



REPORT TO

CORPORATE AFFAIRS

ENVIRONMENTAL PRACTICE – B.M. 06 – POLICY

*"I can do all this through Him who gives me strength."
Philippians 4:13 (NIV)*

Created, Draft	First Tabling	Review
March 3, 2014	March 25, 2014	May 15, 2014
L. Notten, Superintendent of Learning, Student Achievement and Well-Being M. Puccetti, Superintendent of Facilities		

RECOMMENDATION REPORT

Vision:

At Toronto Catholic we transform the world through witness, faith, innovation and action.

Mission:

The Toronto Catholic District School Board is an inclusive learning community rooted in the love of Christ. We educate students to grow in grace and knowledge and to lead lives of faith, hope and charity.



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Associate Director of Academic Affairs

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Associate Director of Business Services,
Chief Financial Officer and Treasurer

Angela Gauthier
Director of Education

A. EXECUTIVE SUMMARY

This report recommends that the Board’s Environmental Practice – Waste Management and Purchasing B.M.06 policy be updated to include the changes listed below as requested at the Regular Board Meeting of January 31, 2013.

B. BACKGROUND

1. The Board’s policy on Environmental Practice with regard to Waste Management and Purchasing B.M.06 was last revised in 1998 (Appendix “A”).
2. The Policy Status report that went to Policy and Governance in January 2014 identified that *B.M. 06 Environmental Practice – Waste Management and Purchasing* policy should be reviewed and brought into alignment with the new Meta Policy template.
3. Informed by policy, TCDSB has shown environmental leadership on a number of fronts, including but not limited to some of the following practices and initiatives: Eco-Schools; energy and water conservation; litter-less lunches; waste reduction through consistent recycling and resource management; the use of environmentally and socially-friendly products; establishing outdoor green spaces at Board facilities; engaging with internal and external partners to further enhance environmental responsibility; integrating environmental and social responsibility in all areas of curriculum.
4. The Board’s Ad-Hoc Environmental Committee reviewed the policy document and suggest the following:

The Environmental Practice – Waste Management and Purchasing B.M.06

Be renamed as: **Environmental Practice B.M. 06**

The Policy will govern all environmental practice within the Board, including – but not limited to – Waste Management and Purchasing. The new title is intended to be more all – encompassing. Each of the changes reflected below have a similar intent and genesis.

Policy

1. Remain the same. (See Appendix A)
2.
 - i) Remain the same.
 - ii) Change to - *“increase the extent to which environmental issues are integrated into school board policies, procedures and strategic plans.”*
 - iii) Change to – *“enhance the integration of environmentally responsible practices in the management of resources; purchasing, application and disposition.”*

In both cases the language speaks to both improvement of practice and the Board’s Multi-Year Strategic Plan goal to lead in the Stewardship of Resources.

Regulations:

1. Change to – *“All staff to ensure they comply with the environmental practices adopted by the Board” as per Environmental Register (Appendix B), to present a more inclusive statement.*
2. Remain the same.
3. Change to – *“Construction and demolition projects will comply with legislation and regulation on environmental policies in effect.”*
4. Change to – *“Resources, materials and services will be provided to comply with policies.”*

In each of the 3 cases above (Regulations 1, 3 and 4) language is more inclusive and comprehensive. Intent of the Regulations remains the same with respect to the 3-Rs: Reduce, Reuse, Recycle, but is more comprehensive, inclusive of all responsible environmental practices.

5. Remain the same, however, given past practice, the committee would transition to a Working Committee. The Superintendent of Facilities may send a designate and the full committee will be comprised of the following members:
 - a. Superintendent of Facilities or designate
 - b. Religious Education/Curriculum Staff
 - c. Science Curriculum Staff
 - d. Materials Management Staff
 - e. Communications Staff
 - f. Facilities/Maintenance Staff
 - g. CPCO – Elementary
 - h. CPCO – Secondary
 - i. TSU Representative
 - j. TECT Representative
 - k. Student Representative
 - l. CUPE 1280 Member
 - m. CUPE 1328 member
 - n. Parent member – CSAC

C. STAFF RECOMMENDATION

This report recommends that the Board’s Environmental Practice – Waste Management and Purchasing B.M.06 policy be updated to include the changes listed in Appendix “A”.

CURRENT (1998)

Title: Environmental Practice-Waste Management and Purchasing

Policy

1. The Toronto Catholic District School Board is committed to providing leadership and direction for the protection and conservation of the environment.
2. In order to promote environmentally responsible practice in the workplace, all employees of the Board will:
 - a) comply with all environmental legislation;
 - b) follow accepted standards and practices;

PROPOSED

Title: Environmental Practice

Purpose:

For the TCDSB to align its Environmental policy with the Provincial policies, (Ministries of Environment, Education and Labour).

Scope and Responsibility:

The scope extends to staff members, students, stakeholders, suppliers and contractors.

Alignment with MYSP:

Living our Values.
 Providing Stewardship of Resources.
 Strengthening Public Confidence.

Financial Impact:

The financial impact is realized through savings in waste management and energy reduction.

Legal Impact:

Possible contravention to Municipal and Provincial Policies which may result in fines.

Policy:

1. The Toronto Catholic District School Board is committed to providing leadership and direction for the protection and conservation of the environment
2. In order to promote environmentally responsible practice in the workplace, all employees of the board will:
 - i) comply will all environmental legislation.
 - ii) increase the extent to which environmental issues are

- c) continually demonstrate, by attitude and example, that preservation of the environment and concern for detrimental effects on the environment are integral parts of every function of the Board.

Regulations

1. The Principal or Site Manager shall ensure, by leadership and example, that all staff under his/her jurisdiction comply with the environmental practices adopted by the Board as outlined in the School Administrators' Manual.
2. The Board shall consider environmentally friendly criteria in the purchase of goods and services which meet its standards of performance. Tender specifications will include a statement to this effect.
3. Construction and demolition projects will comply with legislation and regulations for waste audits, waste reduction work plans and a source separate implementation.
4. Financial resources will be reassigned to provide the necessary materials and services required to comply with the 3-Rs regulations.
5. A standing joint committee will be established with a membership which includes representatives from the following groups:
 - a) Parents (1)
 - b) Employees covered under CUPE contracts (1)
 - c) OECTA Teachers, Elementary Unit (1)
 - d) OECTA Teachers, Secondary Unit (1)
 - e) Principals, Elementary Schools (1)
 - f) Principals, Secondary Schools (1)
 - g) Planning and Facilities Department staff (1)

integrated into school board policies, procedures and strategic plans.

- iii) Enhance the integration of environmentally responsible practices in the management of resources; purchasing, application and disposition.

Regulations:

1. All staff to ensure they comply with the environmental practices adopted by the Board, as per Environmental Register.
2. The Board shall consider environmentally friendly criteria in the purchase of goods and services which meet its standards of performance. Tender specifications will include a statement to this effect.
3. Construction and demolition projects will comply with legislation and regulations on environmental policies in effect.
4. Resources, materials and services will be provided to comply with industrial practices and governing environmental policies.
5. A working Environmental Committee be retained with a membership which includes representatives from the following groups:
 - a. Superintendent of Facilities or designate
 - b. Religious Education/Curriculum Staff
 - c. Science Curriculum Staff
 - d. Materials Management Staff
 - e. Communications Staff
 - f. Facilities/Maintenance Staff
 - g. CPCO - Elementary
 - h. CPCO – Secondary

6. The committee, described in Regulation 5 above, will meet at least once per year under the following mandate:

- a) Interpret legislation.
- b) Review existing practices and compliance with such.
- c) Promote recycling awareness and provide instructions to users.
- d) Consider, and implement if feasible, new initiatives to reduce, reuse or recycle materials.

- i. TSU Representative
- j. TECT Representative
- k. Student representative
- l. CUPE 1280 member
- m. CUPE 1328 member
- n. Parent member – CSAC

6. The Working Environmental Committee may make recommendations to Board from time to time on recommended new practices or changes.

Definitions:

Evaluation and Metrics:

That TCDSB continually demonstrate, by attitude and example, that preservation of the environment and concern for detrimental effects on the environment are integral parts of every function of the Board. Examples of metrics to be referenced would include but would not be limited to: energy reduction statistics, waste management data, environmental honours (eg., Eco schools' designation), purchasing practices.

Background Information for Environmental Policy - Environmental Register 2014 -

Education:

- Ministry of Education – Acting Today, Shaping Tomorrow: A Policy Framework for Environmental Education in Ontario Schools
- The Ontario Curriculum, Grades 1 to 8, Science and Technology 2007
- The Ontario Curriculum, Social Studies, Grades 1 to 6, History & Geography 7 & 8, 2013
- The Ontario Curriculum, Grades 9 & 10 , Science, 2008
- The Ontario Curriculum, Grades 11 & 12, Science, 2008
- The Ontario Curriculum, Grades 9 & 10, Canadian & World Studies, 2013
- Earth Hour - World Wide Program organized by World Wide Fund for Nature (WWF)
- Bottled Water – World Water Day
- Waste Free Litter-less Lunch Program (Boomerang Lunch)- Report sent to Education Council June 2010
- School Travel Planning – i.e. walk to school days
- EcoSchools
 - Certification Guide
 - Environmental Stewardship
 - Ecological Literacy

Labour:

- Indoor Air Quality - OHS Act Employers shall take “ all reasonable precautions for the protection of the worker”
- Heat Stress – This is neither a regulation or policy ... Ministry of Labour requires that Employers consider heat stress under the Occupational Health and Safety Act’s general duty clause of “taking all reasonable precautions for the protection of a worker”

Environment:

- Waste Diversion Ontario -Bill 91
- Hazardous Waste Removal – Environmental Protection Act - Ontario Regulation 347

City of Toronto:

- City of Toronto Municipal Code Chapter 841
- Waste Diversion Task Force 2010
- Waste Diversion into 3 Streams – Waste, Recycling , Organics – falls under Municipal Code Chapter 841
- City of Toronto Shade Guidelines
- Earth Week – Clean Toronto Together – Program organized by City of Toronto with participation by TCDSB

TCDSB

- School Ground Greening TCDSB Guidelines
- School Ground Greening TCDSB Program
- Tree Planting Program – MOU with City of Toronto (Urban Forestry Services). The Board installs protective tree cages when trees are planted. This program includes an educational component.
- Tree Management and Inventory. This Program includes management of all tree assets at all Board sites. Tree management include, tree removal; tree planting and tree pruning. Operating Procedures are issued for tree removal. When a tree is planted it is also replaced based on the City of Toronto Municipal Code, Chapter 813, Article III – Tree removal requires a tree planted or cash payment to the City of Toronto in lieu if not possible to replant a tree.
- Custodial Chemical Supplies – Environmentally and biodegradable products are used at all school Board sites.
- Take Back the Light Program – Recycling of used light bulbs. The recycling of used lights is built into the tender for purchase of new light bulbs for the vendor to pick up and recycles used light bulbs upon delivery to each school location.
- Recycling program from Toner Cartridges for Photocopiers. This is built into the Tender for purchase of toner. Vendor picks up used cartridges for reuse.
- Recycling program for Electronics – The Board’s IT department currently recycles all electronic components through a third party vendor.
- Environmental TCDSB Website
- Surplus Assets Disposal – disposal of any surplus items of value no longer able to be used in Board Locations – GovDeals website.
- TCDSB Energy Management Plan 2014 – (Draft)
- Elimination of Bottled Water from all TCDSB sites by 2012 – Board Motion
- Bottled Water Filling Stations at Board Sites- Currently being install in new capital buildings and additions. Installation of Bottled Water Filling Stations is being reviewed by Renewal Staff for all other school sites.