

Middlesex-London Food Policy Council

Minutes

Time 2:00 – 4:00 pm
Date June 27, 2018
Location Councilor's Lounge (2nd floor), Middlesex County Building, 399 Ridout St. N. London
Attachments All documents were sent electronically (Agenda, May Minutes, Newsletter, 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

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| # | Time | Item |
|---|------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| | 2:00 | Chair – Welcome & Introductions <ul style="list-style-type: none">○ Approval of previous minutes: 05.23.2018 deferred to next meeting as no quorum to pass them. Ellen introduced 2 Brescia students present, Nicole and Ayanna Silke introduced 2 Western students present, |
| | 2:05 | <u>Executive Updates</u> Nominations /Succession Committee Silke provided update on edits made to the Volunteer Position Description where time commitment has been increased from 2 hours/month to 6 hours. Also, the following positions on Council are being recruited, Education, Energy, Environment and Waste Management, Food Service Industry, Indigenous, Youth (less than 25 years of age at time of application) and Provincial Agricultural Group. Call for applications to these positions will be posted and sent by email mid-July. Members are asked to share widely within their networks or to send directly to individuals who may be interested. |
| | 2:20 | <u>News and Updates</u> London Cares Participation Ellen reported that Michael VanHolst, Jean Carson, Laura Husser, Silke Nebel and Ellen Lakusiak volunteered at 2 Metros and Silke spoke at the launch. Board of Health report Ellen provided an update on recent Board of Health report on progress of MLFPC. The report and appendices are attached. The report was well received. Middlesex Agricultural Advisory Committee Tom attended and presented on MLFPC. Report deferred to next meeting. Fanshawe College Research Request Attached email describes request to partner with Fanshawe on a food waste research project. Zero Waste London Small local group starting up. Asking MLFPC for assistance with info about city by-laws. See attached response from Michael Van Holst to the group. Silke recommended that this is a role of the MLFPC to be a community collaborator and to find out information they are looking for and to connect with |

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| | | appropriate stakeholders. June Newsletter - see Attached |
| 2:30 | | RRFSS Food Procurement Infographic- Nicole Cloutier; Brescia student Nicole presented Infographic that she developed using the RRFSS Food Procurement data as presented to Council earlier in 2018. Comments were provided and the Infographic will be revised accordingly before it is posted on MLFPC website along with data. |
| 2:45 | | <p><u>Open Discussion</u> Strategic Work plan Members had been asked to provide their interest on a priority.</p> <ul style="list-style-type: none"> • Michael Van Holst video shown on potential for MLFPC Information Repository and what it could look like (Strategic Priority 3). <p>Discussion re: work plans. Executive has done excellent job in narrowing down so that we know what we should work on so that we do it well.</p> <ul style="list-style-type: none"> • Priority 4.3- obvious that we may end up saying no to many requests but need to have a process in place so that these can be dealt with • Process map suggested so that decision making is based on an identified process • Leif Maitland; City Staff are limited by what Councillors want them to do; Urban Agriculture Steering Committee is complementary to MLFPC • Clear framework for how we respond to community requests is needed (Strategic Priority 1.5). • There are many governance issues to still be dealt with, therefore patience for community requests is needed • Executive needs to be able to make decisions without full council approval; process should be different depending on request and also if it fits within priorities • Also, we need to address the fact that Council engagement is currently an issue preventing decision making <p>Proposed Decision Making Process- see attached</p> <ul style="list-style-type: none"> • Decisions by Executive will require a cautious approach; if Executive is unanimous then they can make decision but otherwise, requires Council approval. • Require a criteria check list to guide decision-making process; This will be posted on website for any community member or group who wants to bring issues forward • City of London “At Your Service” has a process they use to respond to requests re: by-laws etc. Leif to follow up and provide to Executive if this could be helpful. • Priority 4; What about food business? This will be considered as part of 4.1 Community Conversation; to be discussed with Food Retail and Agricultural members on Council <p>Decision to postpone to September the following:</p> <ol style="list-style-type: none"> 1) Pass workplans as sent to all members before meeting (see attached) 2) Pass a “Decision-making Process” that will be drafted by Executive with a check list of criteria prior to September meeting. 3) Member attendance; Review Terms of Reference where it is stated that if members do not advise of non-attendance and “miss more than 2 meetings without prior discussion with chair is deemed equivalent to a resignation. The Executive will appoint new interim members during the term as needed.” |
| 4:00 | | Meeting adjournment - Next meeting – September 26, 2018 |

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| Participants Invited | Attended | Apologies | Participants Invited | Attended | Apologies |
|----------------------|----------|-----------|------------------------------|----------|-----------|
| Sarah Campbell | | X | Jean Carson | | May, 2018 |
| Suki Kaur Cosier | x | | David Corke | X | |
| Cara Finn | | May, 2018 | Tosha Densky | X | |
| Tom Heeman | | 06/27/18 | John Fleming (Leif Maitland) | X | |
| Jana Keller | X | | Laura Husser | | 06/26/18 |
| Vicki Luke | | X | Ellen Lakusiak | X | |
| Phil Moddle | X | | Marcel Meyer | | X |
| Silke Nebel | X | | Teri Morrow | | X |
| Christine Scheer | | 06/26/18 | Paul Shand | | 06/27/18 |
| Paul van der Werf | | 06/26/18 | Michael van Holst | | 06/20/18 |
| Jane Roy | | 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 61**

| # | Action Items | Expected Completion | Owner | Status |
|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------|--------------------|-------------------------------------------------------------------------------------------------|
| Executive | | | | |
| 55 | London Grocery Stores Cares – increased number of volunteers from last year but still welcome more! | June 3-9 Local Food Week and grocery store volunteers | Laura | will advise organizing committee our volunteer availability Attended launch and 4 volunteers |
| 59 | Vicki provided summary of potential MLFPC funding opportunities. Vicki to check if we can apply to more than one stream of LFIF and RED fund at any one time | | Ellen Vicki | Post on website Follow up on funding & report to Council |
| New / Updates | | | | |
| 45 | 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. | Target 2018 for delivery | Silke | Draft completed and suggestion that deliver in 2018 would be appropriate. |
| Open Discussion | | | | |
| 61 | Decision to postpone to September the following: 1) Pass workplans as sent to all members before meeting (see attached) 2) Pass a "Decision-making Process" that will be drafted by Executive with a check list of | September 26 meeting | Silke | |

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| | <p>criteria prior to September meeting.</p> <p>3) Member attendance; Review Terms of Reference where it is stated that if members do not advise of non-attendance and “miss more than 2 meetings without prior discussion with chair is deemed equivalent to a resignation. The Executive will appoint new interim members during the term as needed.”</p> | | | |
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List of Attachments

- 1) Board of Health Report Middlesex London Food Policy Council Progress (includes 3 Appendices)
- 2) Fanshawe College Research Request- email
- 3) Zero Waste London- email
- 4) June Newsletter
- 5) RRFSS Infographic (revised based on meeting feedback)
- 6) Proposed Decision-Making Map outline