Advisory Committee on Sustainability  
Meeting Minutes  
Date: Tuesday, March 10, 2009  
Time: 9:30 a.m.  
Location: A 2029  

Attendance: Kris Aubrey (arrived 10:30 am), Shannon Dawson, Peter Earle, Josh Lepawsky, Meghan Mitchell, Kevin O’Leary, Toby Rivers, Toby Rowe (Sustainability Coordinator), Abigail Steele, Bob Walsh, Dennis Waterman, Peter Smith, Andrea McGuire (guest: Project Green)  

Regrets: Wolfgang Banzhaf, Paula Corbett, Adam Courage, Kent Decker, John Drover, Rhea Hutchings, Gerri King, Mano Krishnapillai, Jennifer Lokash, Melissa Penney, Dwayne Taverner, Andy Woolridge  

Chair: Abigail Steel  
Minutes: Toby Rowe  

1.0 Call to Order and Welcome  
9:35 a.m.  
Members introduced themselves. Bob Walsh was welcomed as Facilities Management representative. Andrea McGuire will be replacing Peter Smith as Project Green representative in the coming months.  

2.0 Minutes  
Feb. 10/09 minutes reviewed and accepted. (K. O’Leary/P. Smith)  

3.0 Action Items from February meeting  
Action: T. Rowe to notify T. Rivers of the next meeting of the Buildings Subcommittee. Carried forward.  
Action: K. Aubrey and Wolfgang Banzhaf will review the MUNFA collective agreement and recommend changes that could decrease paper use by MUNFA. Completed.  

4.0 Sub-committee Reports  

Paper and Recycling (T. Rowe)  
- Joe Carroll and T. Rowe were only members in attendance and had a short discussion about Kill A Watt monitors.  

Policies (A. Steel, minutes available)  
- Board of Regents: subcommittee discussed ways to communicate with the Board of Regents and the possibility of having an ad hoc committee to look at sustainability charter  
- Purchasing policy: Sarah Stoodley to suggest changes to policy such as Energy Star  
- T. Rowe mentioned her concern that for each small change suggested to a current policy, the Policy Oversight Committee will have to review. S. Dawson thought that a review might not be needed for small changes.  

Buildings  
No meeting since last ACS meeting.  
- Schedule: T. Rowe has been trying to find convenient time for all (or most) members  

CSAF (T. Rowe)  
No meeting since last ACS meeting  
- Transportation survey: T. Rowe sent information about funding opportunity for transportation survey to Peter Earle for his review. Deadline is Mar. 31, 2009.  
- Campus Assessment: Geography 2302 is continuing work on data collection. T. Rowe and Kelly Vodden (professor) will be reviewing reports. T. Rowe would like to meet with all staff contacted by students to provide information on various indicators to assess the project and discuss how to improve in the future.  
- Solid waste tender: T. Rowe asked B. Walsh to comment on the upcoming solid waste tender. He mentioned that currently weight of garbage is not recorded but is estimated from a conversion from volume to weight. Tipping fees for garbage at Robin Hood Bay are going up 117% and are based on weight. Tipping fees will be approximately $50 for garbage and $23 for compost and recyclables. The new tender states that accurate weight measurements must be kept. This will allow MUN to have a baseline so that reduction (or increase) can be measured and specific buildings can be targeted to reduce waste if needed. T. Rivers mentioned the tops blowing open on some of the garbage bins and B. Walsh said perhaps the location could be changed to alleviate this. P. Smith mentioned that Project Green will
be working on a residence challenge in the fall and was wondering if weight of waste by residence could be measured. B. Walsh responded yes.

5.0 Updates

Marine Institute: Adam Courage not present.

SWGC (D. Waterman)
- The Grenfell committee (principal’s advisory committee on sustainability) needs structure and a work plan. Current composition (approximately 12 members) is primarily faculty with D. Waterman acting as chair and Angela Carter of Grenfell’s Environmental Policy Institute also participating. T. Rowe will attend a meeting later in March.
- The committee wants to push to have Talloires signed by president. T. Rowe mentioned that perhaps we should have one last attempt to sign Talloires with letter from ACS, GSU, MUNSU, EHSSI, Grenfell etc. with ultimate goal of having MUN have its only charter.
  Action: D. Waterman to forward Grenfell’s draft letter to president re Talloires to T. Rowe
  Action: T. Rowe to contact groups interested in Talloires to confirm if they will sign on to letter to president.
- Grenfell received only one response (from Honeywell) to request for proposals for the Energy Performance Contract and will get input from Facilities Management, St. John’s campus on the proposal.
- Research continues into solar panels for an existing residence. Payback is predicted to be seven to eight years.
- J. Lepawsky described his recent trip to Grenfell where he presented on e-waste issues and had meetings with City of Corner Brook, College of the North Atlantic, among others.

EHSSI: (J. Lepawsky)
- Planning report: Draft has been circulated to steering committee with final comments due today. Report will then be distributed to members through the EHSSI listserv, and then the report will go to “upper administration”, but it is not clear to whom.
- ACS and EHSSI: S. Dawson suggested that this would be a good opportunity to coordinate efforts of the two groups and present together to senior administration. J. Lepawsky commented that ACS should continue its plan to go to senior administration. T. Rowe suggested that there might be some challenges in coordinating the two efforts. T. Rivers suggested to keep the two presentations separate, and that ESHHI should initially be going to VP Academic who provided the funding for the consultant. He suggested a letter of support from the ACS would be appropriate.
  Action: ACS to draft a letter of support for EHSSI’s initiative and determine who to send it to.

Project Green: (A. McGuire and P. Smith)
- RadHoc high school conference: members presented on bottled water and global over consumption
- Water presentation to high schools: members plan to continue to present to high schools. K. O’Leary suggested doing a video to get the information out to more students.
- Dump and Run sale: group is planning annual event for April
- Orientation: Project Green wants to have input on orientation packages and activities (residence and general student orientation). M. Mitchell mentioned that she is the contact person for student orientation; Dwayne Taverner is contact for residence orientation.
- Residence Challenge: members plan to initiate a sustainability challenge between residences in the fall
- Bikeshare: Sierra Club (Nick Burnaby) has received funding for Bikeshare Coordinator and mechanic. Current Bikeshare committee is losing most of it members, so Project Green will likely take on an increased role.

MUNFA Collective Agreement (T. Rowe)
- Review of MUNFA collective agreement: W. Banzhaf and K. Aubrey provided suggestions to reduce paper use.
- Letter from ACS MUNFA members: J. Lokash and T. Rowe drafted a letter focusing on MUNFA’s paper use with input from faculty members of ACS and subcommittees. It was signed by MUNFA members of ACS and submitted to MUNFA executive as per the request for comments on collective agreement, and copied to MUN president.

Staffing (T. Rowe)
- Office space: Sustainability Office needs space for a temporary staff person.
**Water survey** (T. Rowe):
- Centre for Institutional Planning: T. Rowe has a meeting to get comments on the water survey.
- Other recommendations: P. Smith provided input and met with a sociology professor who reviewed it and gave recommendations.
- Keeping survey unbiased: There was discussion about making the survey as unbiased as possible and that introducing it during sustainability week may not be the best option. Also, there was discussion about who the survey will be coming from (e.g., Sustainability Office, ACS, Facilities Management) and it was suggested that the introduction states that “the university is looking at water habits…” and that the survey can be located on the MUN website rather than sustainability site.
- Incentive: P. Smith suggested cash or other incentive to increase participation

**Webinar** (T. Rowe)
- Attendance: Two members of the Board of Regents plus others attended last month’s webinar on sustainability as a strategic planning issue for board members.

**Communications** (T. Rowe)
- Printer cartridge recycling: Newsline message went out about printer cartridge recycling and T. Rowe received several requests for collection boxes
- The Communicator: next issue will have an article on Graduate Studies and their sustainability activities as well as sidebar with good news from other departments.
- Website is up with new banner. Much of the website is the same as before. T. Rowe is meeting with Chris Hibbs (past member of ACS) who used to work on website to determine his future role.

**Kill A Watt monitors** (T. Rowe)
- Sustainability Office has nine energy monitors.
- Distribution: The library was not interested in loaning them out. T. Rowe will loan from her office
- Data collection: T. Rivers reminded T. Rowe to create a form or table to be completed by users.

**6.0 New Business**

**Sustainability Week** (T. Rowe)
- Dates: Mar. 23-25, 2009 at University Centre with three themed days: fair trade, water and reduce waste/emissions
- Action: students will likely ask for three to four commitments on water at the university
- Speaker: Maude Barlow is speaking on water day
**Action:** T. Rowe will distribute Sustainability Week schedule to ACS

**Graduate Student Union**
- Committee: GSU is starting a sustainability committee. A. Steel presented ACS overview to GSU.

**7.0 Events/Announcements**
- T. Rowe to attend CAUBO Sustainability Conference Mar. 26-27, 2009
- A Sense of Wonder: film about Rachel Carson, Mar. 16, 09, 7 pm INCO

**8.0 Next Meeting:** April 14, 2009