



**Environmental Committee**  
**The Green Team**

Lunenburg Campus

**MINUTES**  
**January 24, 2012**  
**2:45 pm – Room C105**

**Present:** Blaine Herman, Sacha Evans, Richard Grandy, Brent Kaulback, Jeremy Porter

**Regrets:** Michelle Collins, Leif Helmer, Cecile Mansfield, Vashti Matthews, Kaitlin Richard

**Absent:** Sarin Postma

1. Call to Order: Blaine Herman - 2:45 pm
2. Review Minutes:  
Richard Grandy moved that the December 13, 2011 minutes be approved; seconded by Brent Kaulback.
3. Correspondence:  
Blaine circulated the minutes of the meeting between Region 6, Kirk Symonds, Public Outreach (Lunenburg Regional Community Recycling Centre) and the facilities team. This was basically a training/information session. No action required.
4. Old Business:
  - 4.1 Goals & Objectives:
    - **NSCC Green Design –**  
Debbie Cunningham’s Architectural class is continuing to work on green proposals for outside the cafeteria.  
December 13, 2011  
Brent advised this is still being worked on – will submit end of term.  
January 24, 2012  
**Action:** Brent will follow up with Debbie.
    - **Cafeteria Initiatives –**  
Several suggestions were made on ways to “green” the cafeteria. The committee needs to find a way to engage cafeteria staff to get feedback on these green initiatives. The committee will maintain this as an active item for the near future.  
December 13, 2011  
**Action:** Jeremy will see Jake re considerations for greening of cafeteria.  
January 24, 2012  
Jeremy advised no reply as yet; perhaps a few of committee members meet with Jake to follow up.  
Brent suggested drafting some solutions to use in cafeteria.  
**Action:** Committee members requested to forward list to scribe to put together to take to Jake.

**Action:** Blaine to email members to advise of this list of items.

**Action:** Blaine to check on when the next Joint Green Committee meeting will be held.

**Action:** Blaine to ask Craig for the next available date to address the staff at a staff meeting to discuss recycling.

- **Green Suggestion Box –**

No new suggestions were received for this meeting.

Discussion was held in relation to a procedure re how we select winners, the criteria, how do we reply to suggestions and how do we acknowledge or reward new suggestions.

**Action:** Brent and Richard to develop a policy for the suggestion process for the committee to review.

There was discussion held around the Green tips that Barb Feeney use to send out. The committee feels this is still a good idea.

**Action:** Jeremy will email Green Tip with link to suggestions/tips.

Committee held discussion on moving to a paperless meeting and has decided that we will move to a paperless format for our next meeting.

Once we have determined that this is a viable process we will take it to management to see if we can make other campus committees paperless as well.

Discussion was held re removing water coolers from staffrooms. Brent originally was developing communication to staff on this.

**Action:** Brent to check on communication for removal of water coolers.

- **Student Education –**

- **Shop Visits**

Shop visits are still an outstanding item. Committee needs to formalize its presentation and decide on its delivery methods as soon as possible. Kirk Symonds has volunteered to help and Leif suggested that his class could be asked as part of their program to do the presentations.

December 13, 2011

**Action:** Leif's class to be part of presentations.

**Action:** Brent to circulate script to members.

January 24, 2012

Blaine suggested to have Kirk meet with Leif and his students re their classroom presentations.

Discussion on the problem with students and staff not properly sorting their waste was brought up. From the meeting Blaine had with Lunenburg Community Recycling Outreach several suggestions were discussed, the first being an internal rejection of waste. The committee felt this should be brought up at the managers meeting for discussion.

**Action:** Internal rejection to be brought up at Managers meeting by Blaine/Brent.

The second issue was in relation to signage at the recycling centres in the building. It is believed that better, more specific signage would improve recycling skills.

**Action:** Blaine to contact Lunenburg Regional Community Recycling Centre Outreach people re new signage.

- **Standardized classroom signage**

New Pack-it-in/Pack-it-out signage with waste container locations will be posted near exit door of classrooms.

November 15, 2011

Signage not posted as yet. Committee will utilize the Business Centre to produce the signage and roll it out in the new year.

December 13, 2011

There was discussion about changing the Pack-it-in/Pack-it-out signage. Blaine was not present but in an email to Leif he recommended staying with the college's standard signage for now as it is close to being ready to post.

**Action:** Blaine to deliver Pack-it-in/Pack-it-out signage to classrooms by the end of January.

January 24, 2012

Pack-it-in/Pack-it-out signage was not delivered to classrooms due to technical difficulties.

**Action:** Blaine to have Pack-in-in/Pack-it-out signage posted in classrooms by the end of February.

- **No Idle Signs –**

December 13, 2011

Signs have arrived (6 free/4 will be paid for - \$15 each (\$60 total). Leif will deliver to Blaine for installation.

**Action:** Signs are in-house. Maintenance will try to have them installed by the end of February.

5. **New Business:**

Activities/Event planning:

The following activities are planned in conjunction with the Joint Environmental Committee:

**Action:** Blaine will contact Jim Farrell re the next Joint Environmental Committee meeting.

1. April – we need subcommittee to organize “plant a tree”

2. Town of Bridgewater/Chamber of Commerce (sustainability (Leif) – Expo end of March, Earth Hour – March 1 (Richard suggested), Earth Day – April 22

**Action:** Richard to put together something for Earth hour (email re Earth hour linked to Green page).

3. Jeremy suggested organizing a luncheon and learn hosted by Green Committee.

**Action:** Jeremy to organize luncheon and learn; and Earth Day presentation/exposee.

6. **Adjournment:**

Richard moved that the meeting adjourn at 3:45 pm. Next meeting scheduled for February 21, 2012.