Advisory Committee on Sustainability
Meeting Minutes

Date: Tuesday, Aug. 12, 2008
Time: 9:30 a.m.
Location: Dean of Arts Boardroom, A 5014

Attendance:
Toby Rowe (Sustainability Coordinator), John Drover, Josh Lepawsky, Kevin O’Leary, Dennis Waterman, Abigail Steel (co-chair), Mano Krishnapillai (by phone), Kent Decker, Peter Earle, Peter Smith, Shannon O’Dea Dawson, Dwayne Taverner

Regrets: Kati Szego (co-chair), Kelly Hawboldt, Wolfgang Banzhaf, Gerri King, Craig Stacey, Paul Barnable

1.0 Call to Order
Abigail Steel called the meeting to order at 9:35.

2.0 Approval of July 8, 2008 minutes
Motion to accept: Dennis Waterman
Seconded: Peter Smith
With change to “idea to action” under policies.

3.0 Review of Action items from July 8, 2008 meeting
Carried over: The Policies subcommittee will draft up a declaration using points from the Vision, Mission, Mandate; along with this there will be an accompanying letter from the ACS that outlines the reasons why MUN should sign on to the Talloires Declaration along with developing its own commitment.

Carried over: Toby is going to set up a meeting between Kent Decker, John Drover, Dennis Waterman, herself, and possibly one or two other people. The purpose of this meeting will be to discuss money for the carbon offset fund, among other things.

4.0 Sub-Committee Reports
4.1 Paper and Recycling
- The subcommittee did not provide draft policy statements to the Policies Subcommittee. They felt that more research was required in order to develop a paper policy specifying what type of paper should be used by university.
- Better Side Notebooks (BSN): A letter has been sent to specific departments to request participation in pilot of BSN. Donation boxes will be placed in offices and the first round of paper collected will be scanned for privacy concerns.

4.2 Buildings
- The subcommittee submitted draft building policies to Policies subcommittee

4.3 Policies
- The subcommittee received draft policies from Buildings Subcommittee
- Toby presented document outlining process for developing policies from information discussed at meeting with Donna Ball (Senior Policy Analyst). Donna is willing to help with policies through sitting on subcommittee or acting as an advisor.

Other discussion
- Sweatshop free policy exists.

Action: Toby to determine scope of sweatshop free policy.
There is a need for a “green” event policy or guide. MUN has an existing event guide (contact Jessica Clarke of Marketing). Chartwell’s needs to be brought into the discussion.

**Action:** Toby to look at MUN event guide, contact Chartwell’s, and research what is happening at other universities

- According to John Drover, provincial government is using bamboo/sugar cane disposable cups

### 4.4 CSAF

- Peter E. wants to pursue transportation component of assessment
- Subcommittee did not provide draft policy statements for policy development
- Not able to pursue assessment due to lack of staff resources

### 5.0 Energy Performance Contract (EPC) Update

Kent Decker mentioned that there have been increased savings due to increased cost of fuel; loan will be paid off sooner than expected.

### 6.0 Bottled Water Update

Water survey to go on MUN website around Sept. 10. Survey should also be on Grenfell website. Promotion is needed to remind people tap water is safe. Work order has been submitted to FM for water filling station in UC.

### 7.0 Carbon Offsets/Travel Policy

Toby met with Bruce Gorman (internal consultant) who was asked by Kent Decker to investigate changes to travel policy to include carbon offsetting. Upon investigation, he found the issue to be more complex than just changing travel policy, and did some research into carbon offsets. Toby has his report.

**Action:** Toby to meet with Kent Decker and Bruce Gorman to discuss the findings of his carbon offset report and next steps.

### 8.0 EHSSI Update

Workshops (open invitation) are coming up in September in St. John’s and at Grenfell to determine action plan for integrating sustainability into research, teaching, and outreach.

### 9.0 New Residence

No update.

### 10.0 Communications Update

- The fall Communicator will have article on Better Side Notebooks and another “sustainability” focus
- Toby and Shannon will meet to discuss a communications plan.
- The Honeywell Energy Matters website (memorial.myenergymatters.ca) will soon be ready and will be linked from and to mun.ca/sustain

### 11.0 Announcements

- Honeywell is sponsoring upcoming staff BBQ.
- Students for Sustainability (Canadian Federation of Students) campus tour will be at MUN on Sept. 30 with David Suzuki as speaker.

### 12.0 Next Meeting

Retreat will be held September 9, 2008; location to be announced.