



Hamilton

MINUTES

Food Advisory Committee

January 11, 2017, 7:00 – 9:00 p.m.

Room 264, City Hall

71 Main Street West, Hamilton

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

Absent with Regrets: Luc Peters (Co-Chair), Tyler Ferguson

Absent: Mohamedfat-Hi Aden, Jessica Brand

Also Present: Brian Morris

1. CHANGES TO THE AGENDA

Agenda for January 11, 2017 was approved as presented.

2. DECLARATIONS OF INTEREST

There were no declarations of Interest.

3. APPROVAL OF MINUTES OF PREVIOUS MEETING

(Steve Robinson/ Kate Flynn)

Food Advisory Committee Meeting Minutes, dated September 14, 2016 were approved as presented.

CARRIED

4. PRESENTATIONS

4.1 Hamilton Farmers' Markets presentation by Brian Morris, Business Development Consultant, Economic Development Division, Planning and Economic Development, City of Hamilton was received. In March, 2012, Council directed Planning staff to prepare a farmers' market policy based on Farmers'

Markets White Paper, which drafted recommendations for a farmers' market policy. Rather than one Omni farmers' market policy, several actions were taken:

- i) Zoning By-Law amendment to define Farmers' Markets and permit them in more areas of the City of Hamilton
- ii) A formalized grant program for farmers' markets
- iii) Amendment to By-Law 10-97 (Hamilton Sign By-Law), to include a definition of farmers' markets as well as additional signage opportunities
- iv) Marketing initiatives and collective farmers' market marketing opportunities

Brian provided feedback to committee members' questions and discussion as follows:

What is it about an Omni policy that makes it awkward?

- Advice from City Legal Service was that it would be easier to deal with recommendations individually. For example, governance issues for non-profits are a provincial matter and trying to get a policy that included this would be problematic (farmers' markets are not unlike any other not for profits).

Is there any way to measure the success of the policy changes to date?

- There is no evaluation completed and defining which metrics to use would have to be considered (e.g., anecdotally, if other markets start up, especially in areas without farmers' markets that could be a measurement of success).

What is the reason for not allowing markets in parks?

- This would be a land use issue that staff in Planning would be able to address and explain the intended use of "parks and open spaces." Members pointed out that it is not uncommon for farmers' market to be in parks in other cities.

Would the city open up discussion on allowing farmers' markets in parks?

- The zoning by-law changes are fairly new and it is uncertain if there would be opportunity to open this up.

Is there any restriction on how few times a farmers' market opens annually? (e.g., pop-up farmers' markets that would not be operating weekly)

- The City is looking into the issue of pop-ups because they are becoming more popular, and pop-up farmers' markets could potentially fit under a general pop-up policy, for example, as in a special event.

Action: A copy of the presentation will be distributed with the draft minutes. Brian will follow-up with Planning staff for the rationale for not allowing markets in parks.

4.2 Presentation by Kate Flynn, Committee Member, was received respecting how to move our meeting discussions into action. Kate presented recommendations on how to structure the committee to maximize productivity and harnesses our collective expertise. This structure will help us:

- Situate the work of the committee within the current Hamilton context
- Draws on the expertise of committee members
- Provides a forum for meaningful discussion
- Facilitates purposeful and timely actions

Recommendations:

1. Begin each meeting with a brief from City staff in order to situate the committee's work in the context of the City's priorities
2. Form subcommittees based on 5 priority actions outlined in Hamilton Food Strategy
 - Subcommittees will act as working groups and identify opportunities for the committee to engage in important initiatives
 - Ideally, 5 subcommittees report back to the committee twice annually (as outlined in the PPT presentation)
3. Call for agenda items one week prior to committee meetings
4. Facilitate meaningful discussion based on subcommittee presentations
5. End each meeting with the passing of a motion and/or a discussion of the next steps

The presentation was well received. Members felt that focusing our knowledge and discussion would help move into actions that could form Committee recommendations to the Board of Health. In particular, members liked that the subcommittees are linked directly to the five Priority Actions. It was suggested focusing on 2 Priority Action subcommittees until there are enough people or interest to set up more subcommittees.

Motion: (Alan Griffiths/ seconded by Clare Wagner)

That the Food Advisory Committee accepts the recommendations from Kate Flynn's presentation, "Recommendations for productive committee meetings," and is adopted by the Food Advisory Committee for a 3 month trial period.

CARRIED

Action: A copy of the presentation will be distributed with the draft minutes. Subcommittee chairs will set up meetings; both subcommittees to present back on progress on their work to the whole committee at next meeting.

5. DISCUSSION ITEMS

5.1 Updates: membership, 2016 budget: Sandy provided an update on membership as follows: Tyler Ferguson has resigned due to his work schedule but has indicated if there is any way that he can support some of the committee work to contact him. Noor Nizam announced at the meeting that he is resigning and has sent an e-mail to City staff and committee members outlining his reasons why. The November meeting was cancelled due to a safety issue; Jeffrey Smallwood is no longer a member of this committee. Member safety has been addressed by arranging parking at City Hall and for tonight's meeting, another security guard in place.

Until new members are appointed, quorum will be based on the number of existing members (i.e., 12). Recruitment for six new members will be undertaken by the Clerk Office, with a notice in the local papers and on the City's website. There will be a selection committee made up of three City Councillors, with interviews scheduled sometime in March once the City budget process is completed.

Purchases from the 2016 budget included 60 colour copies of the Hamilton Food Strategy for use in any work that the Committee undertakes. All Advisory Committees are required to submit an end of year report and budget request for the following year. The Committee is encouraged to start to develop a 2017 Work Plan and monitor their 2017 budget.

Action: Once the recruitment notice is public, Sandy to send out an e-mail to the Committee and the Food Strategy update list serve to inform that the process is open for applications. Committee members are encouraged to promote this through your networks.

5.2 Hamilton Food Strategy Priority Actions: Sandy presented an overview of the Food Strategy and the five Priority Actions that are the focus for the next 2-3 years for the City. Kate's presentation recommendations support the Committee's mandate to support and advise Food Strategy implementation. The Committee chose two Priority Actions, and interested members stepped forward to work on the following two subcommittees:

- Priority Action 1- Funding Criteria Process: Kate Flynn (subcommittee chair), Vijay Vos, Chris Krucker, Clare Wagner
- Priority Action 5 - Local food Promotion: Chris Krucker (subcommittee chair), Alan Griffins, Bill Wilcox, Laurie Neilson, Vijay Vos

Sandy will attend the subcommittee meetings to provide background and inform the subcommittees of other work that is occurring on the Priority Actions to reduce duplication and enhance effectiveness.

6. GENERAL INFORMATION & OTHER BUSINESS

Deferred

7. ADJOURNMENT

(Vijay Vos/Chris Krucker)

The meeting was adjourned at 9:05 pm.

CARRIED

Next Meeting:

Wednesday February 8th, 2017, 7:00 – 9:00 pm

City Hall, Room 264