Advisory Committee on Sustainability
Meeting Minutes

Date: November 10, 2009  Time: 9:30 a.m.  Location: Board of Regents Boardroom

Attendance: Nancy Burt, Paula Corbett, Adam Courage, Peter Earle, Mano Krishnapillai (by teleconference), Jennifer Lokash, Meghan Mitchell, Shannon O’Dea Dawson, Toby Rivers, Bob Walsh, Dennis Waterman, Becky Winsor (left at 10:15)
Regrets: Kris Aubrey, Kent Decker, Josh Lepawsky, Andrea McGuire, Jackson McLean (Project Green), Kevin O’Leary, Toby Rowe, Abigail Steel, Dwayne Taverner

Chair: Jennifer Lokash  Minutes: Nancy Burt

1.0 Call to Order and Welcome 9:30 a.m.


3.0 Revise agenda. J. Lokash suggested cutting back on updates/actions for this meeting so all can attend the Remembrance Day ceremony.

4.0 Action Items from October meeting

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. Completed. J. Lokash, T. Rowe and A Steel reviewed letter.
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. Art Cheeseman has resigned and there is a new contact person – Walter Mills.
Action rising from discussion: Toby to follow up with Health and Safety concerning using New Alta to collect batteries (other than rechargeable). Carried forward. T. Rowe not available at this meeting to give update.
Action: J. Lokash will bring MUNFA’s use of paper to the next Paper and Recycling subcommittee meeting. Completed.
Action: D. Taverner will investigate availability of data on food waste in dining hall. Carried forward. D. Taverner not available for this meeting to provide update.
Action: T. Rowe will draft changes to Terms of Reference as discussed and distribute prior to next ACS meeting. Completed.
Action: T. Rowe will notify of upcoming meeting on transportation survey. Completed.
Action: T. Rowe to plan a meeting of people interested in sustainability issues at HSC. Carried Forward. T. Rowe not available to provide update.

5.0 Reports (Subcommittees/Sustainability committees)

a) Paper and Recycling subcommittee: J. Lokash gave update on new member (Julie Green) and initiatives at the Office of the Registrar including their interest in introducing many new paperless forms. J. Lokash updated on her idea of an electronic form letter to be sent to all MUNFA members suggesting paper reductions. J. Lokash stated that they are working on the annual report and hope to have it completed by the next meeting. N. Burt gave update on meeting with Chartwell’s last week and the discussion & action items from that meeting.

b) Buildings subcommittee: no update
c) Policies subcommittee: no update
d) Marine Institute: A. Courage updated on the recent paperless pay blitz and that it was received well by staff and faculty. A. Courage provided information on the cafeteria improvements and how they are gauging response. A. Courage updated on paper cut initiatives and that they hope to have their new fountains installed by Christmas 2009. A. Courage also gave update on the MI building which is owned by Dept. of Works, Services and Transportation and how they are all working together to make the required building upgrades.
e) SWGC: D. Waterman stated that they are now meeting monthly and have had overwhelming response to request for members with over 30 people indicating interest. They are now restructuring to elect a co-chair and there will be core membership as well as outside membership from CONA, the City of Corner Brook, etc. D. Waterman also gave update on compost initiative and that capital cost to purchase the composter will be approximately $200,000. They have been in discussion with MMSB, supermarkets, etc. regarding their participation and are gathering up the final facts and hope to have a revised proposal for the next meeting to have composting to begin in spring 2010. D. Waterman also provided update on the EPC project. The scope is narrowed down and the costs identified. Capital cost approximately $2.5 million. Will be brought to the Board Dec. 10, 2009. D. Waterman stated that phase 1 of the new building is almost complete and tenders are ready for phase 2. LEED consultant says they are still on target for LEED silver status. D. Waterman explained that some members believe the Sustainability Declaration is not comprehensive enough and they are planning an open discussion on how Talloires compares to our own Sustainability Declaration. D. Waterman also explained that solar panel initiative has issues with cost justification. D. Waterman also stated that approximately 200 people attended the Gwynne Dyer event.

f) Project Green: no update

6.0 Updates
a) Parking: S. O’Dea Dawson gave update on I. Muzychka’s interview on CBC this morning regarding the new building and parking issues in the meantime.


c) Water Survey: N. Burt gave update on final water survey results and meeting scheduled for Friday, Nov. 13 to discuss how to publicize. Action: N. Burt to send water survey results and database to participants prior to Nov. 13 meeting.

d) Terms of Reference: J. Lokash read T. Rivers suggested changes. All were accepted with the exception of point viii under Regulations. J. Lokash and A. Courage suggested leaving as is. All other suggested changes are in the document as there are too many to list. Action: J. Lokash requested a final draft of Terms of Reference before the next meeting so there can be a vote at that time.

7.0 New Business
No new business discussed.

8.0 Events/Announcements
No events or announcements discussed.

Next Meeting: December 8, 2009