Minutes -Advisory Committee on Sustainability
Tuesday, June 8, 2010   9:30 am   Location: Board of Regents boardroom (A2029)

Attendance: Kris Aubrey, Nancy Burt, Paula Corbett, Austin Critch (NAPE alternate), Peter Earle, Andrew Flood (Sustainability Office SWASP student), Josh Lepawsky, Jennifer Lokash, Meghan McCarthy, Angela McLoughlin, Arlene McDonald, Clemente Miranda, Shannon O’Dea Dawson (arrived late), Kevin O’Leary, James Quinlan, Kate Reid-Shute (arrived late), Abigail Steel, Dwayne Taverner (arrived late).

Regrets: Kent Decker, Alex Dolter, Julie Green, Danielle Jeddore, Mano Krishnapillai, Meghan Mitchell, Terry Riche, Toby Rivers, Toby Rowe, Frank Wall, Bob Walsh.

Chair: Jennifer Lokash   Minutes: Nancy Burt

1.0 Call to order and welcome: 9:30 am

2.0 Review/Revise Agenda: Chartwells presentation moved to beginning of meeting.

3.0 Chartwells presentation: Louise Hudson gave a PowerPoint presentation on sustainability initiatives at Chartwells on-campus locations. She described: “Our Sustainability Framework”; “Trim Trax”; “Recharge” healthy snacks; packaging waste programs; environmental, energy and water conservation; sustainable purchasing; engagement and education. Slideshow is available from Sustainability Office.

Many questions were asked and the following information was provided by Louise:
- Chartwells is not composting at this time. The dining hall has a garburator. Suggestion was made of sending compostable materials to the Botanical Gardens.
- Trayless initiative saves approx. 1700 litres of hot water. Prior to trayless, approx. 1500 trays were washed per day.
- Cooking oil is being recycled in Newfoundland, but not into biodiesel.
- Use of organic food is limited because purchasing guidelines come from Head Office.
- Chartwells is not planning to phase out bottled water altogether in vending machines right now. Sales of bottle water have gone down dramatically since the bottled water pledge. M. McCarthy requested the stats on bottled water sales to use in promotional material.
- The three hour minimum charge for wait staff is not likely to change.
- Nutritional information for bakery items at retail locations is available in a binder in the dining hall; sandwiches, etc. are not listed.
- Chartwells uses only local hook and line caught cod; not sure if chicken is local.
- Top three goals for this year: composting, nutritional labeling and Flexitarian Stations (more variety in vegan choices).
- K. Reid-Shute requested more Flexitarian choices for catered events.
- Some packaging has changed or is being changed to more sustainable and recyclable choices.
- J. Lokash requested yearly presentations to see and gauge any changes. Action: Chartwells to be invited annually to present to ACS.

4.0 Approval of minutes: May 11, 2010: approved (A. Steel / T. Rivers)

5.0 Action items from previous meeting:
Action: T. Rowe to set up a meeting with Health and Safety concerning using New Alta to collect batteries (other than rechargeable). Carried forward.
Action: T. Rowe to contact other departments to determine if interested in participating in Green Report Card. Carried forward. T. Rowe updated that there isn’t enough time to generate the surveys and information required to participate this year, so will revisit again early next year.
Action: T. Rowe will send out invitations to students chosen for subcommittees. Carried forward until fall semester.
Action: K. Aubrey will modify letter on file and send to D. Miles, K. Decker, C. Burke and L. Walker in support of LEED certified residences. Carried forward. K. Aubrey drafted letter. T. Rowe suggested that the letter needs to be
revised based on information she has received from FacMan. K. Aubrey requested update, T. Rowe not available to provide update at this meeting.  
Action: K. O’Leary to contact G. Jones re. giving a presentation on wind power and possible reductions on MUN hydro bills.  
Carried forward.  
Action: M. Krishnapillai to send list of ideas from PACS to T. Rowe.  
Carried forward.

6.0 Membership  
a) PACS rep. resignation: J. Lokash reported that Pam Gill has resigned from PACS and all agreed to wait until September during Terms of Reference review to request another representative.  
b) New GSU rep.: J. Lokash explained that A. Steel is no longer the GSU rep. because she is no longer a graduate student and that James Quinlan has been selected by the GSU.  
c) Co-chair: J. Lokash requested a volunteer for co-chair and outlined the responsibilities and mentioned that it’s not too time-consuming.  
Action: J. Lokash to send out an e-mail requesting a volunteer for co-chair.

7.0 Reports  
b) Buildings subcommittee: Meeting cancelled. No update.  
c) Policies subcommittee: M. McCarthy stated that at the last meeting they discussed the Sustainability Fund, Terms of Reference and that they have decided to draft a letter in support of sustainable purchasing policies to send to K. Decker.  
Action: M. McCarthy will draft letter and forward to ACS members for input.  
d) Marine Institute Sustainability Committee: A. McDonald stated that they will not meet again until September. They’ve installed the second hydration station and a third is planned for this fall. Their clean-up day was a success (approx. 100 bags of garbage) and they are planning another for this fall. Monthly MI newsletter will now include information on sustainability initiatives.  
e) Principal’s Advisory Committee on Sustainability – SWGC: no update.

8.0 Updates  
a) Terms of Reference: N. Burt reminded members that any changes to the Terms of Reference must be approved by this September and that members should start reviewing now. N. Burt wondered if another subcommittee should be set up or would the membership committee do. J. Lokash thought the membership committee would be best.  
Action: N. Burt to check with T. Rowe to see if she already sent out the TOR last fall and if not, N. Burt will forward to all ACS members.  
b) Community Garden: K. Reid-Shute explained that the proposed location is behind Queens College and that they are planning where the shed, composting, etc. will go. They’re considering partnering with Bitters this year for composting material, and that the group has broken into 3 sections: 1) land use planning; 2) administration issues (spending and volunteers); 3) proposal writing (should be ready in a couple of weeks).  
c) Action Plan: J. Lokash outlined where the committee is at this point and that they continue to meet weekly.

9.0 New Business  
a) Metal Recycling: FacMan has started a pilot project to recycle metal on campus and information is available on the sustainability section of the MUN website.

10.0 Events/Announcements  
a) Used Furniture Redistribution Project: N. Burt stated that the Sustainability Office will be holding another furniture redistribution project tomorrow, June 9 in the UC.

11.0 Next Meeting: July 13, 2010