

## Minutes

<b>Meeting:</b>	<b>Sustainability Coordinating Committee</b>
<b>Date:</b>	January 22, 2015
<b>Time:</b>	9:00 - 11:00 am
<b>Location:</b>	<b>Schmon Tower Board Room</b>
<b>Present</b>	
<b>Name</b>	<b>Representing</b>
Tom Saint-Ivany	Facilities Management
Domenic Maniccia	Facilities Management, Custodial
Iain Glass	Hospitality
Jamie Fleming	Residences
Chuck MacLean	Procurement Services
Kevin Lawr	Central Receiving & Shipping
Larry Molnar	Facilities Management, CPDC
Danny Kasunic	Facilities Management , M&U
Scott Johnstone	Facilities Management, M&U
David Love	ESRC
Mehmet Emin Boyociogln	Graduate Student's Association
Andrew Prankevicius	HR/EH&S
Tacey Atkinson	Campus Store
Sarah Holmes	SSAS (MS Program)
Katrina Kroeze	NSI
Dinah Martin (Rec. Secretary)	Facilities Management, CPDC
<b>Regrets</b>	
Amanda Smits	Recreation Services
Mandeep Mukkar Ippolito	Hamilton Campus
Karen McAllister-Kenny	Recreation Services

Item #	Discussion	Action
1.0	<b>Welcome (Tom Saint-Ivany)</b> Tom had everyone introduce themselves.	
2.0	<b>Confirmation of Agenda (Tom Saint-Ivany)</b> Agenda adopted. No new business.	

3.0	<b>Review of November 27, 2014 Minutes (Tom Saint-Ivany)</b> Minutes adopted.	
4.0	<p><b>Calendar of Sustainability Events</b></p> <ul style="list-style-type: none"> <li>o NSI Sustainability Reporting Workshop December 9, 2014</li> <li>o NSI Open House January 15, 2015</li> <li>o Ontario Green Universities Survey 2014 Due January 30, 2015</li> <li>o NSI Annual Report Survey Due February 13, 2015</li> <li>o Earth Hour March 28, 2015</li> </ul> <p>Andrew Prankevicius added there will be an open meeting with Bird Studies Canada; February 6<sup>th</sup>: 11 am Plaza 600L and lecture @ 2:15 Sankey Chamber</p>	Tom Saint-Ivany
5.0	<p><b>Presentations</b></p> <p>Presentation from the Niagara Sustainability Initiative (NSI) on car-pooling and there was consensus to further assess the feasibility of implementing car-pooling at Brock and affirming it as the SCC's principal Goal for 2015. University Services/Parking Services has taken on the leadership of this assessment.</p> <p>The NSI is currently working with Brock to measure the organizations carbon footprint and working to reduce the carbon footprint.</p> <p>The presentation included:</p> <ol style="list-style-type: none"> <li>1 introduction and Overview</li> <li>2 Software Proposal</li> <li>3 Next Steps</li> <li>4 Q&amp;A Session</li> </ol>	Katrina Kroeze
6.0	<b>Sustainability Awards &amp; Recognition</b> No New items.	
7.0	<b>Reports From Standing and Ad-hoc Sub-Committees</b> No new items.	
7.1	<b>Fair Trade Campus Committee</b> No new Items	Anneka Bosse/ Charissa DiMarco
8.0	<b>Old Business</b>	
8.1	<b>Student Car Share</b> No new items	BUSU Rep

8.2	<p><b>Energy Conservation and Demand Management Plan (ECDMP)</b>            Danny is currently updating the goals and objectives of all our energy projects to have visible measure for those trying to monitor our progress. Some projects on the list have been combined and others are no longer relevant Tom pointed out is that this is a fluid document that needs to be updated periodically, and that the next year (2020 needs to be included the list).</p>	Danny Kasunic
8.3	<p><b>Sustainability Website Update/SCC Communications Strategy</b>             OPEN</p>	Amanda Smits
8.4	<p><b>Ethical Purchasing Policy review &amp; SCC Input</b>            There was a discussion regarding travel, specifically when faculty and staff travel together and if savings were or could be tracked.             OPEN</p>	Chuck MacLean
8.5	<p><b>Sustainability Policy Review</b>            The Board of Trustees approved the University's Sustainability Policy on June 27, 2013. The review of the policy is being undertaken this spring to be completed by May 2015. Members were asked to send any observations or comments to Tom before the next meeting.             OPEN</p>	Tom Saint-Ivany
8.6	<p><b>Committee Terms of Reference</b>            The document circulated was a first draft. Members were asked to send any observations or comments to Tom before the next meeting.             OPEN</p>	Tom Saint-Ivany
8.7	<p><b>2014 Annual Waste Audit</b>            The Annual Waste Audit was done over 7 days in Oct 2014. Results of the 2014 audit are expected soon. (2013 Result: 65%, 2014 Goal: 67.5%).</p>	Domenic Maniccia
8.8	<p><b>Carpooling - A 2015 Sustainability Goal?</b></p>	Tom Saint-Ivany
8.9	<p><b>Ontario Green Universities Survey 2014</b>             OPEN</p>	Tom Saint-Ivany
8.10	<p><b>Campus Plan Update</b>            Planning Consultant Retention: The RFP period has recently closed and the consultant proposals are currently being evaluated and scored by the evaluation committee. It is intended to complete the selection process and retain the planning consultant in late January 2015.            A steering committee will be established to oversee the work of the planning consultants. In the initial stage of the update process the consultants will hold interviews with key stakeholders, and later with a broader group of stakeholders including local agencies. As the work progresses, a visioning workshop will be held with key stakeholders followed by a series of open houses to receive feedback from the wider community prior to finalizing the updated document in August 2015. Then a series of internal approvals</p>	Larry Molnar

	including reports to SAC, Senate IT&I and finally the Board of Trustees in October 2015. <b>OPEN</b>	
8.11	<p><b>The Next Location? Electric Vehicle charging Station</b> The 3 locations suggested from previous meeting and cost were discussed</p> <ol style="list-style-type: none"> <li>1- Walker North. Approximately \$7,000.00 plus charger (approx. \$3,000.00)</li> <li>2- Kenmore. Approximately \$ 8,500.00 plus charger (approx. \$3,000.00).</li> <li>3- Flora Egerter Way \$ 20,500.00 plus charger(approx. \$3,000.00)</li> </ol> <p>There was also a discussion on future plans for stations at Q lot, CUB and also a visitor location. The current locations can help supply information for future demand.</p>	Scott Johnstone
8.12	<p><b>“Parked” Old Business</b> 8.11.1 Sustainability Coordinator</p>	Tom Saint-Ivany
9.0	<b>New Business</b>	
9.1	<p><b>Master of Sustainability</b> The program currently has 9 students 8 full time and 1 part time with 2 streams with 6 and 3 students in each. The NSI suggested they would be interested in hosting a 4 month co-op placement program to possibly begin in May of 2015. Funding to be discussed.</p>	ESRC Rep Sarah Holmes
9.2	<p><b>SCC Multi-Year Sustainability Action Plan Update</b> The University’s Multi-year Sustainability Action Plan provides an overview of sustainability-related activity lines, including key metrics, for the current and future Fiscal Years. Tom asked members to let him know if there is more information to add.</p>	Tom Saint-Ivany
10.0	<p><b>Once-Around-the-Table</b> Tom Saint-Ivany- Currently in discussions with the Student Union regarding improving (heating) bus shelters. There are future plans to reconstruct the whole area. There may be a grant opportunity with the Region and Transit for funds for the design including improving loading and unloading areas. Jamie Fleming - At the end of exams in December each room in residences was checked to make sure lights were off, heat was lowered to an acceptable temperature, taps were turned off. Scott Johnstone- Waterline Studies project underway with Dave Balasiak to determine water being lost underground and through leaks in domestic water lines in tunnels and underground. This is a multi-year project to help prevent losing water in the future.</p>	All

	<p>Domenic Maniccia- Looking at opportunities to expand collection of Kevin’s battery program with a goal to have a bin in every department or office. Also adding extra services off site.</p> <p>David Love- discussed the costs associated with the Brock community participating in Sustainability programs. He would like the committee to communicate more with the Brock community and have an active communication base.</p> <p>Wendy Laso- Asked if there may be a future need for a subcommittee or committees. She expressed an interest in this area.</p>	
10.1	<b>Sharing and Updates of Sustainability Practices Activities, and Initiatives</b>	
11	<b>Next Meeting</b>	
11.1	Thursday March 26, 2015 9:00 AM - 11:00 AM Schmon Tower Board Room	Tom Saint-Ivany
12	<b>Adjournment</b> 10:45	Tom Saint-Ivany