

Minutes

Meeting: Sustainability Coordinating Committee	
Date: November 27, 2014	
Time: 9:00 - 11:00 am	
Location: Sankey Chamber	
Present	
Name	Representing
Chuck MacLean	Procurement Services
Domenic Maniccia	Facilities Management, Custodial
Iain Glass	Hospitality
Jamie Fleming	Residences
Karen McAllister-Kenny	Recreation Services
Kevin Lawr	Central Receiving & Shipping
Larry Molnar	Facilities Management, CPDC
Mandeep Mukkar Ippolito	Hamilton Campus
Scott Johnstone	Cairns Complex
Dinah Martin (Rec. Secretary)	Facilities Management, CPDC
Amanda Smits	Recreation Services
Ed Blasinski	I.T.S.
Tacey Atkinson	Campus Store
Roland Erman	BUSU
Katrina Kroeze	NSI
Mehmet Emin Boyociogln	Graduate Student's Association

Item #	Discussion	Action
1.0	Welcome (Domenic Maniccia) Domenic had everyone introduce themselves.	
2.0	Confirmation of Agenda (Domenic Maniccia) Agenda adopted. No new business.	
3.0	Review of August 27, 2014 Draft Minutes (Domenic Maniccia) Minutes were not available.	

4.0	<p>Calendar of Sustainability Events</p> <ol style="list-style-type: none"> 1. ESRC Sustainability Science and Society (SASS) Graduate Program Information Session 2. NSI Sustainability Reporting Workshop 3. NSI Open House at Niagara College NOTL Campus 5:30pm - 7:30pm- Free and Open to the Public. 	<p>Dec. 4 2014</p> <p>Dec. 9 2014</p> <p>Jan 15, 2015</p>
5.0	<p>Presentations There were no presentations.</p>	
6.0	<p>Sustainability Awards & Recognition No New items.</p>	
7.0	<p>Reports From Standing and Ad-hoc Sub-Committees No new items.</p>	
7.1	<p>Fair Trade Campus Committee No New items.</p>	<p>Anneka Bosse/ Charissa DiMarco</p>
8.0	<p>Old Business</p>	
8.1	<p>CarShare Two cars are currently available and are rented consistently. The number of cars will be increasing in the next month. Chuck suggested a short term rental for staff could be made available to support the business and asked if Flex car would be efficient. He asked how they would be paid for. There was a discussion regarding payment from departments for cars and a membership for departments' vs individuals and insurance implications was also discussed. Updates and stats on usage will be provided by BUSU.</p>	<p>BUSU Rep</p>
8.2	<p>Energy Conservation and Demand Management Plan (ECDMP) Scott Johnstone gave an update regarding Brock and Horizon Utilities. Who have amalgamated 8 electricity accounts to 1, due to a 20 year contract expiring, which will produce substantial saving to the University.</p>	<p>Danny Kasunic</p>
8.3	<p>Sustainability Website Update/SCC Communications Strategy Amanda asked that any ideas for updates on for the website http://www.brocku.ca/sustainabilityatbrock be sent to her. Amanda suggested a push on earth day activities</p>	<p>Amanda Smits</p>

	especially involving students. In the package material titled " <i>develop a communication strategy</i> " if the committee members can review the contents and at the next meeting discuss Next Steps ideas.	
8.4	Ethical Purchasing Policy review & SCC Input. The University is looking at reviewing the policy. Purchasing policy will be updated and revised in January 2015 and may role part of the Ethical Purchasing Policy into the main Purchasing Policy	Chuck MacLean
8.5	"Parked" Old Business	Tom Saint-Ivany
	8.12.1 Sustainability Coordinator	Tom Saint-Ivany
	8.12.2 Terms of Reference/Committee Charter	Tom Saint-Ivany
	8.12.2 Sustainability Policy Review	Tom Saint-Ivany
9.0	New Business	
9.1	Annual Waste Audit - 67.5% Waste Diversion Target The Audit was completed during the last 2 weeks of October and is now being processed. Domenic will reach out to some for information. We will know more in the new year after the report is finalized.	Domenic Maniccia
9.2	NSI Carpooling Open Learning Meeting Presentation - A 2015 Sustainability Goal? NSI – Katrina Kroeze gave an update on the carpooling project. They will be looking for support for the launch in 2015. Further information to be presented at the next meeting.	Danny Kasunic

9.3	<p>Ontario Green Universities Survey 2014 This new survey replaces the former “Going Greener” survey. The new survey report format was developed by a committee of sustainability coordinators and other responses. Tom will review the survey and will be seeking input from various stakeholders.</p>	Domenic Maniccia
9.4	<p>Campus Plan Update & Guiding Principles The Campus Plan Update is being managed by Scott Walker, Director of Campus Planning Design and Construction. He is currently preparing a Request for Proposals to retain a Planning Consultant. It will be issued ASAP with the intention of having the selected consultant on board early in the new year with the goal of completing the plan by September of 2015. Input will be invited from the Brock Community; however the exact methodology will depend on the successful Planning Consultant’s approach. It may be by way of a website with forms for feedback. A Steering Committee will be established and key stakeholders will be interviewed by the consultants. Visioning workshop(s) will likely be held along with one or two open house presentations seeking input from the community - (Brock and our neighbours) The SAC approved 10 guiding principles will be provided to the Planning Consultant at the outset of the project.</p>	Larry Molnar
9.5	<p>The Next Location? - Electric Vehicle Charging Station We are currently looking at long term planning for charging stations. Installing a plug-in station on Flora Egeter Way is challenging due to infrastructure and utilities. When new buildings are built on Campus, new charging stations should be included. Scott Johnstone is open to suggestions as to where stations would be easiest to service. Close to the Kenmore centre may be one option. The University cannot charge for power but the user does have to pay for parking. Larry mentioned there is a device purchased to interface with smartphones to tell the users when the car has been fully charged. It is installed at Brock but not connected yet. There will need to be an incentive for the consumer to move his/her car once fully charged. For example a \$10 per hour fee if the car is not moved. Domenic would like recommendations for potential areas to install a new charging station.</p>	Scott Johnstone
10.0	<p>Once-Around-the-Table</p> <ul style="list-style-type: none"> • Mandeep mentioned the Hamilton e-waste bin is full. Kevin will arrange for pick up. • BUSU representative Roland mentioned that a new Union Station food Manger has been hired and he plans to meet with him to suggest plans to bring in new organic bins and waste bins. He would like to see this done by Jan 2015. Iain suggested standardized signs for the waste & recycling. Using the signs 	

	<p>that the Niagara Region helped us develop for the other dining halls.</p> <ul style="list-style-type: none"> • Jamie informed the committee that when exams are finished and students have moved out, each room is checked to make sure taps are turned off, scent dispersers are unplugged, the heat is turned down to an acceptable temperature and windows are closed. • Chuck was informed that 100w bulbs can no longer be supplied. • Kevin mentioned he would like to see the # of battery recycling buckets increased around the University. People could bring in batteries from home. 	
10.1	Sharing and Updates of Sustainability Practices, Activities, and Initiatives	All
11.0	Next Meeting Thursday Jan 22, 2015, 9 a.m. @ Schmon Tower Board Room	Domenic Maniccia
12.0	Adjournment 10:01	Domenic Maniccia