



Environmental Stewardship Guide Book



Green Economy
London



A guide to help you select
and complete stewardship
projects to earn your
badges

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Environmental Stewardship Framework Overview

Background:

This framework is designed to help our members showcase being stewards of the land, water, community, and native species of London and the surrounding area. The framework is comprised of over 20 stewardship projects that members can undertake. Members will choose which projects they want to participate in and what level they are aiming to reach in a given time period. Members will receive a digital badge to promote their stewardship progress on their website and social media. Any stewardship projects you have completed in the past, are recognized.

"Rules of the Game":

Participating members must report which projects they are participating in for recognition. Targets must be set within three years of joining the hub. Any and all prior action will be recognized as a completed project. Members must complete a minimum of 1 "Action Project" to be recognized as an Environmental Steward. Therefore, all completed projects can't be "Sponsorship Projects".

- **Sponsorship Projects**

Our community has many groups working hard on sustainability initiatives. Your business can earn a completed project for every organization you support from the list below. The sponsorship must be a minimum of \$25 for every 5 employees, and you need to share the sponsorship internally and externally to get credit for the project.

- **Action Projects**

These projects are to be completed by the business. All of the listed tasks need to be done in order to receive Project Completion.

Environmental Stewardship Framework Overview

"Rules of the Game" Continued...

This guide and framework is a living document; therefore, the projects listed are not the only projects eligible to be counted towards a target level. We will continue to add projects to this framework every year, but if you have ideas for projects or are currently already doing projects that fall under environmental stewardship let us know!

Upon review of the project description, you will be awarded project points under an Innovation project classification. This Innovation project can be either an action project or a sponsorship project relating to environmental stewardship.

Keep us updated with new projects and send us your photo's so we can share them on social media.

2+ Projects



5+ Projects



8+ Projects



10+ Projects



Sponsorship Projects



ReForest London: Sponsor a Tree Planting

Contact: Sheila Creighton, sheila@reforestlondon.ca

Option to sponsor a tree planting, or have your team partake in a tree planting with ReForest London's assistance. If your business has land, ReForest London and its partners will supply everything else you need: help selecting and designing, expertise in selecting tree species, supply and delivery of trees, and all the logistics of the planting on the day of. Click [HERE](#) for more info.



LOLA Beehive Sponsorship - Support Local Pollinator

Contact: Ellie Cook, ellie@rootcellarorganic.ca

LOLA Bees (London Ontario Learning Apiary) is an urban beekeeping project based in the Old East Village. This package has been designed to be as hands-on (or off) as desired, with opportunities to follow the hive's progress through the season, and to get involved in tending the bees!

Click [HERE](#) for more info



ALUS Canada- A New Acre Project

Contact: Katherine Belpatky, newacre@alus.ca

Your financial support allows New Acre™ to fund environmental projects on local farms and ranches across Canada. As a New Acre™ sponsor, you help farmers and ranchers steward their land to produce cleaner air, cleaner water and new wildlife habitats for the benefit of all Canadians.

Click [HERE](#) for more info



Chippewas of the Thames Sustainable Living Project

Contact: Marianne Griffith, greenecconomy@londonenvironment.net

Contribute to energy and water conservation programs for COTTEN Environment and Lands Department.

Click [HERE](#) for more info



Thames Talbot Land Trust - Vision 20/20 Campaign

Contact: info@ttltd.ca, 519-858-3442

Protecting environmentally significant lands through acquisition and conservation. Conserving natural heritage lands is one of the most effective ways to address climate change. These landscapes retain rainwater, provide habitat, absorb carbon from the atmosphere, and build resilience in natural communities.

Click [HERE](#) for more info

GREEN TEAM

A Green Team is a group of passionate and knowledgeable people eager to lead your organization to a low-impact, environmentally-friendly future. These individuals share your organization's sustainability vision and use their skills to develop a plan to make it a reality. Together a Green Team develops, implements, and manages projects and initiatives to help your organization reach its target of reducing greenhouse gas emissions.

Creating your own Green Team

- To help you get started, read our "Green Team Guide"

This guide will identify where to start, how to structure your team and provide objectives, targets, and project ideas. It also provides resources for implementation and measuring the successes of the green team.

Ideally, Green Teams should meet a minimum of 4 times a year.

Click [HERE](#) to access our Green Team Guide, exclusive to Green Economy London Members

See on the right for an excerpt from the Green Team Guide

A Sample Structure for the Terms of Reference:

Green Team Terms of Reference	
Name:	What is your Green Team's name?
Vision:	Is your vision clear, concise, connected, compelling, contrasting, and credible? Does your vision incorporate long-term and short-term planning? Does your vision reflect the passion and commitment of the team? Does your vision include a snapshot of the sustainable future you want to achieve?
Membership:	Who is eligible to be on the Green Team? How long do their terms last?
Leadership:	Who will be the leader of the Green Team? How long will the Green Team Leaders terms last? How will the Green Team Leader be selected?
Meeting Frequency:	How often will the Green Team meet?
Record of Meetings:	Who will record the Green Team minutes?
Reporting Mechanism:	How will the Green Team report its accomplishments to management and staff? How frequently will they report?
Authority:	What is purpose of the Green Team? What kind of authority will the Green Team have in organizational decision-making?

NATIVE PLANTINGS

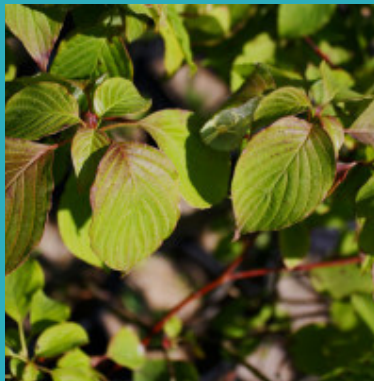
Use of native plants on business lands, or on land you have permission to access and maintain

Landscaping with native wildflowers and grasses helps return the area to a healthy ecosystem. Diverse varieties of birds, butterflies and animals, are attracted to the native plants, thus enhancing the biodiversity of the area. The beauty of native wildflowers and grasses creates a sense of place, both at home and work. The native plants increase our connection to nature, help educate our neighbours, and provide a beautiful, peaceful place to relax.

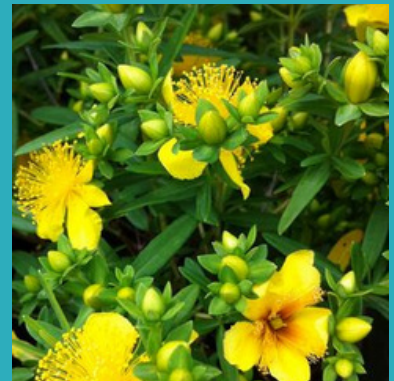
Examples:



Butterfly Milkweed



Alternate Leaved Dogwood



Pot of Gold



Staghorn Sumac



Tulip Tree



Blue Bigstem

Native Planting Guidelines

- Use of native species in lieu of non-native ones in an existing landscape
- Creation of a **new** native flower garden
- Creation of habitat for endangered species
- Can replace existing garden, or create a new area
- Engage Employees
 - Plan/design/create a native garden
 - Maintenance of garden
 - Education about native plants in garden

Resources

Where to find native plants in London, ON?

- [Heeman's](#)
- [Van Luyk Greenhouses and Garden Centre](#)
- [Parkway Gardens](#)

More Info on Native Plants

- [London Middlesex Master Gardeners](#)
- [List of Native Plants](#)
- [In the Zone Gardens](#)

COMMUNITY CLEAN UP



London's Clean and Green is a yearly event that encourages businesses and individuals to participate in a community clean-up.

The goal of the Community Clean Up is to spruce up the Forest City for the spring season. Organize with your team and head out into the community to pick up litter and help clean up our city.

Share your photos of you and your team on social media with us.

For more info click [HERE](#)

If you can't participate on the scheduled day, no worries, you can still get a project completion point by organizing your own team's clean-up. Just send us details of what you did and snap a few photos that we can share on social media!

LittaTrap Stormwater Filtration Project

To get this project point you can either sponsor a LittaTrap installation at another location or have one installed on your property!

What is a LittaTrap?

The Enviropod LittaTrap is a specifically designed catch basin basket that sits inside the stormwater catch basin and captures plastic and litter caught up in the stormwater runoff before it reaches rivers, lakes, and oceans.

The LittaTrap is a low-cost solution to prevent marine plastic and pollution in our waterways and can be easily installed into new or existing drainage infrastructures.

For more info click [HERE](#)



Sustainable Transportation Program

The business promotes the use of sustainable transport within the organization such as:

- Walking
- Biking
- Taking the bus
- Carpooling

A fun way to start increasing the number of employees who choose to come to work using an alternative option to driving their own car is by having a bike to work day/alternate transport day once a month.

Incentives are a great way to encourage employees not to drive their own car which can look like providing employees free bus passes in place of parking permits.

Other initiatives can include installing infrastructure for cyclists such as a bike rack and shelter. Also, provide priority parking for electric vehicles, and install an electric charger.

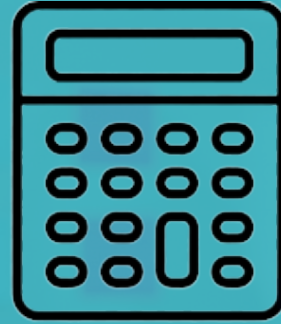
Educational materials should be distributed to employees on the impact of reducing their driving, and the scope 3 emissions and pollution reductions that occur when people chose to take alternative transportation methods.

This project can be completed by doing one or more of the above projects or if your business has an innovative way to encourage alternative transport at work let us know!

Resources:

- [London Cycle Link](#)
- [Commute Ontario](#)

PROJECT nøutral



Project Neutral's carbon calculator gives you the tools to understand your climate impact and what you can do about it. This is a great way to engage employees in sustainability in their daily lives, which will also help them understand and cooperate with their sustainability initiatives at work.

To complete this project have your team complete the Project Neutral calculator click [HERE](#)

It is encouraged to have a follow-up meeting to discuss the results from the test, and we encourage you to have your employees redo the calculation process every year to see if their carbon impact changes.

Waste Free Lunch Program

What does a waste-free packed lunch mean?

Simple - it means not creating extra waste by bringing your food to and from where you are going. This equals out to no plastic bags, plastic wraps, tin foil, parchment paper, napkins, plastic straws, plastic utensils, single-use bags and containers. The easiest and greenest way to transport your food from home to where you are going would be glass or stainless steel containers.

Here are some ways to increase zero-waste lunches:

- Promote waste-free lunches, and provide educational materials and posters in the kitchen to gather employee interest.
- Provide stainless steel/reusable utensils in the kitchen or give each employee their own set.
- Provide or encourage employees to bring or use reusable cups/mugs for coffee and reusable water bottles they can fill up.
- When possible, if there are catered events try to make them as zero waste as possible.
- Have zero waste lunch days, and send out memos by email to encourage everyone to participate.



Resources:

- [Zero Waste Lunch Tips](#)
- [Reimagine Co. Store \(Find all the products you need to create the perfect zero-waste kit\)](#)

Rain Barrels

This project involves installing rain barrels on your building's downspout. If you have any type of landscaping, gardens, or potted plants on your property then rain barrels are a great opportunity to lower your water usage from tap water.

Why we love rain barrels:

- They're easy to install and relatively inexpensive
- Harvested rainwater is better for your lawn and garden than tap water
- Using a rain barrel reduced water pollution by minimizing stormwater runoff, which can collect pollutants from your landscape such as nutrients, sediments, chemicals, and bacteria.

Did you know?

A moderate storm of 25 mm (1 inch) of rain produces over 2000 litres of runoff from a roof surface of 93 square meters of water.

Click [HERE](#) for more info on Rain barrels.

- Another resource: [TREA](#)

Where to find rain barrels in London:

- [Home Depot](#)
- [Canadian Tire](#)
- [Costco](#)
- [Home Hardware](#)



Native Rain Gardens

What is a Rain Garden?

- A rain garden is essentially a shallow garden with enhanced soils and a rock reservoir designed to collect rainwater from roadways, parking lots, and other hard surfaces
- They consist of a combination of planted shrubs, grasses and flowers.

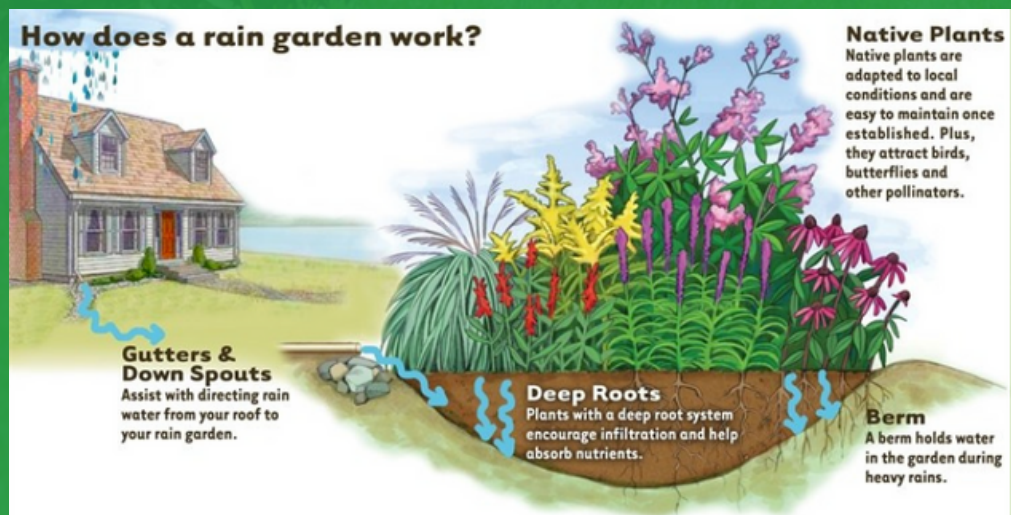
Importance of Rain Gardens

- Rain gardens can provide necessary storm-water control, which limits the amount of runoff entering the storm sewer. This reduces the risk of potential flooding and stream bank erosion by slowing the water down and reducing the volume that enters the waterways
- Because rain gardens are designed to mimic nature in an urban setting, they not only are an aesthetic landscape feature but also increase infiltration to native soils which helps remove pollutants by the time the water enters the waterways.

More reasons we love Native Rain Gardens

- In addition to all the great stormwater filtration and runoff reduction these gardens provide, they are low maintenance. The plants that make up these gardens are hardy and require little to no watering.
- They also attract native pollinator species, such as butterflies and birds, as well as beneficial insects.

For more information on the benefits of rain gardens, best practices, and helpful tips to get you started with your rain garden click [HERE](#)



Native Pollinator Garden

What is a native pollinator garden?

A native pollinator garden is made up of native plant species that are meant to attract pollinators. This can be a section of your garden you dedicate to these types of native species or creating a new garden specifically to act as a pollinator garden.

Why are they important?

- Creating an environment that allows pollinator species to thrive is an important part of the natural ecosystem. As a group they pollinate fruits, vegetables, and flowers, both wild and domesticated, making plants healthier and more likely to produce a better quality harvest. Therefore, the presence of pollinators in an urban garden can only be positive.
- Pollinator numbers worldwide are declining, and by creating a pollinator garden you are providing habitat for them to thrive in an urban setting that primarily has a lot of development.

How to complete this project for a stewardship point:

- You can create your own native pollinator garden without having to get a sign with Pollinator Pathways, however, we do encourage you to purchase one and add it to your garden to help increase awareness and education on pollinator projects throughout the city.

For info on how to start your pollinator garden, select the best plant species, and maintenance guidance, click [HERE](#)

Vegetable Garden

This project involves planting a vegetable garden on your business property. The garden is grown and maintained year to year, and it is up to the business what they would like to do with their harvested foods.

Having a vegetable garden available to your employees can help promote sustainable food sources. It can be an educational tool to help employees learn how to grow their own gardens at home. It's no secret that buying food from grocery stores can have a big carbon footprint attached to the growing, packaging, and shipping process of getting the food to the store.

Having more local food sources helps to reduce those carbon emissions. As well the fresh produce in the garden is a nutritious food snack for employees to eat and bring home. This creates a fun and rewarding activity for employees to eat and bring home. This creates a fun and rewarding activity for employees to take 15 minutes of their break on nice days to go tend to the garden. This can reduce stress, anxiety, and improve mood which can help boost work productivity.



Click [HERE](#) for stories on other businesses making corporate gardens available to their employees

Butterfly Garden

What is a butterfly garden?

A butterfly garden is similar to the native pollinator garden, with a primary focus on planting species that will attract butterflies and provide larval food and roosting shelters for butterflies to rest.

Why are they important?

- Pollinator numbers worldwide are declining, and in this case, Monarch butterflies are at risk due to habitat loss across North America along with a changing climate. These gardens provide a habitat for them to thrive in an urban setting that primarily has a lot of development and has wiped out most of their natural environment.

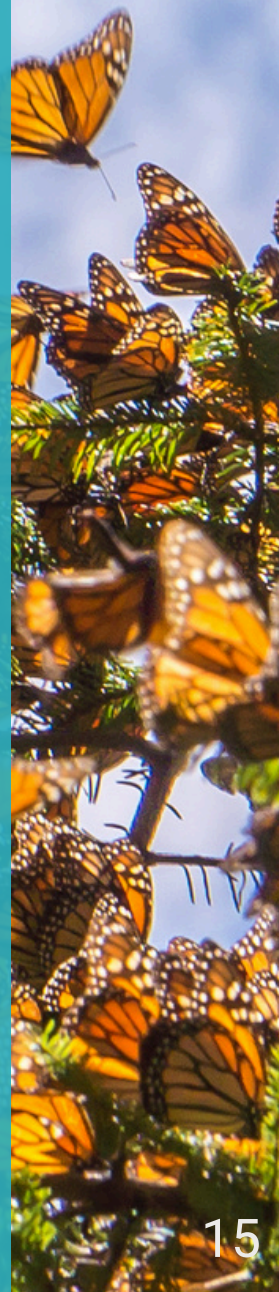
How to complete this project for a stewardship point:

- Dedicate a garden space to plant species specific to supporting native butterfly species. For a list of plant species click [HERE](#)
- For more information on what you need to complete your butterfly garden click [HERE](#)



Examples of good species to plant in a butterfly garden:

- Common Milkweed
- Butterfly Milkweed
- Swamp Milkweed
- Blue Vervain
- New England Astor
- Great Lobelia
- Black-eyed Susan
- Wild Bergamot
- Butterfly Bush



Invasive Species Management

The purpose of this project is for a business to monitor and remove invasive species. This could be at the side of your business or another site with the proper owner's permission.

There are projects you can sign up for such as adapting a garlic mustard patch at one of the Thames Talbot Land Trust properties. You and your team can arrange a day to spend in nature to help remove these invasive plants. Click [HERE](#) to contact TTLT to arrange this team event.

Why are invasive species bad?

Invasive plant species are bad for the local environment because they do not support native insects, pollinators, or animals as effectively as native species would. Native plants find it difficult to compete with invasive species, and so the invasive species replace the native ones. This in turn leads to a habitat change and negatively impacts the ecosystem. Over time there is a decline in biodiversity from native species that cannot adapt to the changing ecosystem. Click [HERE](#) to learn more.

It is very important not to plant these invasive species, and to remove as many as possible from your natural area. See below for some common invasive species in London, ON.



Common Buckthorn



Giant Hogweed



Garlic Mustard



Glossy Buckthorn



Phragmites



Dog Strangling Vine

E-Waste Recycling

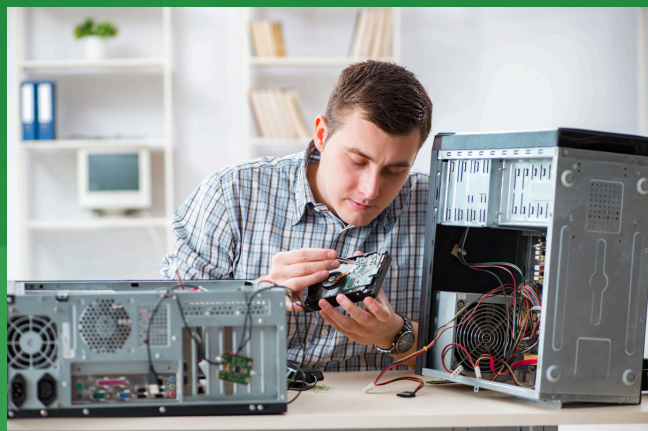
The requirement for this project is that your business sells/donates old equipment or computer tech for recycling or refurbishment

Impacts of technology waste:

- Electronics thrown into landfills have serious environmental impacts. Since most electronics contain non-biodegradable materials, heavy metals, and toxic materials like lead and mercury, they can leak into the groundwater sources potentially threatening drinking water sources.
- Producing and manufacturing new technology has an intense carbon footprint, therefore when old electronics can be refurbished into a workable and effective device it reduces the demand for more non-renewable resources like heavy metals to be extracted and mined.

Click [HERE](#) to find the closest electronic waste depots the City of London has in place.

If you would like to donate your old computers and tech equipment to a refurbishing company click [HERE](#)



Supply Chain Management

This project involves your business taking steps to make your supply chain more sustainable. You will need to research supply chains in-depth and create a supply chain report. Your business takes steps to offset/mitigate impact within the supply chain, which can include switching suppliers, changing operations to involve more sustainable sources of materials, and conducting offset activities for unavoidable GHG impacts within the supply chain.

Overall, there are key overriding factors to be considered in defining and optimizing any end-to-end Supply Chain strategy from an environmental perspective:

- Reduce waste and improve efficiencies
- Reduce carbon emissions
- Reduce energy usage
- Conserve natural resources
- Reduce - Reuse - Recycle
- Promote clean, sustainable resource utilization

Click [HERE](#) to learn more

More Resources:

- [The Ultimate Guide to Supply Chain Management](#)
- [6 Keys to Successful Supply Chain Management](#)
- [Carbon Footprints in the Supply Chain](#)

Sustainable Development Goals Alignment

What are the Sustainable Development Goals (SDGs)?

The UN's Sustainable Development Goals are a collection of 17 goals meant to act as a "blueprint to achieve a better and more sustainable future for all." The goals were set by the United Nations in 2015 to act as a universal call to action to end poverty, protect the planet, and ensure that all people enjoy peace and prosperity by 2030.

Why Align Business Goals to the SDGs?

The SDGs act as a guideline for businesses to assess and manage social, economic, and environmental risk, while also improving their image, reputation, and strategic position in today's world markets. The SDGs can also be a tool for businesses to use to communicate performance, engage with various stakeholders, and set targets and actions. An important part of aligning with the SDGs is the collaborative aspect, and helping to solve the world's most challenging tasks in sustainability.

Green Economy London's Alignment with the SDGs

Many of the SDGs focus on restoring our natural environment and building more sustainable cities. This aligns well with the four target areas that Green Economy London supports businesses with, which include reducing waste, water, and emissions, as well as becoming environmental stewards. We have identified six UN SDGs that align with our work below to help members understand which SDGs they are having an impact on when they participate in our program. Click [HERE](#) to read more on how your business can align with the SDGs.

6 CLEAN WATER AND SANITATION



7 AFFORDABLE AND CLEAN ENERGY



11 SUSTAINABLE CITIES AND COMMUNITIES



12 RESPONSIBLE CONSUMPTION AND PRODUCTION



13 CLIMATE ACTION



15 LIFE ON LAND



Environmentally Friendly Cleaning Products

This project involves switching the majority or all of your current cleaning products with ones that have industry standard green certified labels on them. They can either be labelled with the following.



Green Seal Certified Products: There are the American and LEED standard certifications for products.

Click [HERE](#) for a list of products with these labels



Ecologo Certified Products: This is considered the Canadian standard however, Green Seal products are still considered acceptable within Canadian green buildings. Click [HERE](#) for a list of products with these labels



Paper Procurement

To get this project point you need to be using or switch to using Forest Stewardship Council (FSC) certified paper products at your business. Use FSC-certified paper products such as:

- Copy paper
- Envelopes
- Letterhead

What the FSC Labels mean:

- FSC 100% means products are made of 100% virgin material from FSC-certified forests
- FSC Mix means products are made with a combination of FSC virgin fibre, and/or recycled materials with controlled virgin fibre
- FSC Recycled means products are made with 100% recycled fibre

The Forest Stewardship Council sets standards for forest products, independently certifies that these standards have been met, and bestows labels upon products that qualify. FSC certification gives customers the option to choose forest products like paper and wood that have been sourced in an environmentally-friendly way, socially responsible and economically viable manner.

Where to buy in London:

- FSC products can be found in most office supply stores such as Staples, Walmart, and BestBuy
- If you work with a local printing company, check with them if they can make sure the printing products they are printing your materials on are FSC certified



Sustainable Printing

Taking a step further and in combination with the paper procurement project, the sustainable printing project comes with making changes to your entire process.

How to make your printing more sustainable:

- First implement paperless policies wherever possible to reduce the amount of printing
- When printing is necessary, encourage 2-sided printing when possible
- Using eco-friendly printer ink and toner and recycling ink cartridges
- Using soy-based ink and toner in lieu of traditional petroleum-based
- Choose an ENERGY STAR-certified printer, copier, and/or scanner
- Using printer paper that is Forest Stewardship Council (FSC) certified
- Certified recycling ink and toner cartridges
- Return empty cartridges to where you purchased them, most retailers will take back empty cartridges as part of their e-waste recycling program
 - If using HP or Canon printers, [TerraCycle](#) accepts Inkjet cartridges in their e-waste recycling program

For more tips to reduce your printing's environmental impact click [**HERE**](#)



Textile Diversion

To get this project point, your organization will participate in textile waste diversion by working with Diabetes Canada to collect used clothing and household textiles.

Accepted donations include:

- Clothing
- Ties
- Stuffed toys
- Blankets
- Belts
- Socks
- Linens
- Curtains
- Hats
- Bags
- Towels
- Pillows
- Mitts
- Shoes
- Sheets
- Sleeping bags



Textile Waste Diversion Strategies:

- Organize an employee engagement clothing drive
- Arrange for the strategic placement of textile recycling boxes at your workplace or event

Benefits of Partnering with Diabetes Canada:

- Access to textile collection data, including sustainability and impact reports
- Convenient and accessible donation locations, making it easier to divert textile waste from landfills

Contact for More Info or to Get Started:

Kim Vanstone

kim.vanstone@diabetes.ca



Thank You to our Supporters!



Together, we're demonstrating a sustainable economy is possible.

For more information on any of these projects, or to get started on your sustainability journey, visit greeneconomylondon.ca or contact kaitlin@londonenvironment.net

