

Middlesex-London Food Policy Council

Minutes

January 24, 2018

Time 2:00 – 4:00 pm
Date January 24, 2018
Location Councilor's Lounge (2nd floor), Middlesex County Building, 399 Ridout St. N. London
Attachments All documents were sent electronically (Agenda, November Minutes, Newsletter, Charters)
Pre Reads Under separate cover due to size – Project List, Food Policy Research, Motion

Mission

The Middlesex London Food Policy Council will:

- Be a forum for discussing local food issues.
- Empower citizens to be involved in food system decisions.
- Foster coordination between sectors in the food system.
- Create, evaluate and influence policy.
- Support programs and services that address local needs.

Goal

To facilitate and support a safe, healthy and accessible local food system that is socially, economically, and environmentally sustainable

AGENDA/Minutes

#	Time	Item
	2:00	Chair – Welcome & Introductions <ul style="list-style-type: none">○ Approval of previous minutes: 11.22.2017 Council<ul style="list-style-type: none">○ Motion to approve as amended (Laura: Libro account with 2 signing authorities)○ Approved by Michael van Holst, Laura Husser, 0 opposed○ Request for additional agenda items<ul style="list-style-type: none">○ Michael van Holst – video (see #54)
	2:10	Guests / Speaker <ul style="list-style-type: none">➤ Karen Eatwell (regrets), Will Roberts (City of London), Roxanne Riddle (London For All), Brescia students Joy & Holly➤ Feast Ontario – Rebecca via telephone conference➤ Growing Chefs, Andrew Fleet
	2:40	Committee Reports <ul style="list-style-type: none">• Executive<ul style="list-style-type: none">○ December Executive Meeting<ul style="list-style-type: none">▪ Membership: MLFPC + LEN<ul style="list-style-type: none">• Executive 1 year term: notify Executive if interested• Council 2 year term:• London Environmental Network – Silke & Ellen to attend January 30th meeting• Urban Agriculture – MLFPC Jana Keller appointment to City's Steering Committee 1 year term▪ Communications – updated Charter distributed<ul style="list-style-type: none">• content policy (Communication + Literacy mtg Jan. 17)• policy repository (Tom)▪ Financial statement – distributed at meeting<ul style="list-style-type: none">• Motion: insurance – deferred for further review○ Discussion – Project Summary 2018 - distributed<ul style="list-style-type: none">▪ Motion(3): Strategy – distributed & approved Jean, Cara, 0 opposed
	3:30	Action Group Discussion / Updates – (submit copy to info@mlfpc.ca) <ul style="list-style-type: none">▪ Accessibility▪ Literacy▪ Distribution – updated Charter & Barriers report distributed with agenda

Middlesex-London Food Policy Council

Minutes

		<ul style="list-style-type: none"> ▪ Connections
3:50		News & Updates (see November Newsletter) <ul style="list-style-type: none"> ▪ Action Item #12 RRFSS report will be deferred to February Council meeting
4:00		Meeting adjournment <ul style="list-style-type: none"> - Note room would be available for an additional hour if requested by working group Next meeting – February 28, 2018

Participants Invited	Attended	Apologies	Participants Invited	Attended	Apologies
Sarah Campbell	x		Jean Carson	x	
Suki Kaur Cosier	x		David Corke	x	
Cara Finn	x		Tosha Densky	x	
Tom Heeman		01.24.2018	John Fleming	Leif	
Jana Keller	x		Laura Husser	x	
Vicki Luke		01.24.2018	Ellen Lakusiak	x	
Phil Moddle	x		Marcel Meyer		x
Silke Nebel	x		Teri Morrow		x
Christine Scheer		01.17.2018	Paul Shand	x	
Paul van der Werf	x		Michael van Holst	x	

ACTION POINTS

All action points, when closed, will be kept in the next set of minutes and then removed. The numbering system will remain as the original number given. Any previous action point can be found in the previous minutes. **New action point begins at 48**

#	Action Items	Expected Completion	Owner	Status
Executive				
38	Annual meeting for public required. Opportunity to have an interactive “event” and provide report at that time. Tosha initiating conversations with other groups and further planning to determine what is feasible	Annual mtg date April 26 tentative	Communication Committee / Tosha	Accessibility Action Group investigating options
Action Group –Accessibility (Tosha, Michael, Suki)				
53	February 22 9:00 – 1:00 Beyond Waste Forum in partnership with Western. Invitation only event. Opportunity to include information on tables in foyer (contact Tosha) April 26 th 4:00 – 7:00 pm tentative date Annual General Meeting which will highlight connections from Forum. Annual Report from MLFPC to be available / public welcome	Resolution regarding insurance coverage priority.		Tosha provided update and will investigate insurance options through partnership with non profit/Food Bank for the Beyond Waste Forum
Action Group –Literacy (Christine, David, Ellen)				
47	Coordinating small group meeting to begin leveraging what is going on in the community. Anticipate using the MLFPC website as a repository for information, start using consistent “language”, provide resources Stakeholder meeting scheduled for March 2 nd 10:00 -12:00 at Covent Garden Market. Roundtable discussions		David	Provide Will Roberts definition of food literacy that falls under the MLFPC lens for potential future funding/opportunities

Middlesex-London Food Policy Council

Minutes

	<p>regarding current environment/how/what MLFPC could support.</p> <p>Andrew Fleet, Growing Chefs provided several contacts that will be participating.</p> <p>Will Roberts (City) would like to understand our definition of "food literacy" so he can engage where applicable</p>			
Action Group –Distribution (Silke, Tom, Phil, Jana, Sarah)				
43	<p>Students from UWO Philosophy of Food reviewing research. Wanting to identify food policies within City & Health Unit. Feedback from Council and another report will be made pending further investigation.</p>	CLOSED	Silke	Report distributed with agenda
48	<p>Roundtable forum – March 08 3:00-5:00 pm at Growing Chefs location. Invitation to local distributors and procurers – discussion regarding roadblocks to local procurement</p>		Silke	Update to be provided at next Council mtg
Action Group – Connections: Urban/Rural/Indigenous (Laura, Teri, Paul)				
44	<p>Looking at existing gardens & local foodscaping with goal of incorporating business.</p> <p>Identified difficulty in coordinating group meeting.</p>		Laura / Paul	Jana to provide contact re Better Building (Tiny Houses) project that includes First Nations.
New / Updates				
12	<p>RRFSS report will be generated (previously discussed by Ellen) and provided to Council.</p>	January 2018	Ellen	Presentation will be made January 2018 Council mtg
45	<p>Recent review of the funding for Ellen's role identified the opportunity to contact Health Unit and provide letter of recognition / appreciation for this key role. The MLFPC is still in its infancy and the knowledge and support provided by Ellen will be crucial in building a strong food policy council in London Middlesex.</p>	Target 2018 for delivery	Silke	Draft completed and suggestion that delivery in 2018 would be appropriate
49	<p>Growing Chefs, Andrew Fleet: food education centre with garden and 4 classrooms, space to host events. Recently completed 3 year strategic plan – identified education beyond Growing Chefs (sharing what we've learned, how to measure/need for common language.</p> <p>Opportunities</p> <ol style="list-style-type: none"> 1. Develop model for sharing (ie Community Kitchens could be provided with information/recipes/education to provide food model in their communities) 2. Develop model for social enterprise to provide Beet Café (sustainable/breakeven food in communities) 3. Hosting event on PD days 4. Growing Communities model – anyone can apply and they would provide assistance to roll out <p>MLFPC support identified</p> <ol style="list-style-type: none"> 1. Advocate policy changes at school board level that would alleviate restriction of having teaching staff assist 2. Advocate for standard 3rd party evaluation to measure 	Ongoing / Include in strategic plan discussion 2018	Council	Investigate funding and partnership and areas that may benefit from MLFPC support

Middlesex-London Food Policy Council

Minutes

	<p>model, partners, success</p> <p>3. Identify models that MLFPC would support and assist with funding/partnership identification</p>			
50	<p>Rebecca – Feast Ontario certification program funding started in 2013, 2014 began registering restaurants “Food Service Certification” which is an annual audit of their procurement with a requirement of 25% from Ontario. If licensed facility beverages are also included in mandate. The fee is \$350 annually (with biannual audit) and includes marketing, e newsletter, procurement opportunities and events to raise awareness (and revenue for business). Feast Ontario has 6 full time / 2 contract staff and have certified 130 restaurants.</p> <p>MLFPC support identified</p> <ol style="list-style-type: none"> 1. MLFPC could promote awareness of Ontario produce 2. Identify local restaurants/procurement contacts within Middlesex/London geographic area and provide introduction to rebecca@ontarioculinary.com 	Ongoing	Council	Cara indicated she is contact for Middlesex County and will follow up with Rebecca to share information/contacts
51	<p>Finance / Council structure discussion as a result of concerns regarding 2 bank accounts. Insurance motion withdrawn pending further investigation by Executive.</p> <p>Food Bank – 50% discount on HST, access to funds issue, potentially would include MLFPC under their insurance umbrella</p> <p>Libro – MLFPC does not receive discount tax, able to secure credit card for purchasing</p> <p>Motion for Executive to bring recommendation to Council to clarify Food Bank relationship, documentation of MLFPC structure, partnership opportunities, non profit status and insurance coverage for MLFPC members / events. 1st Sarah, 2nd Cara, 0 opposed, approved</p>	February 28 Council meeting	Executive	Sarah Campbell and Paul Shand indicated they would provide input based on their expertise.
52	<p>Project Summary 2018 / Strategy discussion</p> <p>Motion 1 – to adopt 2018 Project Overview document as a tool to help select 2018 projects</p> <p>Motion 2 – to complete a strategy session in 1st or 2nd quarter using Overview as starting point, with outcome of report identifying strategy and actionable recommendations for Council approval</p> <p>Motion 3 – budget of \$2,000.00 allocated to Communication Committee to complete report with assistance of contracted facilitator</p> <p>Motions approved as distributed, 1st Jean, 2nd Cara, 0 opposed</p>	<p>Priority to hold facilitated session to ensure approval of 2018 Strategy prior to AGM.</p> <p>Tentative AGM April 26th 4-6 pm</p>	Communication Committee	<p>Ellen – provide facilitator with reports and request quote, availability</p> <p>Council members will be polled for most suited date for facilitated session</p> <p>Communication Committee to review report and prepare for presentation to Council for approval</p>
54	<p>Michael van Holst raised idea that video to explain the MLFPC mission be scripted with each Council member reciting portion. He may have funding/contact if we are interested. Currently our Brescia students are working on video project. This will be reviewed by Communications</p>	Potential AGM video	Communication Committee	Investigate opportunity / timing / resources