



Hamilton

MINUTES

Food Advisory Committee
September 14, 2016, 7:00 – 9:00 p.m.
Room 264, City Hall
71 Main Street West, Hamilton

Present: Luc Peters (Chair), Vijay Jos (Co-Chair), Chris Krucker (Secretary), Jessica Brand, Tyler Ferguson, Katherine (Kate) Flynn, Nancy Henley, Laurie Nielsen, Noor Nizam, Steve Robinson, Clare Wagner, Bill Wilcox, Sandy Skrzypczyk (Staff Liaison)

Absent with Regrets: Mohamedfat-Hi Aden, Alan Griffiths, Jeffrey Smallwood

Absent: Virginia Stonehouse

1. CHANGES TO THE AGENDA

- (i) Added as item 6.4, monthly meeting dates
- (ii) Added as item 7.1, Member Updates

2. DECLARATIONS OF INTEREST

There were no declarations of Interest.

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

(Ferguson/Nielsen)

3.1 Food Advisory Committee Meeting Minutes, dated June 9, 2016 were approved as presented.

CARRIED

4. CONSENT ITEMS

There were no consent items for discussion.

5. PRESENTATIONS

No presentations given.

6. DISCUSSION ITEMS

6.2 Hamilton Food Strategy

Everyone is encouraged to read the Hamilton Food Strategy and make comment. The 5 Priority Actions are the immediate focus/direction of the strategy. The Board of Health and Council have endorsed the Food Strategy in principle and approved that the implementation be developed. Our role is to advise on the development of the implementation plan. Other partners, stakeholders, and advisory committees may also advise on the implementation plan. The implementation plan is to be initiated and worked on within the current council term (within next 2-3 years).

Any Food Strategy requests for additional resources, staff, changes in policy must go through a formal recommendation process to the relevant standing committee/departments and then to council for approval. The Food Advisory Committee can advise and make recommendations through the process outlined in the Procedural Handbook. Advisory committee recommendations are discussed with relevant senior management and standing committees. For the Food Advisory Committee any recommendations would go to the Board of Health. It is recommended that although the Committee can bring forward recommendations as we are able and as per the process outlined in the Procedural Handbook, it is important to be aware of timelines to best align with City processes.

Note: There are resources that we have access to from members of the committee that could be used in the advisory process.

Members would like to be informed about what other advisory committees or departments are deliberating or advising on that are relevant to the Food Advisory Committee.

Sandy gave an overview and back ground on how the priority actions were developed and selected. Staff is to report back to the Board of Health by the end of this year or early 2017 on priority action 1, funding criteria to food action requests. With the Strategy endorsement on August 11, 2016 initial discussion/work has started on some of the priority actions. for example, to support priority action 4, Public Health Services is hosting a Food Literacy Network Forum on October 26th, 1-4 pm. This will be forum for people who provide food literacy and education programs and services. A number of members of the Food Advisory Committee will be going to this event and will report back. It was pointed out that there are already many actions happening within the city that may not be within the scope of the 5 priority actions.

It was suggested that the members choose a priority action for each meeting so that the discussion can focus on one area at a time. This could also be aligned with having representation from related departments as appropriate, for example tourism or planning staff.

Action: For discussion at the next meeting, members to review the Food Strategy and come prepared to confirm approval/show of support of the 5 priority actions by the Food Advisory Committee.

6.2 Budget

The budget for this year is \$1,500.00, with a balance of \$900.00 remaining. Costs to date have covered parking vouchers. It was suggested that funds can be used to have some members go to Sustain Ontario's Cultivating our Capacity Workshops on Healthy Food and Farming. Registration of \$10.00 per person and travel by GO train could be covered within the budget. Other budget items suggested include registration for Food Secure Canada 3 day conference (\$485.00); printing more black and white copies of the Food Strategy; event on diabetic friendly foods targeting larger food retailers to participate and raise awareness of food needs of people with diabetes; and catering at meetings.

Four members expressed interest in attending the one day Sustain Ontario workshop. There was discussion about the process for decisions regarding using the budget to attend conferences to ensure that all members are fully informed about the conference details and the City's approval process.

Food costs are covered by advisory committee budgets as long as the Corporate Food and Beverage policy is followed. Suggested that effort be made to consider small food businesses that source locally be used.

The process for 2017 budget request is starting and potential budget items were discussed.

(Tyler Ferguson/Kate Flynn)

That the Food Advisory Committee recommend that \$500.00 of the Committee's budget be used for registration for one member, or \$250 each for two members from the Committee to attend the October Food Secure Canada 3 day conference in Toronto.

Noor Nizam opposed the motion.

CARRIED

Action: Sandy to find out if Food Secure Canada conference registration would be approved.

6.3 Replacement of Vacant Positions

The Committee has two unfilled positions on the committee (one member never responded to communications or attended meetings and another has resigned due to personal reasons). Both of these positions were filled as citizen representatives. The Committee can choose to fill these positions or leave them empty. It was recommended that the positions be filled using an open/formal process as opposed to word of mouth.

Action: Sandy will confirm process required to fill the two vacant positions.

6.4 Monthly Meetings

The Committee decided that the second Wednesday of the month is the best to suit the members. To help ensure quorum, please confirm your attendance at meetings.

7. GENERAL INFORMATION & OTHER BUSINESS

7.1 Member Updates

Deferred.

7. ADJOURNMENT

(Clare Wagner/Kate Flynn)

The meeting was adjourned at 9:10 pm.

Next Meeting:

Wednesday, October 12, 2016

7 – 9 pm

City Hall, Room 264,