



RECREATION & PARKS CRITERIA FOR GREEN EVENTS

Choose a meeting location that will require the least amount of travel for attendees and allow for alternative modes of transportation such as carpooling, walking and/or cycling.

Use the most efficient vehicle when carpooling to a meeting/event.

Host a paperless meeting/event. If printing is required, print double-sided and in black and white. Keep text as short as possible by using smaller font, minimum margins and reduce unnecessary space. Use a low grade print.

Use paper that is certified by the Forest Stewardship Council (FSC).

Use reusable envelopes whenever possible.

Use reusable plates/cutlery/trays for food/beverages. If not available, use compostable/biodegradable products and reusable cloth napkins. Encourage attendees to bring their own reusable mug to meetings.

Collect and re-use all plastic or paper name tags and holders.

Choose locally grown and organic foods that are in season. Use fair trade coffee. Minimize food waste. Offer vegetarian food options.

Keep food and beverage packaging to a minimum and maximize recycling.

Remind attendees not to idle when attending, loading and/or unloading at the meetings or events.

Offer webinars or conference calls for remote participation in meetings.

To host your meeting/event, select a building that is efficient (e.g. green Town facilities) and which offer on-site opportunities for carpooling, bicycle storage, renewable energy generation.

Encourage walking and provide visible signage to the event by clearly identifying pedestrian access lanes.

Offer incentives or discounts to the event for patrons who travel to and from the event by sustainable transportation options such as carpooling, cycling, walking, skate boarding and/or shuttle buses.

Offer and provide signage for designated parking spots closest to the event entrance for patrons who use sustainable transportation such as carpooling, cycling, and bus shuttle service.

Advertise designated carpool parking spots and active transportation options (e.g. cycling, walking) in all event promotional materials.

Offer a prize draw for patrons if they carpool, cycle, skateboard, walk or use shuttle service to get to the event.



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Choose washable instead of disposable dishes, silverware and glasses. If disposable is the only option, avoid styrene, plastic plates or Styrofoam containers.

Use large containers for condiments and beverages to avoid excess packaging.

Provide waste sorting stations with recycling, garbage and green bins. Recycle all cardboard and paper. Ensure e-waste is disposed properly. Work with Region of Halton Waste Management at 1-866-442-5866 or visit www.halton.ca to learn how to minimize waste.

Seek materials/supplies made from recycled materials (paper, pens, badges etc.). Produce signs that can be reused the next year to cut costs.

Encourage presenters/exhibitors to minimize printed materials as well as packaging for shipping materials.

Offer reusable mugs or bottles for use at the event and at home and provide water stations. If offering water, consider providing water in bulk so that attendees can refill their reusable bottles.

Use non-toxic, biodegradable cleaning supplies.

Purchase products from local suppliers (to avoid long distance shipping and packaging) and from suppliers committed to environmental issues.

Use rechargeable batteries and charge them so that batteries can be re-used.

Become an Integrated Community Sustainability Strategy partner. Contact the Office of Sustainability for more information.

Host a sustainability contest using art, media, photo or story.

Offer valet bike parking to encourage cycling to event.

Other: You may provide a green initiative not mentioned above. Acceptance of the initiative is subject to the Town's approval.