MINUTES
COMMUNITY FOOD SECURITY STAKEHOLDER ADVISORY COMMITTEE
Wednesday, January 7, 2009
4:00 p.m., The Hayloft
Dundurn Castle
610 York Blvd., Hamilton


Absent with Regrets: Councillor Bratina, Councillor McHattie, Councillor Pasuta, Susan Coverdale, Elizabeth Shaver-Heeney, Carolyn Cade, Tabaruk Jahan

Regrets:

Also Present:

1. CHANGES TO THE AGENDA

Additions to agenda:
6.3 Filling New and Vacant Positions
6.4 Dundas Farmers’ Market
6.5 Upcoming Events

2. DECLARATIONS OF INTEREST

No declarations were made.

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

(Melanie Golba/Tina Moffat)

3.1 Community Food Security Stakeholder Committee Meeting Minutes, dated December 3, 2008 were approved.

CARRIED
4. PRESENTATIONS

4.1 There were no presentations.

5. DISCUSSION ITEMS

5.1 Update on Food Terminal – Susan Coverdale
Susan Coverdale was not able to attend the meeting but sent the following report:
The Friends of the Greenbelt Foundation have approved only $40,000 funding towards the feasibility study for the Food Distribution Centre in Hamilton/Niagara. Niagara has agreed to commit $20,000 and Hamilton is working on securing $20,000 so this study can proceed. This project will be commencing in 2009 once all the details have been completed.

5.2 Striking of subcommittees and subcommittee membership
Subcommittee membership was finalized as follows:

**Coordination Network**
- Sarah Wakefield
- Karen Burson
- Melanie Golba – chair
- Susan Coverdale (staff)

**Development of a Local Food Charter/ Food Policy**
- Angela Parle – chair (staff)
- Vicki Edwards – (staff)
- Russell Ohrt

**Education and Outreach**
- Tina Moffat – co-chair
- Simon Taylor – co-chair (staff)
- Tabaruk Jahan

**Enhancing Community Food Access and Services**
- Maceij Kowalski
- Brian Kreps (staff)
- Emma Cubitt
- Adam Watson (staff)

Sarah Wakefield reviewed Priorities and Actions for subcommittees. Sarah will email guidelines of Chair’s role to chairpersons.

5.3 Review of Terms of Reference
Terms of reference were distributed and the following changes were recommended:
1. Additional membership positions on the stakeholder committee as follows:
(i) food industry representative, preferably from an industry that processes food from local sources
(ii) someone who is directly experiencing food insecurity.
(iii) City of Hamilton staff person from Development Planning/Land Use (policy) area.

2. Guidelines regarding Quorum
3. Corresponding members will be included

Sarah Wakefield and Vicki Edwards will finalize changes and take to Board of Health for approval.

5.4 Preparation of Information Report

Sarah Wakefield shared a draft presentation that she has prepared for the upcoming Board of Health meeting on February 23. Suggestions were made for changes. Further review will take place at the February 4 CFSSC meeting.

6. GENERAL INFORMATION & OTHER BUSINESS

6.1 Determine format for upcoming meetings

Ideas for the official launch of the CFSS Committee, tentatively in April 09, were discussed. Karen Burson, Vicki Edwards and Simon Taylor will take the lead on planning the launch.

Considerations for launch:
- Speaker
- Panel
- Within our normal monthly meeting or a separate event
- Include food
- Invitation list

When meetings are attended by the public, the format must allow the subcommittees to move forward with priorities. Each subcommittee should identify a speaker/topic for an upcoming meeting.

6.2 Time and location of future meetings

Deferred.

6.3 Filling new and vacant positions

The committee wants to be open and fair in the recruitment process.

Once a date is set to review applications, Vicki Edwards and Sarah Wakefield will advise CFSSC members. Any committee members who wish to may attend the reviewing meeting. Vicki and Sarah will bring a short list to the CFSSC for final selection. People who expressed interest in sitting on subcommittees will be considered also.
6.4 Dundas Farmers’ Market

A group trying to start a Farmers’ Market in Dundas is experiencing problems getting approvals. Melanie Golba will collate information on this and bring back to a future meeting.

6.5 Upcoming Events

- Waterloo Region Food System Roundtable – January 19
- Karen Burson circulated information on “Sustainable Local Food for all Canadians”, a credit course offered by St. Lawrence College.
- Organic Fair in Guelph is at the end of January.

7. ADJOURNMENT

(Melanie Golba/Tina Moffat)
There being no further business, the meeting adjourned at 6:00 pm. CARRIED