

Minutes

Meeting: Sustainability Coordinating Committee	
Date: November 26, 2015	
Time: 9:30 - 11:30 am	
Location: Sankey Chamber	
Present	
Name	Representing
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
Linda Trembley	Facilities Management, PM
Danny Kasunic	Facilities Management , M&U
Scott Johnstone	Facilities Management, M&U
Anneka Bosse	Brock Fair Trade
Mehmet Emin Boyociogln	Graduate Student's Association
Jennifer Booker	HR
Mandeep Mukkar Ippolito	Facilities Management
Heather Hill	BUSU
Kyle Rose	BUSU
Kerrie Pickering	ESRC
Lana Phan	NSI
Dinah Martin (Rec. Secretary)	Facilities Management, CPDC
Regrets	

Item #	Discussion	Action
1.0	Welcome	Tom Saint-Ivany
2.0	Confirmation of Agenda Agenda adopted. No new business.	Tom Saint-Ivany

3.0	Review of September 24th Minutes Minutes adopted.	Tom Saint-Ivany
4.0	Calendar of Sustainability Events <ul style="list-style-type: none"> ○ Fair Trade Campus Committee Meeting December 1, 2015 ○ Master of Sustainability Information Session December 3, 2015 ○ Innovative Ideas 2.0: Partnering for efficiency in Universities & the Broader Public Sector – COU December 3, 2015 ○ Carbon Accounting Webinar – NSI December 15, 2015 ○ Niagara Energy Summit – NSI February 3, 2015 ○ Sustainability Photo Contest – NSI February 12, 2015 	Tom Saint-Ivany
5.0	Presentations None	
6.0	Sustainability Initiatives, Awards & Recognition No New items.	
7.0	Reports From Standing and Ad-hoc Sub-Committees No new items.	
7.1	Fair Trade Campus Committee Ethical purchasing policy. Fair Trade campus week partnered with different student groups. Successor to be put forward at next meeting	Anneka Bosse/ Tom Saint-Ivany
8.0	Old Business	
8.1	Energy Conservation and Demand Management Plan Scott is working on condensing the plan. Brock committed to reduce in 10 years. Going wrong way with additional load. Largest contributor 85% Cogeneration Plan. MOE treats this as a boiler. Cogeneration Plant very efficient, heat and electricity produced. HVAC occupant complaints, running 24 hours per day. Retro fit to new equipment with variable speed. 30 year plan looking at wind turbine. 200 – 400 metering alone will payback 20 years in growth in main campus. East campus less challenged. 7 year target to meet goal. Outline demand management plan. Report on 3 flat roofs before solar panels. Are there incentives for these improvements? Horizon & Enbridge both have incentive programs (Ian Glass). What would the impact be on changing the Cogeneration Plant to a boiler “Embedded generation plant”? (Chuck Mclean)	Scott Johnstone/ Danny Kasunic
8.2	Sustainability Website Update No update	Tom Saint-Ivany
8.3	Ethical Purchasing Policy review & SCC Input Policies moving away from procedural documents. Allows changing procedures as required without Board approval. Allows for flexibility	Chuck MacLean

8.4	Sustainability Policy Review	Tom Saint-Ivany
8.5	2014 Annual Waste Audit Domenic to follow up on 2014 Waste Audit. Nothing done currently with the shareholders. Need to get together with Roland and Nancy by buildings to see who the contributor is. Put ownership on improving waste of the building and how to improve. Can this be completed? End of January?	Domenic Maniccia
8.6	Carpooling – A 2015 Sustainability Goal Look at going greener report. Participate in trial opportunity @ Brock	Tom Saint-Ivany
8.7	Ontario Green Universities Survey 2014 Tom asked for comments or observations. Survey coming back and Tom will do a summary of 2014 results	Tom Saint-Ivany
8.8	Campus Plan Update Nearing completion. Presentation Dec 7th	Tom Saint-Ivany
8.9	Summer 2015 Mini-Waste Audit (24 hour Sample) 2 locations; East Campus & Tower. Shown in previous minutes indicates % of waste that should have been recycled. Ian talked about waste. Need to communicate to population more about food waste. Trying to redo signs. How to raise awareness to all workers. Tower organic bins down steps. Suggestions to improve for workers. Safety concerns for staff also discussed. Discussed staffing issues & organic waste. Get someone from Sodexo Corp to rally staff.	Domenic Maniccia
8.10	Recycling Stations on Wheels Domenic identified 4 meeting rooms for stations. 3 stations have been ordered and are to be tested, to be used for functions. Problematic for Sodexo contract. Logistics an issue. Cannot leave containers in the hallways; not approved by fire department. Should be here by Christmas. Ian contacted Niagara Recycling. All coffee cups can go to organics. Tom asked about soup containers and hot lids. BUSU contact is Kyle Rose.	Domenic Maniccia
8.11	E-waste Recyclables Pick up Kevin to pick up report from Green Tech on what was picked up in this year's 5 categories. This year 24k lbs to recycling. Battery collection 3500 lbs collected. Reused and recycled 100%.	Kevin Lawr
8.12	Organic Bins & Battery Bins for MIWSFPA Organic bins provided to MIW. Need a place to dispose them.	Domenic Maniccia/Kevin Lawr

8.13	<p>Electric Vehicle Charging Station & Student Car Share @ MIWSFPA No opposition to have one set up. Have some spaces. Car share one charging station. Student Car Share will work with BUSU. Cost of the charger to go to MIW.</p>	Mandeep Mukkar Ippolito/BUSU Rep
8.14	<p>Organics Diversion at BUSU locations Recycle bins too small so removed at Union Station and Isaacs. Nothing being recycled. Something needs to be put in its place. Domenic will dedicate a supervisor to work with Kyle Rose to decide what to use. New Manager Food Services (Mike Donovan).</p>	BUSU Rep
8.15	<p>ESRC Accommodations & the Alumni Greenhouse Not in good condition. Looked at in the past couple of years. LTCP conclusions. High facility index mold – structural problems. ESRC site to be discussed. Taking down building waste to be diverted.</p>	Tom Saint-Ivany
8.16	<p>“Parked” Old Business 8.16.1 – Sustainability Coordinator 8.16.2 – SCC Communications Strategy</p>	Tom Saint-Ivany
9.0	<p>New Business</p>	
9.1	<p>Goodman School of Business Major Capital Project Sustainable Design features of GSB addition / Taro Hall renovation November 2015. The re-use of the existing building rather than building all new is a sustainable feature. The building will be built to the energy efficiency requirements of the Ontario Building Code’s Supplementary Standard SB-10, which is a comprehensive standard including building envelope design, heating, ventilation, indoor air quality, pumping, lighting etc. An energy model is being produced as part of the design. Priority will be given to locally sourced materials, and durable materials. Water efficiency measures such as low flow plumbing fixtures. Low emissivity windows, and tons of natural lighting. Operable windows are in scope for the new spaces. Existing system upgrades (Taro) as budget permits.</p>	Linda Tremblay
9.2	<p>2015 Waste Audit Building specific. Waiting for information on shredding; gathering information for the year. On track to be done in the new year. Anything missed let Domenic know so he can add numbers. Why U of T has more credit.</p>	Domenic Maniccia
9.3	<p>Ontario Greenhouse Gas Emissions – Cap & Trade Scott gave a report on costs</p>	Tom Saint-Ivany/Scott Johnstone/Danny Kasunic

9.4	Additional Battery & Cartridge Collection Points Mackenzie Chown, Cairns, Plaza, Taro now has bins in offices. Process is working. Tom asked where they are. Kevin has a spreadsheet with their locations. Will provide.	Kevin Lawr
10.0	Once-Around-The-Table	
10.1	Sharing and Updates of Sustainability Practices, Activities and Initiatives <ul style="list-style-type: none"> ○ Monica (student) asked if all cups used on campus were compostable. Ian Glass: yes all cups used on campus are compostable. Will check with Niagara Recycling. Organic or coffee cup bin needs clarification. Waste reduction week initiative. Smaller office garbage, add onto recycling bin @ CUB. No negative comments, couple of month trial. ○ Jamie from Residence: heat and water turned down, no taps dripping ○ Anna asked about Car Share and if it was part of St. Catharines. Ian explained it was used for Brock, same idea different company ○ Heather; coffee sleeves initiative, asked to reuse. Approve 4000 reusable coffee cups in January. Save .50 cents per cup. ○ Chuck: biggest impact in finance: ERP system, goal is to eliminate paperwork, digital storage, paperless, electronic routing, reduction in paper by 90% 	
11.0	Next Meeting	
11.1	February 25th, 2016 2:00 pm – 3:30 pm – Sankey Chambers	

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