

Middlesex-London Food Policy Council

Minutes

Time 2:00 – 4:00 pm
Date May 23, 2018
Location Councilor's Lounge (2nd floor), Middlesex County Building, 399 Ridout St. N. London
Attachments All documents were sent electronically (Agenda, April 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

AGENDA/Minutes

#	Time	Item
	2:00	Chair – Welcome & Introductions <ul style="list-style-type: none">○ Approval of previous minutes: 04.25.2018○ Motion by Silke to approve minutes as circulated○ Paul Shand, 2nd by Marcel, 0 opposed - Approved
	2:05	Guest Speaker – Veronica Summerhill – Second Harvest <ul style="list-style-type: none">• FoodRescue.ca (contact veronica.summerhill@foodrescue.ca) <p>Second Harvest developed platform “tool” website for business & non profits to register accounts to donate/receive good surplus food & divert from waste. Business posts what they have available, website pushes to non profits who are able to “claim” donations. Groups are responsible to pick up / safe food handling required Funding provided from Walmart Foundation for the initial development. Ministry of Environment funding pilot for 4 more cities & anticipate the ability to begin rolling out to interested city's in July. Intention is to compliment what is already going on in city / require a number of interested non profits to be registered before starting. Interested in working with MLFPC / roll out requires local coordination. Tosha will be contact on behalf of MLFPC</p>
	2:20	News & Updates <ul style="list-style-type: none">- Annual General Meeting – great job, well attended- London Grocery Stores Cares – June 3-9 Local Food Week<ul style="list-style-type: none">• Michael also mentioned London Mosque promoting food donation during fasting• Suki noted Clarke Road Sik temple also inquiring about food donations• Jane suggested Mission Services as good contact for fresh/surplus food donations- Agricultural Advisory Committee / City of London June 20th (Tom will be MLFPC speaker)- Schulich students – Jana spoke to 6 students providing definitions/introduction of MLFPC- Good Food Box – local vegetables and fruit (see newsletter for details / \$10 per box

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	<ul style="list-style-type: none">- https://www.eventbrite.ca/e/enhancing-agri-tourism-and-culinary-initiatives-in-your-community-tickets-45970685558- Agri-Business Tour June 27 – Cara noted 27 registered, if interested act asap- https://www.eventbrite.com/e/2018-middlesex-county-agri-business-tour-tickets-45949448036 <p><u>Executive Updates</u> Pints & Policies returning – respond to poll if interested Potential food waste community meeting – LEN approached to partner with MLFPC 2 student projects being developed</p> <ul style="list-style-type: none">- Marketing Plan related to Information Repository: will develop model and cost as part of project- Philosophy of Food – looking for main partner for Engaged Learning and considering MLFPC: will organize 2 fundraisers for partner <p>Nomination Committee formed – Silke, Jana, Ellen Council meetings – none in July / August Christine has agreed to take lead on Communications on website & social media accounts (will review & approve postings). We continue to have 2 Brescia volunteers focused on the public communications & Christine, Ellen & students will meet to transition work load from Jean/Ellen.</p>
2:30	<p>Strategy discussion – Facilitation by Executive Committee –</p> <p>Motion to approve Strategy circulated prior to meeting Discussion Tom – good report Cara – kudos for getting to this point – actionable! Silke – Executive meeting June 11th to develop action plans for each priority. Advise Silke if you wish to attend (need to ensure meeting space sufficient). Taking place at Meals on Wheels office</p> <p>Motion presented by Silke to approve strategy Tom approved, Michael 2nd, 0 opposed, approved</p> <p>Motion to approve vetting speaking notes prior to connecting with the press circulated prior to meeting</p> <p>Discussion Strategy includes identifying Communication Spokesperson responsible for media contacts, and ensuring consistent messaging of Council business. Goal is to review information and ensure Council is aware/approves of direction. Presentation templates will be provided.</p> <p>Agreement that broader scope required on motion & agreement to strategy for Communication Spokesperson. The motion for interim was amended to read “Any information released on behalf of Middlesex London Food Policy Council will be distributed by Executive or as approved by Council in the interim, until Communication Policy is finalized.”</p> <p>Motion presented by Jean to approve interim Communication Spokesperson Leif approved, Michael 2nd, 0 opposed, approved</p> <p>Paul – update on incorporation review – no action required, information only at this point, key issues include</p> <ol style="list-style-type: none">1. Liability – currently each member jointly & separately liable / if incorporated only the MLFPC entity liable

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		<p>2. Membership – currently Terms of Reference govern our group and as a member changes we should be renewing our Terms (re-enter the contract) vs incorporation no membership changes would require the same.</p> <p>3. Funding – currently we apply under umbrella of a non profit (Food Bank) and no additional reporting / taxes vs incorporation (with / without charitable status) would require funds, allows us to apply for funding independently. Noting that financial statements are required and we currently do not have these as we are under the Food Bank.</p> <p>4. Governance, Reporting & Accountability – we are informally meeting similar expectations placed on incorporated non profit and due to size no concerns vs increasing our reach / impact and funding requirements may require incorporation.</p> <p>Discussion: Costs? Depends on assets (we have none, so costs minimal) – Tom noted he recently did this and cost was approximately \$1,000.00 Charitable status – Jane noted we fall under Food Bank and charitable receipts can be issued Silke – informal poll of any members concerned about personal liability currently (none) Paul was asked to provide 1 page summary. Jean – currently no concerns but looking to build Council to align with strategy it makes sense</p> <p>Deferred: Sarah – update National Food Policy</p>
2:45		<p>Open Discussion</p> <p>No new topics brought forward</p>
		<p>Meeting adjournment - Next meeting – June 27, 2018</p>

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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 (Nicole)	x	
Tom Heeman	x		John Fleming (Leif Maitland)	x	
Jana Keller	x		Laura Husser	x	
Vicki Luke		May 22	Ellen Lakusiak		05.14.18
Phil Moddle		x	Marcel Meyer	x	
Silke Nebel	x		Teri Morrow		x
Christine Scheer	x		Paul Shand	x	
Paul van der Werf	x		Michael van Holst	x	
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
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 delivery in 2018 would be appropriate