



Middlesex-London Food Policy Council

Minutes of Council Meeting

March 8, 2017; 2:00pm – 4:00pm

Location: Middlesex County Building, 399 Ridout Street North London, ON N6A 2P1
Councillors Lounge -2nd Floor

Facilitator: Ryan Turnbull

Attendance: Gregg Barrett for John Fleming, Sarah Campbell, Jean Carson, David Corke, Tosha Densky, Cara Finn, Tom Heeman, Laura Husser, Jana Keller, Ellen Lakusiak, Vicki Luke, Marcel Meyer, Phil Moddle, Silke Nebel, Christine Scheer, Paul van der Werf, Michael van Holst.

Absent: John Fleming, Suki Kaur-Cosier, Vicki Luke, Teri Morrow, Christine Scheer,

Agenda; Budget added as 1 e) and ACE request added to 6 b) Committee and Working Groups.

1) Check -in and Updates

a) Update on Urban Agriculture Strategy

- Gregg Barrett (on behalf of John Fleming) provided brief update on Urban Agriculture Strategy.
- Currently in Community Visioning Stage of process.
- Hosted a public event for input on Feb. 2 which was very well attended.
- Post session survey and preliminary GIS inventory of existing and potential sites for Urban Ag. have been sent to all participants; this was shared by Ellen with all MLFPC members.
- Hoping to have strategy out by end of May; request to have Middlesex London Food Policy Council (MLFPC) provide feedback on draft report in April.

b) Update on Food Rescue program

- Michael van Holst reported that food rescue group was receiving food donations; this has been halted due to lack of refrigeration.
- City of London has recently passed that they will pay for rental of refrigerated truck for this group to pick up food items.
- Tosha provided information that the London Food Coalition has 37 committed members and that the Ministry will provide funding for a refrigerated truck.

c) London Farm Show is happening at Western Fair District.

d) Ontario Environment Commissioner is coming to London; link shared with MLFPC members <https://www.eventbrite.ca/e/a-night-with-dianne-saxe-an-exclusive-get-together-with-the-environmental-commissioner-of-ontario-tickets-32540740230>.



e) **Budget**

- Jane Roy provided brief update on current MLFPC budget. It is of note that to date, a significant portion of funds have been in-kind from City of London, Middlesex-London Health Unit and London Food Bank.

ACTION Ellen to share budget electronically to all members.

2) **Review the Positions and Roles**

a) **Amend the Terms of Reference**

The following outlines the changes that were discussed to be made to the original draft Terms of Reference dated May 20, 2016

- i) Title **Changed** to MLFPC Terms of Reference (2) and date changed to 2017
- ii) Vision- **changed** where “local” is in vision; after responsible vs. in front of residents
- iii) Mission- **Added** create
- iv) List of members; added “Water” to Energy, Environment, Water and Waste
- v) Executive Committee; **Added** Appendix A with definitions of roles; removal of line about Coordinator role as minute taker, **Added** term for Executive Committee as one year. NOTE: From discussion, it is understood that this term can be extended beyond one year; elections for Executive Committee will happen annually.
- vi) **Removal** of section Selection Process for Initial ML Food Policy Council
- vii) Decision Process; Two thirds agreement of Council members are required for **major decisions (Changed from advocacy decisions)**. **Added** definition of Major to be defined by Executive committee and Governance Sub-committee. Discussion included that majority needed for all decisions. No decisions are made by Executive committee without bringing to full council first.
- viii) Coordinator role description to be reviewed.
- ix) Definitions; **Added** Council- refers to all members
Added Major- to be defined...
“Economically viable” to be added to Sustainable food system definition
- x) Date Approved **changed** to March 8, 2017
- xi) **Added** Appendix A.
- xii) **Remove** Draft watermark from document

ACTION Executive Committee and Governance Sub-Committee to define “major” decision.

ACTION Ryan to share coordinator role descriptions from other Food Policy Councils with Executive Committee so it can be re-defined for the Terms of Reference.

Michael van Holst moved that all listed and discussed amendments to the Terms of Reference be approved.

Seconded by Paul Shand.

Approved.

ACTION Ellen to update Terms of Reference and send final to all



3) Review the Candidates for Executive Committee

- Treasurer and Secretary positions have been acclaimed as there was only 1 nominee for each.
- Chair and Vice Chair nominees provided a brief summary of why they are interested in holding these positions.
- Michael van Holst deferred his support to Silke for Vice Chair therefore, he will no longer be nominee for this position.

4) and 5) Election

Voting for Chair is only position requiring vote; Nominees are Marcel Meyer and Paul van der Werf.

- All voting members in attendance provided their vote by written ballot. Two votes were received by proxy to Ellen by email and these were included. Total of 16 completed ballots.
- Paul van der Werf is successful for Chair position.

The following motion was moved by Michael van Holst.

Be it resolved that the following will be the Executive Committee for first year of Middlesex London Food Policy Council:

Chair: Paul van der Werf

Vice Chair: Silke Nebel

Secretary: Jean Carson

Treasurer: Tosha Densky

Seconded by Marcel Meyer

Approved.

6) Governance Items

a) Forming Agendas

ACTION Formation of Agendas to be discussed by Executive Committee and deferred to next meeting's discussion.

b) Committees and Working Groups

i) ACE (Advisory Committee on the Environment) request for membership on FPC

- Gregg Barrett provided a brief description of ACE role.
- ACE acts more as an advocacy committee than an advisory committee to the mayor/city.
- Group discussion in summary; i) Environment is represented by Energy, Environment, Water and Waste position, that ii) the Terms of Reference do refer to different levels of participation and that iii) we require the expertise of ACE as



part of a future working group on this topic and that iv) when positions on the FPC are re-visited, different positions may be considered at that time.

ACTION Chair to draft a letter of response to City re: request for ACE membership.

b) ii) Working Groups

- How do we form working groups? Suggestion that Board members bring proposals forward for potential working groups informed by community.
- Suggestion that we have standing groups based on priority topic areas and Ad Hoc groups that are put together when issues arise.
- Group felt that the FPC requires a goal and overall direction established before we form working groups.
- Next meeting, group would like a facilitated discussion to decide on areas we want to focus on.
- Noted that Community Food Assessment provides background and community input and priorities for action. Four priorities from CFA include Food Waste, Food literacy, small scale agriculture and local food processing and distribution.
- Priorities from CFA to be re-visited as part of facilitated discussion.
- Decided that an Urban Agriculture Sub-committee is needed at this time in order to prepare for review and response to City Urban Agriculture Strategy.
- Jana Keller, Paul Shand, Laura Husser, Phil Moddle and Marcel Meyer to form an Urban Agriculture Sub-committee.
- City has recently passed an Artisanal by-law which will effect small scale urban agriculture development.
- Group concern that communication with the public on our progress to-date is necessary.
- Some discussion on how to involve and communicate with the community as to role of FPC. This to be discussed by Executive Committee and to continue at next meeting.
- Sarah volunteered to put together a brief communication that could be used as an update to go out.

ACTION Next meeting, Ryan will facilitate a discussion on MLFPC priorities.

ACTION Executive Committee to discuss public communication message and follow up with Sarah.

c) Solicitation Policy

ACTION Solicitation of agenda items to be discussed by Executive Committee and deferred to next meeting's discussion.

d) Coordinator Role

- Communication
- Consistent history



- Follow Up with Action items from each meeting
- Coordination of working groups

ACTION. Ryan to share role description of Coordinator (non-voting) from other councils.

ACTION. Executive Committee to re-define coordinator role wording for Terms of Reference.

7) Wrap up and Next Steps

a) Schedule Regular Meetings

- Suggest third Wednesday of each Month (approx. 8 per year).

ACTION Executive Committee to provide schedule for next year with option of time of day as either 12-2 or 2-4 and to confirm next meeting date.

Meeting Adjourned at 4:00 pm.