

## **“GREEN” BUILDING OPERATIONS POLICY**

### **Scope**

West Vancouver Memorial Library (WVML) facility strives to be a “green” building with ongoing review and adoption of more sustainable and energy efficient practices. There are many benefits to implementing “green” practices including improving building performance, reducing costs, creating more productive and healthy work and public spaces as well as affording the Library the opportunity to take a leadership role in environmental stewardship for our community. To facilitate achieving WVML’s ongoing commitment to “green” building operations, we will focus on the following areas of sustainable practices:

### **Purchasing**

West Vancouver Memorial Library (WVML) supports the use of more environmentally responsible products and practices and expects staff to pursue this objective in the acquisition of goods and services for the WVML. More sustainable purchasing will help to reduce environmental and air quality impacts of the materials acquired for use in the operations and maintenance of buildings and we will consider the environment along with price and performance in every major purchasing decision.

### **Housekeeping**

West Vancouver Memorial Library (WVML) strives to reduce any negative impact that its operation may have on the environment through the implementation and improvement of a ‘green’ housekeeping plan. This plan endeavours to provide a healthy environment to all occupants and to eliminate cleaning products containing hazardous contaminants that impact air quality, human health, building finishes, building systems or the environment.

### **Solid Waste Management**

The West Vancouver Memorial Library (WVML) supports the practice of recycling and the purchase of products containing recycled material. We will pursue this objective in an effort to reduce or eliminate the amount of waste and toxins that are sent for disposal or incineration and to reduce the carbon footprint caused by the Library and its staff.

### **Integrated Pest Management, Erosion Control and Landscape Management**

West Vancouver Memorial Library (WVML) strives to reduce any negative impact that its operation may have on the environment and it is the preference of the WVML to reduce or eliminate the use of pesticides whenever possible. Physical/cultural and biological control methods will receive priority consideration for solving any pest problem and chemical control strategies shall be used when the other strategies are inadequate. These alternate strategies will help to ensure the preservation of ecological integrity, enhancement of natural diversity and protection of wildlife while supporting high-performance building operations and integration into the surrounding landscape.

### **Plumbing**

West Vancouver Memorial Library (WVML) values our natural resources and continues to look for ways to increase conservation within our facility.

## **Performance Metric**

WVML will implement, monitor and evaluate sustainable practices for its facility.

## **Goals**

WVML has set the following targets for sustainability practices in its facility:

### Purchasing

- 60% or higher of offices supplies will meet one or more of the following criteria:
  - 10% post consumer and/or 20% post industrial material
  - 50% rapidly renewable materials.
  - 50% materials harvested and processed or extracted and processed within 805 kilometres (500 miles) of the building.
  - 50% Forest Stewardship Council (FSC) certified paper products.
  - Batteries are rechargeable
- 40% of durable goods such as computers will be Energy Star labelled and certified
- Purchase low mercury fixtures

### Housekeeping

- Establish a cleaning plan using 'green' cleaning products and methods (i.e. Green Seal certified, Vacuum cleaners have High Efficiency Particulate Air (HEPA) technology)

### Solid Waste Management:

- 50% diversion of Waste (garbage and recycling)
- 80% diversion of discarded batteries
- 75% diversion of Durable Goods (re-purposing shelving and other furniture)
- 70% diversion for any future renovations

### Plumbing

- Any future plumbing renovations within the West Vancouver Memorial Library will include an economic and environmental assessment of conversion to high performance plumbing fixtures and fittings.

### Integrated Pest Management

- All pest management and landscape management activities will be reported to the Green Committee of the Library Board on an annual basis

### Measuring and Monitoring

- Staff will develop a long term measuring and monitoring plan for the Green Committee of the Library Board's review within one year of the adoption of this Policy

## **Procedures and Strategies**

WVML will endeavour to research environmentally friendly alternatives to products and services purchased and used in its facility.

## **Responsible Party**

WVML staff involved in facility operation and management

## **Time Period**

This policy and performance metrics will be reviewed annually.