Present: Sarah Wakefield (Chair), Karen Burson, Carolyn Cade, Robert Clackett, Emma Cubitt, Vicki Edwards, Maceij Kowalski, Chris Krucker, Councillor Pasuta, Cindy Purnomo (Program Secretary), Ursula Samuels, Liz Shaver-Heeney, Adam Watson.


Also Present:

1. PRESENTATIONS
   No presentations.

2. CHANGES TO THE AGENDA
   No changes.

3. DECLARATIONS OF INTEREST
   No declarations.

4. APPROVAL OF MINUTES OF PREVIOUS MEETING
   (Chris Krucker/Carolyn Cade)
   4.1 Community Food Security Stakeholder Committee Meeting minutes dated October 6, 2010 were approved.

5. DISCUSSION ITEMS

   5.1 Subcommittee Reports
       5.21 Policy
       Expect a formal announcement regarding Healthy Communities Fund application to be made very soon.

   5.22 Infrastructure and Procurement
Good Food Box moving along with enthusiastic team in Dundas. Dundas Association of Churches and Salvation Army interested in Good Food Box idea. Downtown YMCA will present Good Food Box project at one of their high rise buildings. Other organizations interested in Good Food Box are Hamilton Urban Core Health Centre and South Sherman Community Hub.

5.23 Education and Outreach
In February a Food conference is planned where participants will discuss food policy and moving it forward in Hamilton. Guest speakers are also planned. **Action:** Email Karen Burson if you can assist in organizing the event.

5.24 Access
No activity to report.

5.2 Strategic Planning 2010 follow-up
5.2.1 Succession Planning
Current members of CFSS agreed to continue to serve for additional two years as the group has not completed their full four year term. Terms of Reference state that members missing three meetings in a row may put their membership at risk. Moving forward, all members are encouraged to remain however, if the group no longer fulfills your needs inform Sarah Wakefield and she will recruit a replacement.

**Action:** Sarah will allow follow up with members regarding their participation and commitment to the group.

**Action:** Sarah Wakefield and Vicki Edwards to prepare membership document to discuss at next meeting.

5.2.2 Role of committee members beyond subcommittee
Everyone supported doing more deputations, being more visible in the community, attending as many meetings as possible to make an impact on the food security message at all city levels.

**Action:** Vicki Edwards will invite Ida from City Clerks department to discuss city’s committee structure and process.

5.3 Deputation and Outreach Planning
5.3.1 Report on deputation to Agriculture and Rural Affairs Committee
Sarah Wakefield circulated presentation given to the Agriculture and Rural Affairs Committee. ARAC is interested in collaborating with our group.

**Action:** Karen Burson to invite the Chair of Agriculture and Rural Affairs Committee to attend the food conference in February.

5.3.2 Planning for a new council
The members recognized that the election of a new council provides a window of opportunity for engaging council. Subcommittees will work to determine messages we want to promote once the new council is active. Membership in subcommittees was reviewed:

**Policy** - Robert Clackett, Vicki Edwards, Liz Shaver-Heeney, Chris Krucker

**Infrastructure** - Karen Burson, Carolyn Cade, Susan Coverdale, Melanie Golba, Sarah Wakefield

**Education and Outreach** - Tabaruk Jahan, Tina Moffat, Simon Taylor
Access - Emma Cubitt, Maceij Kowalski, Brian Kreps, Ursula Samuels, Adam Watson

**Action:** Each subcommittee is to meet and identify specific requests for the new council, for full CFSSC review at next meeting.

6. **GENERAL INFORMATION & OTHER BUSINESS**

6.1 **Student research project on Hamilton food self-sufficiency**
An undergrad student is working on a research project with Sarah Wakefield on Hamilton food self-sufficiency. The project is challenging and the report will be based on data the student is able to obtain. The draft report should be ready after Christmas.

6.2 **Campaign for Adequate Welfare**
Michelle (Ursula Samuel’s guest) invited members to the rally on November 26 for the campaign to raise welfare rates.

6.3 **Community Gardens Position**
Teresa Phair, Community Gardens Facilitator for City Housing Hamilton, gave an update on her position and what has happened to date. There are six community gardens that started on City housing properties. The tenants maintain the gardens, enhancing community development.

**Action:** Next meeting Teresa Phair to share presentation she conducted to Council and Board of Housing with CFSSC.

6.4 **Ontario Professional Planning Conference**
Liz Shaver-Heeney attended the OPPI conference. Gord Hume spoke about Healthy Communities and Planning for Food Harvest of Ideas.

**Action:** Robert Clackett to share information from the conference posted on the OPPI website.

6.5 **Planning for Regional Food Systems Workshop**
Robert Clackett attend workshop on regional food systems where food security was featured from a planning perspective.

**Action:** Robert has resource material to share. Please contact Robert if you are interested in reading the resource material.

6.6 **Presentation to Planning**
Sarah Wakefield is conducting a presentation to Planning in late November, bringing the issues of food security and how it is related to planning.

**Action:** Connect with Sarah if you have any additional messages you would like her to share.

6.7 **Hamilton Farmer’s Market**

**Action:** Connect with Karen Burson if you are interested in providing your feedback on the vendor assessment process of the new farmer’s market.

6.8 **Rural Routes**
Rural routes received award nominations in 4 different categories.

6.9 **Food and Shelter Advisory Committee**
Sarah Wakefield invited to attend meeting with Food and Shelter Advisory Committee and the Emergency Food Strategic Planning Committee to connect and create opportunities to work closer together.

**6.10 Community Gardens**

Public Works is planning to transition three City operated gardens to the community. Currently, they are working on resource materials for new groups who are interested in starting a community garden of their own. The funding to support community gardens is dependent on 2011 budget process.

7. **ADJOURNMENT**

(Mover - Liz Shaver-Heeney /Seconded - Vicki Edwards)

There being no further business, the meeting adjourned at 5:52 PM.

CARRIED