

**Minutes of the ENVIRONMENTAL SUSTAINABILITY ADVISORY COMMITTEE**

February 7, 2018

Committee meeting held in the TRUSU Boardroom, Thompson Rivers University  
Kamloops, B.C., commencing at 12:00 PM.

HEADING	ITEM / DISCUSSION	ACTION
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**ATTENDANCE**

**Present:** Lloyd Bennett; Scott Blackford (Vice Chair); Karl Fultz (Chair); James Gordon; Jim Gudjonson; Sharman Learie; Jenn Pallett (designate for Glenn Read); Dipesh Prema; Caitlin Quist; Nicole Schabus; Amie Schellenberg;

**Participating by Teleconference:** None.

**Absent:** Warren Asuchak; Paul Michel; Kyle Robertson

**Regrets:** Wilson Bell; Tom Dickenson; Brad Harasymchuk; Courtney Mason; Michael Mehta (on sabbatical until September 2018, so he is not counted towards quorum); Peter Tsigaris

**Guests:** Aaron Wiebe (TRU Sustainability Office)

**Others:** none

<b>CALL TO ORDER &amp; WELCOMES</b>	<i>The meeting, being duly constituted for the conduct of business, was called to order at 12:10 pm by the Chair, Karl Fultz. Everyone introduced themselves.</i>
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<b>ADOPTION OF AGENDA</b>	<i>On motion duly made it was RESOLVED to approve the agenda as distributed.</i>
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<b>ADOPTION OF MINUTES</b>	<i>Minutes of January 10, 2018. On motion duly made it was RESOLVED to approve these Minutes.</i>
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<b>PRESENTATIONS</b>	none
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<b>BUSINESS ARISING FROM MINUTES</b>	<b><u>Ensuring quorum for meetings.</u></b> Karl mentioned that quorum continues to be an issue and that the need for strong attendance, either in person, or, when possible, by way of sending a designate, is important. James reported on details regarding Michael Mehta’s place on the ESAC (due to his sabbatical until September). Angela Biro at the Senate said in an
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email: "I will send a call for a faculty member this week (Jan 15) and it will have a 2 week deadline for response. If I receive volunteers then we can discuss this at Steering in February and hopefully request Senate approval on February 26. If I have to send a second call, then we can discuss at Steering in March and ask for Senate approval in March. In the meantime, you can count Michael's seat as a vacancy so it will no effect quorum".

**Need for long-term annual planning for the ESAC.** Jim mentioned that from his perspective one of the main issues moving forward is the need for a sustainable procurement policy (which consultant Tim Reeve presented on at the last ESAC meeting). Jim mentioned that support is needed from the TRU Procurement Office for such a policy and that he and Bob Munroe (who heads up that office) have discussed this. The ESAC needs to develop a framework for this policy (guidelines and toolkits). Jim would like to get the help of Tim Reeve to help this committee walk through the whole process of developing a sustainable procurement process. Jim has the budget to pay for Tim but Bob Monroe would need budget to pay for someone to put the whole framework together. Jim is supporting Bob to develop this budget. There is a plan afoot to request funding through a Strategic Investment Fund (SIF) to help with this (the deadline for submitting for the SIF was in question). The following motion was put forth: Over the next 12 months, with the help of Tim Reeve (or a similar consultant) a sustainable procurement framework will be developed, which would include guidelines and toolkits. The motion was approved. Jim will lead a sub-committee to write a letter from the ESAC to support this motion which would include details around the reasons to advocate for environmental and social procurement. Amie will help draft the letter, which could be used in the SIF application and for other uses that may arise.

Jim

Amie

**Awarding environmental sustainability achievement awards (one for students and one for staff/faculty):** Scott reported that he and Peter drafted two awards documents (shown on screen) that would ultimately be part of the president's awards one for students and one for staff and faculty. Scott mentioned that he didn't believe

pursuing the awards this year as part of the President's awards made sense since the timeline was very tight and the new president coming in will likely want to say on the details around the awards. In order to award the staff and faculty award this year (Jim mentioned that the student award was already awarded), a motion was put forward to use the existing Environmental Achievement Awards policy, in combination with the guidelines that Scott and Peter have drafted, and send out a call for nominations via email and social media sites to all staff and faculty by this coming Friday; with a closing date for submissions of February 23. The idea is to hand out the award during IDays (which is March 6-9; although an exact time to do so needs to be determined). This motion was approved. Jim and Scott will work together to draft the email which will be sent Feb 9.

Jim/Scott

**Bird window strikes and mortality.** Karl mentioned that he is seeking funding through the TRU Sustainability Grant Fund to help mitigate against this issue. If his submission is successful, funds will be awarded in March. James will send the TRU Faculty Sustainability Research Grant Fund information to all ESAC members

James

**Reducing litter on campus** –Karl mentioned that the Fall clean up went well. James will forward on the Facebook post about this to all ESAC members.

James

**REPORT OF  
COMMITTEES**

**TRU Sustainability Education in the Curriculum sub-committee.** Jim mentioned that there is a Sustainability Course Design Workshop May 14-15, 2018 through the TRU Centre for Excellence in Learning and Teaching (CELT): <https://tru.libcal.com/event/3438050>. There are only 24 spots, so anyone interested should register quickly.

**DIRECTOR'S  
REPORT**

Jim reported that most of the big energy projects on campus are either finished or coming to a close. The LED lights replacement in the residence buildings is an example of this. A building maintenance program in conjunction with BOMA Best certification is in the works. The Cupanion cups program is moving along well. Currently the Trades building has 175 KW of solar capacity on their roof. The long-term goal for the entire campus is to install between 1 and 1.5 MW on

all campus roofs (where possible). Lloyd mentioned some of the challenges that Warren and the Facility staff are facing in regards to the inlaid Solar Compass and Solar Sidewalk, and he encouraged everyone to fully consult with Warren with any future projects.

**NEW BUSINESS**        None

**CORRESPONDENCE** None

**NEXT MEETING**        March 7, 2018. Noon to 1:30 in the TRUSU Boardroom.

**ADJOURNMENT**        1:30 PM.

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*Signature of Chairperson, Chair*

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*Signature of Vice-Chairperson, Vice-Chair (if required)*