promotions | 1,802 | - |
| | 20,776 | 9,402 |
| Total Expenses | 238,496 | 89,134 |
| Excess of Revenue over Expenses | \$ 33,314 | \$ 21,052 |



#201 - 303 Bagot St.
Kingston, ON K7K 5W7
www.sustainablekingston.ca



The Environmental Footprint of this Annual Report:

100 copies of the 2016 Annual Report
were printed on 100% recycled paper.

Environmental Impact per Report:
17.9 kg CO₂e
416.9 L of water

Environmental impact estimates were made using the Environmental Paper Network Paper Calculator Version 3.2.1. For more information visit www.papercalculator.org.



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