

1. CALL TO ORDER

Call to Order – 11:33 AM

2. TERRITORIAL ACKNOWLEDGMENT

We acknowledge that this meeting is being conducted on the unceded territories of the Coast Salish peoples; which, to the current knowledge of the Society include the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people.

3. ROLL CALL OF ATTENDANCE

3.1 Board Composition

President	<i>Vacant</i>
VP External Relations	Jasdeep Gill
VP Finance	Matthew Chow
VP Student Services	Samer Rihani
VP Student Life.....	Tawanda Masawi
VP University Relations.....	Jackson Freedman
At-Large Representative (<i>Chair</i>)	Mohammed Ali
At-Large Representative.....	<i>Vacant</i>
Faculty Representative (Applied Sciences)	Kia Mirsalehi
Faculty Representative (Arts & Social Sciences)	<i>Vacant</i>
Faculty Representative (Business)	Jessica Nguyen
Faculty Representative (Communications, Art, & Technology)	Amrita Mohar
Faculty Representative (Education)	Cameron Nakatsu
Faculty Representative (Environment)	Russell Dunsford
Faculty Representative (Health Sciences).....	Christina Loutsik
Faculty Representative (Science)	Natasha Birdi

3.2 Society Staff

Chief Executive Officer.....	Martin Wyant
Campaign, Research, and Policy Coordinator.....	Sarah Edmunds
Research and Administrative Assistant.....	Maria Kawahara
Administrative Assistant	Zoya Nari

3.3 Guests

The Peak News Editor Assistant	Amneet Mann
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3.4 Regrets

Faculty Representative (Business).....	Jessica Nguyen
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4. RATIFICATION OF REGRETS

4.1 MOTION BOD 2018-11-23:01

Jasdeep/Russell

Be it resolved to ratify regrets from Jessica Nguyen.

CARRIED

5. ADOPTION OF THE AGENDA

5.1 MOTION BOD 2018-11-23:02

Matthew/Jasdeep

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED

- Add under New Business: 7.7 Staff Liaison Officer
- Move SFSS Christmas Carnival to New Business 7.2
- Add to in-camera: 10.4 Hiring Committee Update and 10.5 Public Commentary

5.2 MOTION BOD 2018-11-23:03

Kia/Jackson

Be it resolved to table Adoption of the Agenda and Matters Arising from the Minutes to after New Business 7.1 Meeting Board Chair.

CARRIED

6. MATTERS ARISING FROM THE MINUTES

6.1 MOTION BOD 2018-11-23:04

Jasdeep/Natasha

Be it resolved to receive and file the following minutes:

- Board of Directors 2018-11-09
- Council 2018-10-31
- Governance Committee 2018-10-29

CARRIED

7. NEW BUSINESS

7.1 Meeting Board Chair – MOTION BOD 2018-11-23:05

Samer/Kia

Be it resolved to appoint Samer Rihani, Vice President Student Services and Acting President, as Chair for the today's meeting and future meetings as required.

CARRIED AS AMENDED

- Amendment: remove “the remainder of the meeting” to “today’s meeting and future meetings as required”

7.2 SFSS Christmas Carnival – MOTION BOD 2018-11-23:06

Tawanda/Jasdeep

Be it resolved to approve up to \$4,729 from line item 817/20 for the SFSS Christmas Carnival.

CARRIED

- See attached
- Note:
 - the budget is for the 2-day event
 - students were in favor of last year’s professional Santa Clause (there is added value to hiring a Santa)
- The Events Committee has already discussed the details of the event

- There are no alternatives for the items in the proposal, however, they will be further discussion at the Events Committee meetings leading up to the event
- 1 abstention

7.3 Change to Scotiabank Signing Authorities – MOTION BOD 2018-11-23:07

Jasdeep/Matthew

Whereas the position of Chief Executive Officer (CEO) will be vacant beginning November 29, 2018;

Whereas it is important for the organization to continue to be able to provide direction to its financial institution: Scotiabank;

Whereas established practice is for a senior member of staff (typically the CEO) and a duly appointed Board representative to jointly execute major agreements on behalf of the organization;

Be it resolved to appoint Marc Fontaine, Build SFU General Manager, and Alejandro Reyes, General Manager, as full signing authorities with Scotiabank.

Be it further resolved that this authority include the ability to sign and deliver the Scotiabank Financial Services Agreement, any service requests, and any other banking agreements, and to give instructions, verifications, and approvals.

Be it further resolved to authorize Samer Rihani, Vice President Student Services and Acting President, and Matthew Chow, Vice President Finance, to sign the Banking Resolution certificate in order to effect this change.

CARRIED

- The CEO was the signing authority and will no longer be after their departure

7.4 Signing Officers per By-Law 6 – MOTION BOD 2018-11-23:08

Jackson/Natasha

Whereas the position of the General Manager has been created and filled as of May 2018;

Be it resolved that as per By-Law 6.11: Powers, Duties and Obligations of the Board of Directors, Alejandro Reyes, General Manager, be appointed as a Signing Officer for the period of November 26th, 2018 until May 31st, 2019.

CARRIED

- A second signing authority from staff is needed after the CEO's departure

7.5 Signing Officers during the absence of CEO – MOTION BOD 2018-11-23:09

Jasdeep/Russell

Whereas the position of Chief Executive Officer (CEO) will be vacant beginning November 29, 2018;

Whereas it is important for the organization's management to continue to be able to provide financial approvals under delegated authority of the Board of Directors for budgeted and regular payments such as payroll, business taxes, vendor payments, and reimbursements for club and student union activities;

Be it resolved that as per By-Law 6.2, the Board of Directors delegate the financial authority that has been afforded to the position of CEO to both Marc Fontaine, Build SFU General Manager, and Alejandro Reyes, General Manager, until such time as the CEO position is filled.

CARRIED

7.6 SFPIRG and CJSF Sublease Extensions – MOTION BOD 2018-11-23:10

Jasdeep/Russell

Whereas the current leases for CJSF and SFPIRG expires on December 14, 2018;

Whereas the leases could be extended on a month-to-month basis;

Be it resolved to approve the Extension of Sublease Agreement between Simon Fraser Public Interest

Research Group (SFPIRG) and the Simon Fraser Student Society.

Be it further resolved to approve the Extension of Sublease Agreement between Simon Fraser Campus Radio Society (CJSF) and the Simon Fraser Student Society.

Be it further resolved to authorize the CEO or Build SFU General Manager and Vice President Student Services (Acting President) to sign the agreements on behalf of the SFSS.

CARRIED

- Decision to move forward with a month to month agreement was recently made
- The groups have not approved the extension yet, but this item allows Board to issue the extension

7.7 Staff Liaison Officer – MOTION BOD 2018-11-23:11

Jasdeep/Natasha

Be it resolved that Board of Directors will appoint the General Manager, Alejandro Reyes, as the second Staff Liaison Officer effective November 29th, 2018.

CARRIED

- Second staff liaison to maintain obligations with CUPE

8. DISCUSSION ITEMS

8.1 Letter to the National Energy Board

- See attached
- Focus is on student safety regarding the Tank Farm and relation to the shipping of oil
- Marine shipping at the Westridge terminal
 - Any issues or comments?
 - To focus on the environmental impact
- There will be a hearing in Spring 2019
- Not a lot of precautions or reinforcements are being taken, according to the 2016 Trans Mountain report; earthquakes are considered a low risk

8.2 Pro-Rep Referenda Campaign

- Discussion between the VP University Relations and the POL 121 professor
- Request to showcase students' projects on the SFSS social media platforms (names will be posted with their project)
- Note:
 - Projects that promote any specific political stance will not be published

8.3 Campus Security Conversation

- Requests will be going to the President of SFU along with a thorough discussion of a to be drafted compiled summary of specific concerns brought forward from students
- Letter focused on the lack of student safety on campus
- Request:
 - SFU to do an exhaustive review of campus safety
 - Follow-up with the lack of lighting/lighting improvement around campus
- Will be bringing up to the topic to SFU Administration consistently

9. COUNCIL UPDATES

- The Council working group is working on the Tuition Freeze and would like to work in unison with the Tuition Freeze Campaign
- Council would like be more involved with the Board working group who is focused on the tuition increase
- Board working group will be gathering more data and research to identify feasible options regarding the tuition increase
- Question:
 - What will the additional revenue fund?
- Board to possibly update their progress on current items at Council meetings

10. IN-CAMERA

10.1 MOTION BOD 2018-11-23:12

Cameron/Amrita

Be it resolved to go in-camera for the remainder of the meeting.

CARRIED

10.2 U-Pass Negotiations

10.3 Space

10.4 Hiring Committee Update

10.5 Public Commentary

11. EX-CAMERA

11.1 MOTION BOD 2018-11-23:13

Jasdeep/Russell

Be it resolved to go ex-camera.

CARRIED

12. ATTACHMENTS

- Letter to the National Energy Board.pdf
- SFSS Christmas Carnival 2018.pdf
- Christmas Cookies-2.pdf

13. ADJOURNMENT

MOTION BOD 2018-11-23:14

Russell/Natasha

Be it resolved to adjourn the meeting at 1:44 PM.

CARRIED

Christmas Cookie Decorating

November 20, 2018

Attendees	Projected
SFSS Directors	0
Students	200
Total	200

Expenses		Cost Per Person			Total Cost	Notes
		Units	Unit Price	Projected	Projected	
1	Food			0.86	171.00	Cookies will be bought from Valley Bakery
	Gingerbread Cookies	100	0.95	0.48	95.00	
	Sugar Cookies	100	0.76	0.38	76.00	
2	Decorations			0.25	50.00	
	Candies + Icing	50	1.00	0.25	50.00	
3	Other			55.00	20.00	
	Supplies			50.00	20.00	Includes plates, napkins, mixing supplies, latex gloves
	Transportation			10.00	10.00	Picking up cookies from Hastings and supplies from other stores.
TOTAL EXPENSES				66.11	251.00	

November 19, 2018

National Energy Board
Suite 210, 517 Tenth Avenue SW
Calgary, AB T2P 5J2

Attention: Ms. Sheri Young, Secretary of the Board

Dear Ms. Young,

**Re: NEB Reconsideration of 2016 Trans Mountain Expansion Project Report
Hearing Order MH-052-2018**

The Simon Fraser Student Society (“the SFSS”) represents 25,633 undergraduate students at Simon Fraser University (“SFU”) in Burnaby, Vancouver, and Surrey, British Columbia. The SFSS would like to respond to the National Energy Board (“NEB”) request for letters of comment on the reconsideration of the 2016 NEB Report associated with “Project-related marine shipping” for the Trans Mountain Expansion project (“the Project”) as directed by the Governor in Council. The purpose of this letter is to respond to the request for letters of comment and provide new and updated information regarding potential adverse environmental effects that will impact students at SFU Burnaby Campus.

LETTER OF COMMENT

The Simon Fraser University Burnaby Campus is located on Burnaby Mountain, spanning 1.7 kilometres across the Mountain and hosts thousands of students, faculty members, staff and visitors. SFU students are a demographic that is disproportionately and increasingly vulnerable to the serious health, safety, and environmental risks due to Trans Mountain marine shipping, especially those related to the distribution centre of the Burnaby Terminal, located just 700 metres from SFU campus¹.

Burnaby Terminal and the SFU campus is separated largely by a forest with two access routes, which intersect at one junction². The Burnaby Terminal is at the end point of the Trans Mountain (TM) Pipeline System and is an important site for the distribution of crude oil and refined products to local terminals, including the Westridge Marine Terminal.

The SFSS will comment on issues listed in Appendix 1 of Hearing Order MH-052-2018. The SFSS is particularly concerned about the environmental effects of malfunctions or accidents, which may include crude or refined oil spills. The May 2016 NEB Report on the Project concluded that a catastrophic bitumen spill in the Salish Sea was highly unlikely. Additionally, the NEB approved

¹ PGL Environmental Consultants, *Trans Mountain Expansion Project (TMEP): Evaluation of risks to SFU*, http://world.350.org/vancouver/files/2017/02/5_SFU_TMEP-Risk-Summary-PGL.pdf, (November 2016).

² *Ibid*

TM's commitment to "review and revise" the existing Emergency Management Program (EMP). The SFSS has concerns with both the perceived likelihood of a spill in the Burrard Inlet, increased fire risk and the revision of the EMP.

Issue 1: The environmental effects of project-related marine shipping, and the significance of these effects

- a. According to the Burnaby Fire Department report (2015), "*the risk of fire is always present when flammable commodities are stored, handled, or transported*"³.
- b. In the event of a project-related marine shipping incident causing fire, such as a fire during transportation or a boil-over fire of a tank at the Westridge Marine Terminal, there is potential for it to spread to surrounding forests. The fire may result in a loss of natural terrestrial habitat, have adverse impacts to the watercourse, and potentially contaminate ecosystems with fire-fighting chemicals and molten crude oil during emergency response.⁴
- c. The Westridge Marine Terminal Upgrade and Expansion Project will result in increased marine shipping activity. This expansion will increase crude oil shipment in the area, increasing the likelihood of spills. The adverse environmental effects of a spill, particularly a crude oil spill, could create an emergency situation for SFU students if the two egress routes off Burnaby Mountain are blocked. The statement from page 155 of the NEB report "*The Board finds that an effective response does not guarantee recovery of all spilled oil, and that no such guarantee could be provided, particularly in the event of a large terrestrial, freshwater, or marine spill. The oil spill preparedness and response commitments made by Trans Mountain cannot ensure recovery of the majority of oil from a large spill*" is of particular concern to the SFSS due to the severity and longevity of the environmental effects if a spill were to occur.
- d. The TM geohazard risk assessment identified seismic activity as a concern. In the 2016 Report, TM identified that there are no guidelines in Canada that set a performance standard for seismic design of pipelines (page 64). Additionally, the existence of potentially active faults in the area is not known, and the investigation of potentially active faults by the SFU Department of Earth Sciences has not been completed (page 65). Seismic activity could have the potential to cause destruction to oil tanks and pipelines, creating the spills, leakage, chemical exposure and large-scale environmental destruction⁵.
- e. A report prepared by PGL Environmental Consultants (2016) for SFU identified serious Project-related health and safety risks for the SFU community. The report identified the risk of *liquid release: release of petroleum products under transport or storage, from spill, accident, or natural disaster*. The transportation of both crude and refined oil from the Burnaby Terminal to the Westridge Marine Terminal may increase the potential for these disasters to occur. Chemical exposure, especially to volatile

³ Burnaby Fire Department, *Trans Mountain tank farm tactical risk analysis*, <https://www.burnaby.ca/AssetFactory.aspx?did=16919>, (2015).

⁴ *Ibid*

⁵ PGL, *supra* note 1.

- substances at levels that could potentially lead to health issues, is a concern for SFU students⁶.
- f. SFU students' normal enjoyment of life and property are threatened by potential environmental incidences related to risks of project-related marine shipping. These risks include both aforementioned fire and spill risks, but also construction risks. Construction, particularly the effects of increased vehicle traffic and idling, can create elevated levels of emissions in the area surrounding SFU. Burnaby Mountain is a well-known location for students to participate in mountain biking, trail-running, and hiking. Furthermore, Burnaby Mountain is home to numerous wildlife species, such as black bears, owls, coyotes, cougars, and raccoons and deer. The potential loss of air quality, terrestrial habitat, watercourses, and animal and plant species would negatively impact the enjoyment of these natural features while studying at SFU⁷.

Issue 2: Measures that are technically and economically feasible, and that would mitigate any significant adverse environmental effects of Project-related marine shipping

- a. In order to mitigate any significant adverse environmental effects related to Project-related marine shipping, TM should submit an enhanced EMP and associated emergency response plans (ERPs) that include(s) the area surrounding the Westridge Marine Terminal. This program and associated emergency plans should incorporate significant input from both the SFU community and the Burnaby Fire Department, particularly with regards to mitigation measures. This input would be gathered through the consultation process. The risk of seismic activity and the proximity of tens of thousands of people to the Westridge Marine Terminal should be better addressed in these plans.
- b. TM should provide a hazard zone and emergency response map for the Westridge Marine terminal, Burnaby Terminal, and any pipeline infrastructure running through Burnaby. TM should work with SFU, local governments, and emergency response service providers to develop these maps as well as emergency planning zones. These groups should establish contact personnel to ensure that all mitigation measures are well-coordinated and any changes to the project are communicated.
- c. Adverse environmental effects, such as fire or chemical leakages related to marine shipping for the Project should have mitigation measures developed that include assessment of health risks to members of the public. External bodies, such as the Metro Vancouver Regional District and Vancouver Coastal Health, should be consulted. SFU students and the SFU community should engage in dialogue to discuss mitigation measures that include compensation for potential losses associated with adverse environmental effects.

⁶ PGL, *supra* note 1

⁷ Simon Fraser University Safety & Risk Services, *Wildlife safety*, <https://www.sfu.ca/srs/security/personal-security/sfu-programs/personal-safety-guide/wildlife-safety.html>, (2018).

4. Requirements of any follow-up program in respect of Project-related marine shipping

- a. Emergency Management Plan, including but not limited to all ERPs and the Geographic Response Plans (GRPs), should be developed on a more aggressive timeline than was previously accepted by the NEB to ensure all concerns about these plans are alleviated pre-construction.

The SFSS thanks you for taking the time to consider our concerns.

Best,

Sarah Edmunds, MA
Campaigns, Research and Policy Coordinator
policyresearch@sfss.ca
1-778-782-3840

on behalf of the Simon Fraser Student Society

SFSS Christmas Carnival

Event Description

The purpose of this event is to provide a fun and destress oriented environment for students during the busy exam preparation period. The events committee will be hosting this event in collaboration with the annual SFSS Crafts fair that will also be taking place in the AQ.



The goal of this years Carnival is to capture the attention of students that will be passing by and hopefully allow them to spend a small amount of time not stressing about exams.

Events Details

Date: *November 28th - 29th*

Time: *TBD*

Location: *Academic Quadrangle + Saywell Lounge*



Event Activities

Santa Claus PhotoBooth

- ❖ Lead by Russell Dunsford and Rayhaan Khan

Arcade Games

- ❖ Lead by Maneet Aujla and Mohnish Farswani

Christmas Cookie Decorating

- ❖ Lead by Jessica Nguyen and Natasha Birdi

PopCorn and Cotton Candy

- ❖ Lead by Matt Cooper and Anthony Antillion



Event Budget

Item	Costs	Notes
Santa Clause Booking	\$800	\$400/day rate quoted by Santa.
Photography	\$300	\$150/day rate quoted by photographer
Backdrop PhotoBooth	\$70	Costs for decorations and wrapping paper
Double Throw Basketball	\$325	Requires an indoor space
Small Arcade Games	\$178	Bean Bag Toss and Jumbo Connect Four
Dance Dance Revolution	\$935	Includes a 52" LCD TV
Electronic High Striker	\$625	As per quote
Super Chexx Bubble Hockey	\$400	As per quote
Delivery Charge	\$150	Delivery of games to SFU Burnaby
Christmas Cookie Decorating	\$282	\$251 without tax as per budget (see attachment)
Popcorn and Cotton Candy	\$150	SFSS has an in-house machine for both no rental required. This can cater for up to 400 servings.
Tax (Arcade games)	\$314	GST + HST addition as costs are without tax included. Final quote will include tax.
Facilities	\$200	Table and Electrical Costs
Total	\$4,729	