

## Minutes

**Meeting:** Brock University Sustainability Coordinating Committee

**Place:** Sankey Chamber

**Date:** September 26, 2013

**Time:** 9:00 a.m. - 11:00 am

### Present

Name	Representing	Initials
Tom Saint-Ivany (Chair)	Facilities Management	TSI
Andrew Prankevicius	HR/EH&S	AP
Anneka Bosse	Brock Fair Trade/ OPIRG	AB
Cassie Kelly	Facilities Management, M&O	CK
Chuck MacLean	Procurement Services	CM
Danny Kasunic	Facilities Management	DK
Domenic Maniccia	Facilities Management, Custodial	DM
Heather Hill	BUSU	HH
Iain Glass	Hospitality Services	IG
Jamie Fleming	Residences	JF
Jeff Sinibaldi	Communications and Public Affairs	JS
Karen McAllister Kenny	Recreation Services	KMK
Kate Swiatek	BUSU	KS
Kerrie Pickering	Environmental Sustainability Research Centre (ESRC)	KP
Kevin Lawr	Shipping	KL
Lisa Arblaster	Grad Student Association	LA
Wendy Bakker	Facilities Management	WB

### Regrets

Name	Representing	Initials
Larry Molner	Facilities Management,	LM
Scott Johnston	Facility Manager, Cairns Research Complex	SJ

Item #	Discussion	Action
1.0	<p><b>Welcome (Tom Saint-Ivany)</b></p> <ul style="list-style-type: none"> <li>• Introduction and welcome</li> <li>• Announcement today at 10:45 a.m. acknowledging Brock received it's Fair Trade Recognition</li> <li>• Brock is the 2<sup>nd</sup> University in Ontario and 6<sup>th</sup> in Canada to achieve this recognition</li> </ul>	
2.0	<p><b>Confirmation of Agenda (Tom Saint-Ivany)</b>            No changes</p>	
3.0	<p><b>Review of July, 25, 2013 Minutes (Tom Saint-Ivany)</b>            The minutes were approved with no changes</p>	
4.0	<p><b>Calendar of Sustainability Events</b></p> <p>TSI advised of 2 opportunities for university and college students</p> <ol style="list-style-type: none"> <li>1. IMPACT! Sustainability Champions Training in Guelph: 2-day in-person workshop taking place in Guelph on November 15 -16, 2013</li> <li>2. 2014 IMPACT! Youth Conference for Sustainability Leadership; Guelph, from May 23 - 26, 2014</li> </ol> <p>Tom forwarded this information to Student Community Outreach, Cooper Millard, Kim Mead, Greg Finn to forward to students and he will forward it to Mike Plyley in Grad Studies.</p>	
5.0	<p><b>Presentations</b>            No presentations today</p>	
6.0	<p><b>Reports from Sub-Committees</b></p>	
6.1	<p><b>O-Week Sustainability Planning (Domenic Maniccia)</b></p> <p>Domenic thanked those involved in O-Week and confirmed many recycling boxes were sold at the table Brock shared with Janet Rose from the Niagara Region. Sub-committee members include: Chuck McLean, Curtis Gadula, Janet Rose, Iain Glass, Cindy Chernish, Heather Hill, Andy Prankevicius, Kate Swiatek. Student Union is working on the Organic Hit Squad. IG confirmed posters were created for the residence dining halls to encourage organic diversion. TSI confirmed another sub committee will be added within the fold of the SCC and EB confirmed the main server will be replaced on Reading Week in October which will reduce power consumption considerably. EB will bring more information at the next meeting</p> <p><a href="#">Open</a></p>	EB
7.0	<p><b>Old Business</b></p>	
7.1	<p><b>Energy Conservation and Demand Management Plan (Cassie Kelly)</b></p> <p>CK discussed the 9 pillars involved in ECDM which include:</p> <ul style="list-style-type: none"> <li>• Stable Energy Costing</li> <li>• Energy Awareness &amp; Communication Programs</li> <li>• Partnerships with Local Utilities, BUSU and Other Local Entities</li> </ul>	

	<ul style="list-style-type: none"> <li>• Greenhouse Gas (GHG) reporting and reduction of 20% over 10 years</li> <li>• Water Management Plan</li> <li>• Energy Performance of Existing &amp; New Buildings</li> <li>• Vehicle Replacement Strategy</li> <li>• Campus Renewal Planning</li> <li>• Energy Conservation Measures</li> </ul> <ul style="list-style-type: none"> <li>• Tom suggested adding a 10<sup>th</sup> pillar to ensure that ITS is included. CK agreed IT will be a 10<sup>th</sup> pillar</li> <li>• In addition to mandatory energy reporting, the Green Energy Act mandates Brock University to develop its own ECDM to find ways to reduce energy usage and reduce greenhouse gas emissions. The plan is to be updated every 5 years with the first formal plan to be delivered in July 2014. The ECDM is to be approved by senior management.</li> <li>• Funding is available from a maintenance account for some of the conservation measures. There are sometimes incentives from the utility companies too. Our largest consumer is the co-gen plant (over 80 % of energy consumption which then provide power, heat &amp; cooling to the main building.</li> <li>• Planning and design for new buildings, LEED (leadership in energy &amp; Environmental Design) Silver level requires that a building with 25% less energy consumption than a typical building)</li> </ul> <p><b>Other environmental reporting for greenhouse gases (GHG)</b></p> <ul style="list-style-type: none"> <li>• Other environmental reporting for greenhouse gases (GHG)</li> <li>• Brock’s greenhouse gas consumption is reported annually through the federal governments environmental reporting tool - SWIM (Single Window Information Management), in June every year and a consultant does a verification of our report. Through the NSI (Niagara Sustainability Initiative) we had assistance to calculate Scope 1 and 2 emissions density, tracking on a square footage and student basis</li> </ul> <p>Some energy savings projects completed last year</p> <ul style="list-style-type: none"> <li>• lighting retrofits initiative done last year. The old T12 fixtures were converted to new type T8 or T5 types (The T12 lamps will not be available much longer.)</li> <li>• 6300 lights changed, \$250,000 with \$100,000 back from Horizon, 1 year payback</li> <li>• 72 400W light fixtures were changed, savings of \$3,700 including Horizon incentives</li> <li>• Hamilton - old style fixtures were changed, which also eliminate PCBs</li> <li>• in the co-gen plant, there were 2 large pumps for the thermal storage tank: 1 was changed to allow for an variable flow</li> <li>• make-up air for co-gen plant improvements</li> <li>• Increased water cycling for the CUB cooling towers from 3.5 to 5 cycles (means we re-sue our water 5 times) which means savings for water and sewage costs</li> </ul>	
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	<ul style="list-style-type: none"> <li>• TSI asked if there is a “how to” on how e-waste can be used</li> <li>• CM will check with Greentech</li> <li>• Greentech will take microwaves, fax machines, batteries</li> <li>• CM confirmed Finance will no longer purchase bottled water for the 12<sup>th</sup> floor lunchroom, once the existing jugs are emptied</li> </ul> <p>Open</p>	
7.5	<p><b>Recycling of Disposable Coffee Cups - An Opportunity for Engagement (Domenic Maniccia/Jeff Sinibaldi)</b></p> <ul style="list-style-type: none"> <li>• DM confirmed last year’s Annual Waste Audit found Brock University had disposed of 58 tons of coffee cups and only 1.5% were captured for recycling</li> <li>• trial of large coffee bins in public areas, one in Learning commons and one in Star Bucks, one in Learning Commons will be moved to Tim Horton’s near the Schmon Tower lobby</li> <li>• IG and DM have been working on how to increase the diversion in dining halls, current organic waste hauler will take Pepsi and coffee cups</li> <li>• DM and IG noticed everything ended in the garbage bin, so they removed the bins to encourage proper waste</li> <li>• DM is proposing putting a small bin in every kitchen and lounge area</li> <li>• there is a need to re-educate public as Niagara Region does not want recycle coffee cups in the recycle bin because of the wax lining</li> <li>• HH is looking to switch to foam cups as they don’t contain the harmful chemicals people thought they did</li> <li>• HH met with DART last week and it costs less for recycling</li> <li>• DM will set up a meeting with HH</li> <li>• AP advised the foam is not hazardous itself, but in a fire produces a toxic gas</li> <li>• TSI - plastic lids - is there an opportunity to capture the lids?</li> <li>• the lids go in the garbage which will be beside these bins</li> <li>• next steps             <ol style="list-style-type: none"> <li>1. trial out the bins to see if it works, location in the Tower in October</li> <li>2. Next steps - trial out the bins to see if it works, location in the Tower in October</li> <li>3. Orders and graphics - Waste reduction week at the end of October, JS wants to be kept updated</li> <li>4. October 19<sup>th</sup> is Convocation, could a bin be at the gym then, Domenic likes the idea and will follow up</li> </ol> </li> </ul> <p>Open</p>	<p>DM</p> <p>DM/HH</p> <p>DM</p> <p>DM</p>
7.6	<p><b>Fair Trade Canada Certification (Anneka Bosse/Iain Glass/Heather Hill)</b></p> <p>Brock received the designation from Fair Trade Canada</p> <ol style="list-style-type: none"> <li>1. Availability - 100% fair trade coffee at non franchise stores</li> <li>2. Visibility - signage and info to create awareness, celebration this week</li> <li>3. Committee - Iain, Heather and Karisa, are working together on this             <ul style="list-style-type: none"> <li>• Educating the Brock Community about the importance of Fair Trade and increase the available products</li> <li>• Fair Trade coffee is getting cheaper as volume increases</li> <li>• The designation includes coffee, tea, chocolate</li> </ul> </li> </ol>	

	<ul style="list-style-type: none"> <li>• A Fair Trade summary will be included on the Sustainability website</li> <li>• Students have received cards showing where Fair Trade products can be purchased</li> <li>• A Fair Trade summary will be included on the Sustainability website</li> <li>• Students have received cards showing where Fair Trade products can be purchased</li> <li>• Fair Trade does not apply to Tim Horton's because they are a franchise/independent business</li> </ul> <p><a href="#">Open</a></p>	
7.7	<p><b>CFHBRC Energy Consumption (Scott Johnstone)</b></p> <p>To be discussed next meeting</p>	
7.8	<p><b>Current and Future Water Bottle-filling Stations (Cassie Kelly)</b></p> <p>Nine new bottle filling stations will be added by the end of October. BUSU purchased 8 and Facilities Management purchased 1. There are 9 bottle filling stations in the Cairns building. Paula Wake will create a map showing the locations of each station. CK will advise JS when the last one is installed. Cassie will create a listing/visual of water bottle filling stations. Some departments will be able to cancel their large water bottle orders and utilize the filling stations.</p> <p>2 were installed in Plaza/BUSU link          1 installed at Welch Hall - General Brock Store          1 units to be installed - Thistle West at SOS theatre          1 Hamilton          1 Computer Commons          1 Thistle/Tower Tim Horton's area          1 Market Place          1 CUB</p> <p><a href="#">Open</a></p>	PW
7.9	<p><b>Sustainability Website</b></p> <p>Facilities Management is working on creating a Sustainability Website. WB, JS, TSI and Meron Hrycusko sketched a draft of a sustainability website. Meron will set it up and WB will maintain the content. Tom drafted a page based on the input from JS and Meron and presented it on screen. Brock University has more stewardship because of its location. It puts an impact on how we build.</p> <p>IG - LEADS, certification buildings should be included          KP - looks good, easy to move, likes that there is not much to it          TSI - opportunity to have a BUSU link</p>	
7.10	<p><b>Partner to Leader</b></p> <p>Brock has been moved from "Partner" to "Leader" for Sustainable Niagara with the adoption of the Sustainability Policy by the Board of Trustees.</p> <p><a href="#">Closed</a></p>	
7.11	<p><b>COU Going Greener</b></p> <ul style="list-style-type: none"> <li>• Trying for this autumn as apposed to June</li> </ul>	



	Heather - Fair Trade week across Canada, they are doing free coffee and hot chocolate at this time and Twitter will also notify the students	
10.0	Next meeting: The next meeting will take place on Thursday, November 28, 2013 from 9 a.m. - 11 a.m. in the Sankey Chamber	
11.0	Adjournment (Tom Saint-Ivany)	