



Hamilton

MINUTES

Community Food Security Stakeholder Committee

Wednesday, September 7, 2011, 4:00 p.m.
Room 264, City Hall

Present: Karen Burson, Dave Carson, Vicki Edwards, Melanie Golba, Ursula Samuels, Liz Shaver-Heeney, Dr. Ninh Tran, Sarah Wakefield (Chair), Sara Collyer, Sapphire Singh

Regrets: Robert Clackett, Emma Cubitt, Tabaruk Jahan, Councillor Johnson, Maciej Kowalski, Chris Krucker, Richard MacDonald, Councillor McHattie, Tina Moffat, Councillor Pasuta, Simon Taylor, Anne Winning

Also Present:

1. Changes to the Agenda

None

2. Declarations of Interest

None

3. Approval of Minutes from Previous Meeting

(Melanie Golba/Dave Carson)

Community Food Security Stakeholder Committee Meeting minutes dated June 1, 2011.

CARRIED

4. Presentations

Vicki Edwards presented the Farmers' Market Report Recommendations. Members edited the recommendations to read:

1. That the Board of Health receives the Farmer's Market White Paper for information.
2. That the issue of developing a Farmers' Market Policy be referred to the planning department, using the White Paper as a starting point.

5.0 Discussion Items

5.1 Citizen Committee Reports:

The process for Citizen Committee Reports and implications for CFFSC work was described. To bring an issue or recommendation forward to the Board of Health, a Citizen's Committee Report is to be used. The report is to be prepared using the template and then formally approved by the committee members at a meeting before being signed and going to the City Clerk's office for placement on a Board of Health agenda.

Dr. Tran noted that another process of highlighting recommendation items in the minutes before submitting them to the Board of Health may be used for issues not requiring a complete report.

5.2 Strategic planning and timetable for 2011 and 2012:

It was suggested that the committee focus on a food security issue at each meeting, have a presentation followed by a discussion and recommendation leading to a policy. Priority setting and timelines were set for the fall as follows:

September:

- Farmers' Market Policy Recommendations
- Food Charter development

October:

- Local food procurement for institutions and city facilities. (Dave and Sarah will draft a report for the community to edit)
- Update on the Hamilton Farmer's Market (Sapphire)

November:

- Report of Public Health Healthy Food Systems Situational Assessment and plans for 2012.
- Communication plan for CFSSC, including a website presence, a newsletter or listserv.

ACTION: Sarah will liaise with Tina and the members of the enhanced community food access sub-committee to develop a plan to bring forward in November.

December (tentative):

- Update on community gardens
- Report on local food hub progress and possible connection to committee work .

It was decided to keep the structure of the sub-committees, but to encourage members to engage in whatever committee aligned with their interests, and not stay in less relevant ones. Sarah has students who can help with committee research work.

5.3 Formal CFSSC Approval of the Recommendations and Report on the Farmers' Markets:

Final recommendations will be presented at the Board of Health meeting on September 26. **(Melanie Golba/Karen Burson) Approved.**

5.4 Sub-Committee Summer Updates:

5.41 Policy Sub-Committee – Dave provided a Power Point presentation on the food charter work of the sub-committee over the summer. Plans are to conduct the stakeholder consultations in November. A media champion has not yet been found. All members are welcome to contribute to the charter development. Karen suggested that the community consultation be linked to February is Farm Month activities.

5.42 Education and Outreach Sub-Committee –no report

5.43 Infrastructure and Procurement Sub-Committee - no report

5.44 Enhanced Community Food Access Sub-Committee - no report

6. General Information & Other Business

6.1 Registrations are now open for [Bring Food Home](#), Ontario's biennial conference connecting people who are working towards a sustainable food system. The 2011 conference will be held in [Peterborough, ON](#) October 27, 28, 29. Bursary options are available.

**7. Adjournment
(Dave Carson/Sara Collyer)**

There being no further business, the meeting was adjourned at 6:00 p.m.

CARRIED