



Concordia Student Union – Council of Representatives

CSU Special Council Meeting – Agenda

Thursday, April 7th, 2016

H-711, 18h30, S.G.W. Campus

- 1. Call to Order**
- 2. Roll Call**
- 3. Update on Cooperative Housing Project**
- 4. HIVE Kitchen Space Proposal**
- 5. Finance Coordinator Vacancy**
- 6. Adjournment**



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CSU Special Council Meeting – Minutes

Thursday, April 7th, 2016

H-711, 18h30, S.G.W. Campus

1. CALL TO ORDER

Meeting is called to order at 19h03.

We would like to acknowledge that Concordia university is on the traditional territory of the Kanien'keha:ka (Ga-niyen-gé-haa-ga), a place which has long served as a site of meeting and exchange amongst nations. Concordia recognizes, and respects the Kanien'keha:ka (Ga-niyen-gé-haa-ga) as the traditional custodians of the lands and waters on which we meet today.

2. ROLL CALL

Council Chairperson: *Mat Forget*

Council Minute Keeper: *Caitlin Robinson*

Executives present for the duration of the meeting consisted of *Gabrielle Caron* (Sustainability Coordinator), *Marion Miller* (Academic & Advocacy Coordinator), *John Talbot* (Student Life Coordinator), *Gabriel Velasco* (External Affairs & Mobilization Coordinator), *Terry Wilkings* (General Coordinator) and *Chloë Williams* (Loyola Coordinator).

Executives absent for the duration of the meeting consisted of *Lori Dimaria* (Clubs & Internal Affairs Coordinator).

Councillors present for the duration of the meeting consisted of *Jenna Cocullo* (Arts & Science), *Hayley Currier* (Arts & Science), *Rachel Gauthier* (JMSB), *Adrian Longinotti* (Arts & Science), *Lucinda Marshall-Kiparissis* (Arts & Science), *Armani Martel* (Arts & Science), *Aloyse Muller* (Arts & Science), *Geneviève Nadeau-Bonin* (Arts & Science), *Fadi Saijari* (JMSB) and *Rami Yahia* (ENCS).

Councillors absent for the duration of the meeting consisted of *Sami Beydoun* (ENCS), *Jana Ghalayini* (ENCS), *Charles Gonsalves* (Arts & Science), *Sanaz Hassan Pour* (Fine Arts), *Hassan Jabri* (ENCS), *Marcus Peters* (Arts & Science), *Jason Poirier-Lavoie* (Arts & Science), *Antoine Rail* (Fine Arts), *Leyla Sutherland* (Fine Arts), and *Michael Wrobel* (Arts & Science).

3. UPDATE ON COOPERATIVE HOUSING PROJECT

Chairperson: I would like to apologize, as the documents sent out were not entirely confidential and I will make sure that they are distributed shortly.



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Terry Wilkings: I have spoken to members of The Link and The Concordian to explain this point, but basically there is an update on the procurement plan for the housing project and we would like to discuss this in closed session.

Chloë Williams moves to enter closed session.
Seconded by **Aloyse Muller**.

VOTE

In favour : 9

Opposed: 0

Abstentions: 0

Motion carries.

Aloyse Muller moves to enter open session.
Seconded by **Rami Yahia**.

Meeting enters closed session at 19h04.

Meeting enters open session at 19h29.

4. HIVE KITCHEN SPACE PROPOSAL

Jessica Cabana: I have been involved in the Hive since its inception, was on the board last year and am the Mezz Coordinator now.

Shylah Wolfe: I am now the Food Coordinator, but I started as the Free Lunch Coordinator and this past year I moved to be the Food Coordinator for the cafes.

Jessica Cabana: we will go through the who and what at the Hive, along with the past, present and future of the kitchen and the outcomes of the food project, and with what we are requesting. Loyola and downtown have quite a long history and we will bring up some brief points. This is all on our website though, from the inception of the building to now. In the past 20 years a lot has happened since 1973 when the SC building opened with Hive bar, and in 2007 the CSU opened the Loyola Luncheon which is now the Hive free lunch program, and now the CSU funds it by providing to the Hive. In 2010 the discussion of a cafe at Loyola began and in 2011 the opening was supposed to happen but was delayed due to the electrical capacity, something which was resolved. In 2013, the Concordia Food Coalition (CFC) co-founded the cafe. The CFC and the CSU are both co-founders, and in 2013, the students started mobilizing to replace the Java U with a student-run cafe. The Loyola Luncheon was de-unionized to start giving space to the Hive. The relevant referendum questions were stated in the documents and were voted in with over 80% in favour. In 2013, members voted in favour of mandating the CSU to help establish and cofound a cafe and restaurant which was student-run within the location of the Java U. In 2014 there was the special bylaw I petition giving access to the Student Space, Accessible Education and Legal Contingency (SSAELC) Fund for the creation and expansion of student-run food system projects on campus, which is the fund that we are requesting money from today.



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Shylah Wolfe: At this point, the Hive was born and the board of directors was actualized and the original mission and vision developed.

Jessica Cabana: There are worker members, user members and support members alike. The vision is an accessible food system, social economy and even one which is regenerative and operated locally and democratically. We envision this in the works and we want to be a model food system. This is a multi-stakeholder cooperative – there are worker, user and support members, and right now there are thirty-five (35) worker members, and over 3 500 user and support members like the CFC and the CSU who hold permanent seats. Right now the other seat is occupied by the Concordia Greenhouse. We have been open two (2) years and in 2014, the Hive opened up two locations bridging the campuses which help support one another. The Hive free lunch program started and went from having eighty (80) servings to nearly 300 a day. In 2015 there were renovations to the Mezz space at same time as the Reggies project to make the space accessible and for people who do not identify with gender binaries to have gender neutral washroom. In terms of space, ergonomics and food storage, there is more space for food and for more in-house food production.

Shylah Wolfe: In the summer of 2015, myself and others worked on a menu overhaul to more in-house production to reduce the cost of the user base. We realized that with the major expansion in the free lunch program we were not able to operate in the Loyola kitchen, as it is not up to par for serving two (2) cafes. It seemed like we needed a new kitchen space and began recon to find one. We compiled a broad survey of what was available and the results were pretty slim. This brought us to the kitchen on the seventh floor of the Hall building, and we began discussing with the university, who said that a lot of interest groups had enquired about it and so we started a survey and campaigning other food initiatives on campus to find out what was needed for these groups and how we could bridge the gap and secure the location not only for ourselves to administer, but for other groups. That dialogue began with the administration and we quickly showed that it was possible to make everyone happy.

Jessica Cabana: Basically, there are four (4) main departments of the Hive - two (2) main locations, the Hive free lunch program, and we have the kitchen space as well. With this space, we managed to have more affordable food. Sandwiches went from \$6 to \$3-4. Seven (7) percent of the food is now organic, so we have more control over food coming in and the producers. Eighty (80) percent of food is produced in house, so most of the things that we provide to students are. More student worker members are engaging in experiential learning opportunities. The downfall is that the space is temporary.

Shylah Wolfe: Ultimately we would like to start making the pastries in house and expand the kitchen team. We would love to have 100% of our items be homemade and have the space available for our own workshops, catering and other groups who are interested. Other than the Multi-faith Chaplaincy and the Peoples' Potato, there is no real opportunity for student groups to make their own food for events. This was temporary, and we were aware of agreements with administration. This kitchen was laying fallow and to make everyone happy, it was utilized in the interim, but ultimately there are plans for the construction of a Student Success Centre in January of 2017 on the seventh floor. The temporary kitchen will be demolished for this. Here, we have a pretty rare opportunity, considering that we started discussions with the administration at the time that we did. They have extended an offer to include us in the new layout because the Peoples' Potato will be moved, and they rearranged their plans for that



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whole floor to include the Hive and a custom kitchen to be built for us with new equipment and the amalgamation of old equipment. This is a timely situation and we do not have a lot of opportunities to seek other funding in just about two (2) weeks. What this means is that the university has offered a huge investment in student-led food initiatives and that could help all of us democratize the campus food movement and give more autonomy to students over their choices. In terms of what this would look like, there is a floor plan of where the serverie is now. The floor plan is not completely finalized and there are other interest groups to be incorporated, so the university is not going to show this preemptively. We have already been in discussions with the administration and project planning to discuss what would be entailed in our little floor plan, and we have tried to make it as versatile as possible to accommodate as many needs as possible. This includes the mass production of two (2) cafes and other endeavours we might take on. The layout is to facilitate workshops or volunteer opportunities and also for other smaller scale producers to use the space. The equipment that we thought most appropriate to purchase would be one of those commercial kettles, a tilt skillet, a glass chiller, a griddle with oven, a dishwasher, and other things like racks and tables. Why we have to purchase new items is because the university intends to decommission steam and it is only used for the Peoples' Potato and the Hive. They are going to remove that element from the building in lieu of electrical and gas. These items will be purchased with funding we are asking for, and they are assets of the Hive so they are going to the Hive, not the university.

Jessica Cabana: The main reason why we need the money is to keep what we have. We have been building an in-house food menu to make local in-house food, and this is to develop and stabilize the services we have. This means that we will be able to provide the food that we do, and we want to enhance services for students like in-house pastries and want to continue that, along with opening up opportunities. The space is also great for other students who want to use it. Other groups like Right to Move would like to keep using it, along with Sustainability Concordia, and when organizations have annual general meetings there can prepare the food in our kitchen. There are opportunities for great collaboration with the student-run food community like providing pastries to Cafe X and this also opens opportunities to be an alternative to the corporate food monopoly on campus. This allows momentum to keep building, so we will keep what we have, enhance services and build opportunities.

Shylah Wolfe: What this really means is that we want to keep accessible food as a service to students. If we do not secure the kitchen space, it is likely to regress until we can find a more catered model and I do not want to see that, as we have already been able to bring wheat-free and vegan food at the same price point.

Terry Wilkings: What does a catered model mean?

Shylah Wolfe: This means purchasing fully prepared products from outside sources. For example, in the first year, we had sandwiches from Cafe Zephyr and that is why they were so expensive. That is what the catered model is – it is purchasing pre-made products and selling them as they are. The transformation of products in-house gives more diversity to create cheap products that hit all kinds of eating and dietary habits like veganism and wheat intolerance, while still offering a broad range of animal products if wanted. This accomplishes reclaiming food space for students, along with outreach and educational operations and we even have faculty who have shown a lot of interest. There are employment opportunities, and the bigger it gets, the more we can employ and the more profits will go into the



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student base, as opposed to going to catering groups like Cafe Zephyr. There will be a bigger selection of quality food too. In terms of the sustainability aspect, more students working in an alternative model develops better equipped people who are more engaged and aware. This project will give more autonomy over food transformation and will give people a space to educate others and work collaboratively. This leads to a better quality of life for all and stability. We think that if we have these kind of opportunities and can be really active, we are being the change.

Jessica Cabana: In terms of what we need from the CSU, we need funding from the SSALEC to purchase equipment to secure the space. We are asking for \$185 600 and the project is fluctuating a bit and there are reasons that the amount changed. The money will be used for equipment, assets and contingency. We are not putting in infrastructure that we will not be able to keep. Concordia will be contributing most of the project's funding, like the infrastructure. What we are being asked to fund is very minimal.

Shylah Wolfe: The university contributions are the soft costs – the architectural coordination fees, the project management and the food consultant fees. The hard fees are like the decontamination of the seventh and sixth floor of the Hall building, though only in the areas for the Hive. There are bigger costs like the electrical and mechanical fees for installation and routing, the architectural and structural fees, and then there are common areas and base building infrastructure for equipment purchased and owned by us. What is going to happen from here on out is hopefully the approval of funding, which will go to the Board of Governors next week to finalize and approve the project, and then we as the Hive will provide financial documents to the CSU about how we are in line with projections for the organization's progression. Then, Facilities Management and the Hive will create and complete an agreement to secure good faith that the Hive will actually have the space on the seventh floor, because it is a little different than other cafes leased to the CSU, as this would be directly with the administration.

Armani Martel: If there was a disagreement for any reason and the project did not move forward, would the money be returned to the CSU?

Shylah Wolfe: In the motion it says that it must be completed in order to secure funding. The CSU's funding is secured for the Hive because of the other two aspects, and the project will go to tender in late 2016, so November or December. The package that the project management team will put forwards will go to tender, and in January of 2017, there will be bids put in and the university will make a decision. Anywhere between late January to April of 2017, the first phase of the project will start on the seventh floor. Hopefully, about a year after this, in January of 2018, the Hive will move into a finished kitchen

Hayley Currier: While these renovations are going on, what happens to the kitchen that you are using? Will production be shut down or will there be another temporary location?

Shylah Wolfe: We have already negotiated a temporary location with the university, and the costs for that are already established and covered by the PQI fund. This would be at the Perform Centre at Loyola campus. The operations and services would not stop.

Aloyse Muller moves to enter closed session.
Seconded by **Adrian Longinotti**.



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Meeting enters closed session at 19h58.

Aloyse Muller moves to enter open session.
Seconded by **Adrian Longinotti**.

Meeting enters open session at 20h07.

Chloë Williams: I want to ask everyone to excuse me as I have an event at Loyola and security is asking for me. I want to speak in favour of the project though, as I have been the CSU member on the board of the Hive all year. They have put work into this all year and the university is putting forward the offer to absorb most of the costs.

Lucinda Marshall-Kiparissis: I am also leaving, but I am in favour of this motion. This is what the SSAELC fund is there for. This will have big consequences into the future to be sustainable.

Geneviève Nadeau-Bonin:

WHEREAS the SSAELC fund can be used for the creation and expansion of predominantly student-run food systems projects on campus, and the CSU has a position to actively supports affordable, sustainable, and student-run food service;

WHEREAS Concordia University will be contributing a large portion of the construction costs for the development of a kitchen on the seventh (7th) floor of the Hall building for the Hive Cafe Solidarity Cooperative kitchen operations, and that this kitchen will further the development of the student run food system on campus;

WHEREAS the University requires a confirmation of the student contribution before April 13th, 2016;

BE IT RESOLVED THAT a maximum of 185 600\$ be approved for the Hive Cafe Solidarity Cooperative Hall seventh (7th) floor kitchen development.

BE IT FURTHER RESOLVED THAT the University will enter into a Space Use Agreement with the Hive Cafe Solidarity Cooperative for the use of the Hall seventh (7th) floor kitchen before the funds are transferred.

BE IT FURTHER RESOLVED THAT the Hive provide it's most up to date financials to CSU FinCom before the funds are transferred.

Seconded by **Aloyse Muller**.

Terry Wilkings moves to amend the motion to add to the first “be it resolved” clause, “to be expensed from the Student Space, Accessible Education and Legal Contingency (SSALEC) Fund, in accordance with Special Bylaws I and J”.

Seconded by **Aloyse Muller**.

Motion is adopted via unanimous consent.

Terry Wilkings moves to amend the motion to add “Be it further resolved that that, should any surplus remain from the \$185 600 at the end of the seventh floor kitchen project completion, that the surplus be transferred back to the CSU.”



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Seconded by **Rachel Gauthier**.

Motion is adopted via unanimous consent.

Aloyse Muller: Just to clarify, is this a grant to the Hive? Who will own the equipment?

Shylah Wolfe: The Hive will own the equipment.

Terry Wilkings: As for the rationale, it is that the Hive will be responsible for the maintenance and upkeep, so should there be a scenario where it gets damaged, then they are responsible to upkeep their own equipment.

Aloyse Muller: What is the ceiling in terms of how much Council can expense from the SSAELC fund?

Terry Wilkings: The way that the Special Bylaw I is worded, it says that if the student space section is satisfied, Council has the authority to expense the entirety of the SSAELC fund upon ratification by the SSAELC Fund Committee. Should they reject it, it is put to ballot at the upcoming election for ratification by our membership. The fund was originally intended to purchase an entire building.

Gabrielle Caron: My committee met twice about this project as well as having a joint committee meeting with the Finance Committee, and unfortunately half of the people who were in attendance are not present today, however there was a strong recommendation to go forward with the project as it is a very special opportunity and it is not every day that we have the university working with us and this is a great opportunity. **Adrian** was present at these meetings.

Adrian Longinotti: I am in favour of this project and I motivate for it.

Gabrielle Caron: I am a worker member, just to be clear.

Terry Wilkings: Mat had mentioned and apologized for the document mishap, so just coordinate with Mat to ensure the public dissemination of the documents.

VOTE

In favour : 7

Opposed: 0

Abstentions: 0

Motion carries.

5. FINANCE COORDINATOR VACANCY

Terry Wilkings: We currently have a vacancy in the Finance Coordinator office

Terry Wilkings moves that **Adrian Longinotti** fills the vacant position of Finance Coordinator for the remainder of the 2015-16 mandate, in accordance with Bylaw 7.3



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Seconded by **Aloyse Muller**.

Terry Wilkings: in the communications that I shared to Council in the group online and The Link and The Concordian, I mentioned that the recommendation was to wait for the election results to be made public and that whoever was elected would essentially start their mandate twenty-three (23) days early. I have spoken with **Adrian** and Vikan and Robert and the finance team, and we went over the needs for the office for the next seven (7) weeks and **Adrian** expressed a desire to begin training early. I am encouraged by the energy he has brought and he seems very interested in what some may consider dry material. I hope that Council ratifies this recommendation in accordance with the bylaws.

Adrian Longinotti: I want to assure Council that although it is finals, right now at the moment I have made arrangements to finish everything ahead of time to concentrate fully on this transition and the vacant position. I will be able to put 30 to 35 hours a week into the position and be able to focus on that.

VOTE

In favour : 7

Opposed: 0

Abstentions: 0

Motion carries.

Terry Wilkings: I wanted to inform Council that given the delays between **Adrian's** appointment and the deadline for the dissemination of the Council documents, which is less than 24h from now, unfortunately I do not think that we will have a Finance Coordinator report for Wednesday, but please keep in mind that **Adrian** will be reporting to Council all of his activities from moment of his appointment, which is today, at the May Regular Council Meeting and the subsequent report will be produced for councillors.

6. ADJOURNMENT

Rachel Gauthier moves to adjourn.

Seconded by **Aloyse Muller**.

VOTE

In favour : 9

Opposed: 0

Abstentions: 0

Motion carries.

Meeting is adjourned at 20h22.



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Thursday, April 7th, 2016

H-711, 18h30, S.G.W. Campus

Summary of Motions Carried

4. HIVE KITCHEN SPACE PROPOSAL

The following motion was carried:

WHEREAS the SSAELC fund can be used for the creation and expansion of predominantly student-run food systems projects on campus, and the CSU has a position to actively supports affordable, sustainable, and student-run food service;

WHEREAS Concordia University will be contributing a large portion of the construction costs for the development of a kitchen on the seventh (7th) floor of the Hall building for the Hive Cafe Solidarity Cooperative kitchen operations, and that this kitchen will further the development of the student run food system on campus;

WHEREAS the University requires a confirmation of the student contribution before April 13th, 2016;

BE IT RESOLVED THAT a maximum of 185 600\$ be approved for the Hive Cafe Solidarity Cooperative Hall seventh (7th) floor kitchen development, to be expensed from the Student Space, Accessible Education and Legal Contingency (SSALEC) Fund, in accordance with Special Bylaws I and J

BE IT FURTHER RESOLVED THAT the University will enter into a Space Use Agreement with the Hive Cafe Solidarity Cooperative for the use of the Hall seventh (7th) floor kitchen before the funds are transferred.

BE IT FURTHER RESOLVED THAT the Hive provide it's most up to date financials to CSU FinCom before the funds are transferred.

BE IT FURTHER RESOLVED THAT, should any surplus remain from the \$185 600 at the end of the seventh floor kitchen project completion, that the surplus be transferred back to the CSU.

– *Geneviève Nadeau-Bonin (Aloyse Muller)*

5. FINANCE COORDINATOR VACANCY

A motion was carried appointing Adrian Longinotti to fill the vacant position of Finance Coordinator for the remainder of the 2015-16 mandate, in accordance with Bylaw 7.3

– *Terry Wilkings (Aloyse Muller)*