Advisory Committee on Sustainability
Meeting Minutes

Date: Tuesday, June 10, 2008
Time: 9:30 am
Location: Board of Regents Room, A 2029

Members in attendance: Mano Krishnapillai, Adam Courage, Dennis Waterman, Peter Earle, Kevin O’Leary (1/2), Dwayne Taverner, Josh Lepawsky, Paula Corbett, Kati Szego (co-chair), Jennifer Lokash, Jessica Dawe (Sustainability Office)

Regrets: Paul Barnable, Kent Decker, Chris Hibbs, Abigail Steel, Peter Smith, Craig Stacey, Wolfgang Banzhaf, Kelly Hawboldt, John Drover, Gerri King, Shannon O’Dea-Dawson

1.0 Call to Order
Kati Szego called meeting to order at roughly 9:30 am

2.0 Approval of May 13 minutes
Minutes approved by committee without any revisions

3.0 Agenda Revision
Adopted as distributed

4.0 Review of Action items from May 13, 2008 meeting

ACTION: Better Side Notebooks

Completed:
- Jessica did contact Rosemary Smith who in turn contacted Karen Hollet, but has not heard a final declaration about the notebooks by either person
- MUNSU has agreed to have special collection boxes placed in their offices and from this paper notebooks will be made; Jessica will ask Rosemary Smith to give her a response by a yet to be determined date
- Contrary to last month’s minutes: the paper collected for the notebooks will not be looked through by volunteers to decide what is confidential and what is not

Carried over: There needs to be some sort of memo sent out to departments and offices on what is confidential or personal info and what is not

ACTION: UPEI CSAF document on transportation
Completed: Jessica sent document to Peter E.
- Peter said the document talks a lot about parking issues at the UPEI campus; this committee is wondering how many spots there are per person on the MUN campus?

ACTION: Jessica is going to investigate further about parking programs at UPEI

- What will be the effect of the new residences on MUN parking?
  - Dwayne said it will not have an effect on parking in the immediate
future, but beyond that there is the potential risk of loosing some of Lot 15

**COMPLETED:** Jessica drafted questions for subcommittees; will send them out to the ACS

**COMPLETED:** Ivan was contacted, and Shannon O’Dea-Dawson will be his new replacement on the ACS. Shannon was invited to this month’s meeting, but was unable to attend.

### 5.0 Sub-Committee Reports

#### 5.1 Policies (not on agenda)
- Only 2 members were present so the meeting did not go according to agenda
- Kevin presented his research on hybrid cars to the committee
**ACTION:** Kevin to send websites to Dennis

#### 5.2 Buildings
- has secured representatives from Marine Institutes as well as the government
- is looking for the policy framework that the ACS uses, but because there isn’t one Jessica will send Buildings the Memorial University’s template for policy drafting
- **EPC updates (Grenfell)**
  - will include both the Grenfell campus and the Pepsi Centre
  - specifications being developed and will hopefully have tender for July 1; tender will include both facilities, but with separate reports on each
  - **Centre for Environmental Excellence**
    - on hiatus (no CEO)
    - Buildings would like to have direct communication with the CEE, but will have to wait until an executive is hired

#### 5.3 Paper and Recycling
- paper-less paystubs add to be put in summer issue of the Communicator
**ACTION:** Jessica to double check with Ivan on this
- talked about having a paper-less pay stub option for student employees; Jessica is going to talk with Connie Hatcher about this
- a discussion about student papers commenced after Paula gave the P/R update
  - in Grenfell: student papers are kept for a year in the department office and then are handed over to the Registrar’s Office for up to two years (are they then shredded or recycled or both?!)
  - Committee thinks that departments should all have shredders, but this encourages unwarranted use of them and thus an increase in electricity use and subsequently in GHG emissions
  - Paula said that back when Printing Services was in the Arts building they had an industrial sized shredder that offices could bring down paper to and have shredded
**ACTION:** Jessica is going to ask Boyd if this is still the case with Printing Services
• along the lines of paper use, committee would like all out-going @mun.ca emails to have “do you really need to print this?” in the signature; Moreover, there should be electronic letterhead supplied to all departments and offices
ACTION: the Paper and Recycling subcommittee is going to take these requests on and will report back to the ACS

6.0 Old Business
Carbon Offsetting
• June 11, 2008: small group will have a conversation with Dr. Hadi Dowlatabadi; he is a carbon offsetting expert who resides in British Columbia. He is the co-founder of www.offsetters.org
• June 16, 2008: Carbon Offsetting Brainstorming session will take place in A 2029; invitations for this session was sent out over numerous list servers, as well as Newsline, last month

7.0 New Business
Habitat for Humanity Build
• recently released news by the I ♥ MUNdays planning committee: MUN, in collaboration with Habitat for Humanity, will build a house sometime in October to correspond with the I ♥ MUNdays service learning initiatives
• during the I ♥ MUNdays steering committee meeting on June 3, 2008 the idea was raised of making this a “green build;” Dr. Lily Walker said this will all depend on what kind of funding we can get for the build
• there was a press release put out through Newsline about a forum that will occur on June 10, 2008 at 1:00 in UC-3018. Jessica and Dwayne will be attending this and asked the committee if there were any specific questions they wanted them to ask to the I ♥ MUNdays organizers as well as to the Habitat for Humanity representatives who will be there.
• this is something for the ACS to think about in terms of how we can be involved, etc

8.0 LEED and new residence update
St. John’s residence
• construction has begun on the new residence; Dwayne suspects that approximately ¾ of the field has been dug up already
• trees that had to be uprooted to make room are being transplanted to the Burton’s Pond area; the contractor has guaranteed the trees for one year
Corner Brook residence
• Dennis suspects that within the next 2 weeks digging will begin
• Kati asked the question of “how green” will the Corner Brook residence be?
  ◦ hoping to get 28 points out of the 32 point LEED scale; 32 points = LEED certification (?)
  ◦ would like to go farther than simple LEED registration, but to get those additional 4 points takes a lot more effort and money than one would think

9.0 Announcements
• Paula:
The Deputy Registrar’s Office has made official the policy that all emails sent within MUN will have to be @mun.ca addresses. Because of this, there will be a decrease in paper usage as most documents correspondence will be solely electronic. Examples: financial services will no longer mail out info; students will receive all registration info via email. This policy is also in effect at the Marine Institute and Grenfell.

**ACTION:** Paula will inquire about the library’s involvement with this new policy.

**Dennis:**

- District Energy Project
  - A consulting firm of engineers and financers from Toronto was hired to look into the idea of accessing the capacity from the boilers at the mill.
  - The hope is that the City Hall could be built by way of this.
  - This report is expected back to the city by the end of August.

**ACTION:** Dennis to send name of the consulting firm to Jessica.

### 10.0 Next Meeting

Will meet on regularly scheduled date and time (second Tuesday of every month):

**Tuesday, July 8, 2008**

Board of Regents Room, A 2029