**Minutes**

COTR Sustainability Committee Meeting

Mar 2, 2022

3:30-4:35 p.m. Room S220/Teams

Present: Alice, Sarah, Anna, Sheena, John, Allan, Karen, Cori T, Paul, Anita

Regrets: Brian, Cori A

1. **Order of Business**   
   a. Agenda – approved with addition of 4 h STARS reporting  
     
   b. Minutes – approved
2. **Announcements**a. New mgmt. rep Paul Tiege replacing Darrell Bethune. Anita Palmer new campus rep (Fernie campus)  
     
   b. Need another campus rep as Sylvia is leaving the college
3. **Old Business**  
   a. Committee Terms of Reference – Approved by VPAC  
   Adjusted membership, added absenteeism clause and term for chair (from 1 to 2 years)  
     
   b. Sustainability Spotlight Project – Have stories from employees and students (enough to do a few social media posts). **Action**: **Sheena** to connect Anna with Karla. Sylvia suggested we should have a draw prize for submitters. Not necessary for this academic year as we have enough posts. Maybe consider it for the fall. Look at Tare Necessities as they are a new sustainable business in Cranbrook. **Action:** **Karen** to ask Darrell about the committee budget and reassigning it to Allan.  
     
   c. Composter – The feeder is still not working yet. The one add-on bin is $660 each (may be bulk discounts). To have composting college wide, we need to buy the composter add-on for the current 3-bin (recycling, returnable, landfill) receptacles. Could look at submitting an operating capital application to cover the cost.  
   Allan brought up composting/recycling to student housing and this will be addressed at their next meeting.   
     
   d. Bottled water update – Anna reported on Culligan type water bottles. Sanitary issues with elevated levels of bacteria. Unsure if Culligan are BPA free, but there are other toxins that can be released from the plastic. They can be reused but will eventually have to be recycled (and may end up in a landfill. Recommendation to use the in-wall filtered stations. What should be done about the Culligan bottles? Departments are in charge of their budgets, and they pay for the Culligan water. Look at procedure around single use plastics. There is an outdated [policy 1.2.2 Environmental Responsibility](https://sps.cotr.bc.ca/Forms/Policies%20and%20Procedures/College%20Policies%20and%20Procedures%20Manual/1%20GENERAL/1.2%20Environment/1.2.2%20Environmental%20%20Responsibility.pdf) that covers some sustainable content.  
   **Action:** **Sheena** to speak with Courtenay to see 1.2.2 ENVIRONMENTAL RESPONSIBILITY policy is up for review or ask if it can be.   
     
   e. Bike racks – Ken needs dimensions of tires. Fat bike tires 3.5-5” and diameter up to 27 1/2“ diameter wheels. Need to look at modifications to racks in East parking lot, Main parking lot, and residence. **Action: John** to pass this information on to Ken to start work and to refer any questions Ken has to Allan.   
     
   f. Meeting times – Sheena to work with students to find April meeting time (this will be their last meeting)  
     
   g. STARS update – Anna has been researching what is required. There is a lot to fill out. **Action: Anna** to make a list of items that would be easy to implement at the College. We are not looking to go for a medal this year but working to implement this process. Do we get points for the green wall? Not sure but believe it would fit in somewhere.
4. **New Business**a. Earth Day activities (Earth Day is April 22 which is during exam time) – typically have a campus clean up and a table in the college raising awareness. Suggestion to use campus life Instagram for a week to post about sustainable activities. Committee is proposing to have a table and do a campus clean up. Ask Student Association to partner with us (may be able to support financially as well). Hold clean-up April 1 (better for students) and use April as Earth month. Reach out for stories (sent to sustainability email) that can be posted throughout April with a draw prize. Campuses to do clean up sometime in April (in Fernie, there is still snow on the ground on Apr 1). Could we do a meat free day/week at the cafeteria? Look at a meatless Monday at the cafeteria for all Mondays in April. Look at BBQ with clean up day with meatless options. Subcommittee to plan this event (Sarah, Anna, Alice, Sheena, Paul). The College supplies gloves, bags and as many garbage pickers as we have.
5. Next meeting – TBD (but before April 1)