Advisory Committee on Sustainability
Meeting Minutes

Date: Sept. 15, 2009  Time: 9:30 a.m.  Location: Board of Regents Boardroom

Attendance: Nancy Burt, Paula Corbett, Adam Courage (left 10:43 a.m.), Mano Krishnapillai (by teleconference), Jennifer Lokash, Jackson McLean (Project Green – left 10:30 a.m.), Andrea McGuire (Project Green - joined 10:30 a.m.) Shannon O’Dea Dawson, Kevin O’Leary, Toby Rivers, Toby Rowe, Abigail Steel, Bob Walsh, Dennis Waterman (by teleconference), Becky Winsor (left 10:05 a.m.)

Regrets: Kris Aubrey, Kent Decker, John Drover, Peter Earle, Josh Lepawsky, Dwayne Taverner

Chair: Abigail Steel  Minutes: Nancy Burt

1.0 Call to Order and Welcome  9:40 a.m.

2.0 Minutes: May, June, July and August 2009 minutes - approved.

3.0 Revise agenda. No revisions

4.0 Action Items from August meeting

Action: N. Burt to check availability of IIC and UC for signing event on these days. Completed.

Action: T. Rowe and N. Burt to meet with S. Pippy concerning analysis of water survey when she returns from vacation. Completed.

Action: K. Aubrey to draft and e-mail a letter concerning new Faculty of Med building and the need to consider sustainability in the design and structure. Carried forward. Although the plan for LEED is proceeding, K. Aubrey would like to have a letter on record.

Action: T. Rowe to contact Art Cheeseman of the City of St. John’s to ask for a City representative for ACS. Carried forward. Toby left phone message but did not receive response.

Action: T. Rowe to ask sub-committees for annual reports and to start writing/compiling annual report. Carried forward.

Action: N. Burt to watch website for travel policy consultation announcement. Carried forward. Nothing on website as of yet.

Action: N. Burt to look into new City of St. John’s recycling pilot project regarding the possibility of MUN sending batteries, fluorescent tubes and bulbs to Robin Hood Bay facility for recycling. Completed. City is accepting hazardous waste on Saturdays from residents. MUN cannot drop off hazardous as part of this.

Action rising from discussion: Toby to follow up with Health and Safety concerning using New Alta to collect batteries (other than rechargeable).

5.0 Reports (Subcommittees/Sustainability committees)

a) Paper and Recycling subcommittee: No meetings over the summer. T. Rowe gave update on students report on paper and recycling on campus. J. Lokash noted the high volume of printed materials coming from MUNFA monthly. MUNFA executive have been notified, but it continues. K. O’Leary remarked that this may be a union issue (collective agreement changes - the last large document) and that they may have to hand deliver a hard copy. P. Corbett suggested using a secure website, K. O’Leary stated that MUNFA is volunteer based and that it is too much to ask for regular updates/uploads from a dedicated volunteer. T. Rivers stated that they receive both an electronic version and hard copy. Action: J. Lokash will bring MUNFA’s use of paper to the next Paper and Recycling subcommittee meeting.

b) Buildings subcommittee: no meetings over the summer – Faculty of Medicine building and Academic building at Grenfell have been registered with LEED. MUN is now a member of Canadian Green Building Council.

c) Policies subcommittee: T. Rowe stated that the Sustainability Declaration has been approved by Board of Regents. D. Waterman asked about promotion, T. Rowe gave update on Sustainability Celebration Oct. 6 (see below – “update a”)
d) Marine Institute: A. Courage stated that there were no meetings over the summer. Meeting September 16 will discuss paperless pay, cafeteria reductions and water issues.

e) SWGC: D. Waterman stated that the next meeting of Grenfell’s committee is early October as well as a meeting with Honeywell regarding the energy performance contract. Construction has started on the parking lot for the new Academic building which is aiming for LEED silver status. D. Waterman also stated that he met with MMSB regarding composting and will continue to look at options.

f) Project Green: A. McGuire stated that they are holding their welcome meeting for new and returning on Sept. 21.

6.0 Updates

a) Sustainability Declaration: T. Rowe gave update that the declaration was brought to Senate for comments and then approved by Board of Regents and that it will be promoted on October 6 during Sustainability Day event. (see update “d” below)

b) Water – survey, orientation: T. Rowe gave update on meeting with S. Pippy (CIAP) and preliminary results of employee water survey. B. Winsor updated on Student Orientation Water Pledge event receiving wide media coverage including a mention in the Polaris Institute report. D. Waterman stated that there may be contract issues with vending machine distributors regarding reducing the number of water bottles being sold on campus.

c) Sustainability Fund: no update.

d) Sustainability Day event: T. Rowe gave update on the event scheduled for October 6 from 10 a.m. to 3 p.m. with the media event with Dr. Loomis and C. Johnson (Minister of Environment) running from 1 – 2 p.m. Displays from organizations and student groups will run from 10 – 3 p.m. and will focus on climate change and sustainability/energy issues. D. Waterman stated that he may be on MUN campus during this event.

e) Terms of Reference: T. Rowe suggested removing the word “physical” from the second paragraph and referred to the SWGC terms of reference for wording. T. Rivers suggested adding in the word “reasonable” before “aspirations” (similar to the sustainability declaration wording changes). J. Lokash suggested changing the first two sentences and suggests more work to be done on the first two paragraphs. Membership: T. Rowe initiated discussion regarding “at large” members from the city or government and changing K. Decker to non-voting, ex-officio member. All agree that there are no students needed from SWGC or MI as members now that MI and SWGC have own sustainability committees. T. Rowe added that there are now only three students on the committee and will consider adding a student “at large” member. Voting: T. Rowe requested input regarding changing from a number to 50% + 1 with a deadline to respond and a minimum. J. Lokash suggests putting in the Terms of Reference that there will be an annual report with subcommittee deadlines early in the spring so a full report can be done over the summer. S. Dawson suggested checking out timing to see when is the best time to have the report come out. A. Steel requested T. Rowe to revise and resend to members.

Action: T. Rowe will draft changes to ACS Terms of Reference and distribute prior to next ACS meeting.

7.0 New Business

a) T. Rowe reported that the Sustainability office is setting up a Listserv and suggested that it be one-way (not moderated or two-way discussion).

8.0 Events/Announcements

Sustainability Day (Honeywell) event October 6 – 3rd floor of UC.

Next Meeting: October 13, 2009