



Minutes

December 13, 2016 | 5-8pm

River Valley Room, City Hall, Edmonton, 1 Sir Winston Churchill Square
Edmonton, Alberta

Members in Attendance:

K.Franke, D. Bajer, M.Priestley, S.Deelstra, S.Ngo, C.Rakowski, B.Smale, M.Male, T. Lynch-Staunton, M.LaRue, M.Dear

Staff and Guests:

K.Lennon, E. Halpin, H. Wheeliker, C. Tomaras, B. Daly, D.Koleyak - City of Edmonton
J. Unger and J.Welchman - Environmental Advisory Committee

Regrets:

S.Demers-Collins, H.Shewchuk, J.Shewchuk, S.Chunara

~ Dinner from Pacific Cafe/Equi-tea Multicultural Catering~

AGENDA ITEM	ACTION	WHO	TIME
1. Get Supper and Get Comfortable	Eat & Chat	All	5:00pm
2. Welcome, Introductions and Opening Remarks	Discuss	Co-Chairs	5:10pm
3. Guest Presentation <ul style="list-style-type: none"> This included a presentation on the City of Edmonton's Climate Change Adaptation Strategy, followed by a discussion to solicit input from the Edmonton Food Council and Environmental Advisory Committee. 	Learn	Environmental Advisory Committee, and Climate Change Adaptation Strategy Team.	5:12pm
<i>Break</i> <ul style="list-style-type: none"> EAC members left EFC members took photos 			6:00pm
4. Consent Agenda Overview <ul style="list-style-type: none"> D. Bajer informed Edmonton Food Council of consent agenda guidelines and reminded Edmonton Food Council that Committee reports are due to K. Lennon (via Email or Slack) D. Bajer reminded Edmonton Food Council to check in on Slack weekly in order to stay 	Group Consensus	All	6:43pm





<p>informed on information sharing and decision making.</p>			
<ul style="list-style-type: none"> ● 4.1 Today’s agenda. Moved by M.Male, seconded by T.Lynch-Staunton.Approved. ● 4.2 Last meeting minutes Approved with amendment (Item 6.4: Moved by K. Franke, Seconded by M. Male) Moved by M.Male, seconded by T.Lynch-Staunton. Approved. 		<p>Co-Chairs</p>	<p>6:41pm</p>
<p>5. Committee Briefings</p> <ul style="list-style-type: none"> ● 5.1 Communication Committee Report, Provided by M.Male <ul style="list-style-type: none"> ○ Set up email, find funding to host website. ○ <u>Request</u> to contract someone to maintain social media. Other options include using Buffer or Ensuite to manage, or switch off monthly between Committee members. ○ <u>Request</u> to use Edmonton Food Council budget to produce content and FAQ’s for Edmonton Food Council ○ Met with A. Hill who approved social media plans ○ “<i>fresh</i> at a glance” document ○ <u>Request</u>: Powerpoint template ○ Action item: \$15-20/month for web hosting. ○ M.Male requested budget discussion ○ K. Lennon informed Edmonton Food Council that there is \$30,000 in the <i>fresh</i> implementation budget, some used for Wayne Roberts at Cultivating Connections ○ Identifying Edmonton Food Council’s goals, strategic direction. Establish overarching goals for 2017. Current lens is food security, determine what to achieve. ○ Recap of Edmonton Food Council Goals can be found on the Website and in the terms of reference. 	<p>ACTION: Each Committee to draft a budget request for mid-January 2017.</p> <p>ACTION: Each committee to review goals using the lens of food security.</p> <p>ACTION: K. Lennon to review budget approval process and report back to Council.</p> <p>TABLED: Financial review until late January 2017.</p>		





<p>Purpose is to advise administration, act on implementation of <i>fresh</i>, communicate, convene, & connect.</p> <ul style="list-style-type: none"> ○ <u>Budget request:</u> \$5,000 ask from Measurement Committee to design infographics & images, update website, content management, clean & error free management, 2-3hrs per week. ○ Structure for budget → Kathryn to provide parameters and clarification; what costs would be absorbed by COE, what would come out of <i>fresh</i> budget. Review of what has been spent in previous years. 			
<ul style="list-style-type: none"> ● 5.2 Events Committee Report, provided by C.Rakowski <ul style="list-style-type: none"> ○ World Food day was a success, around 100 attendance, raised \$177 & 120 kg of food for Edmonton’s Food Bank ○ Learned how to structure & manage Q&A sessions. Participants were excited & engaged. Positive feedback from evaluation survey, available here. ○ Cultivating Connections: COE & Edmonton Food Council hosting opening night event at City Hall. Regional Mayors panel to discuss food security in their municipalities. Dr. Kevin Jones to moderate. C. Rakowski & K. Franke will pair 5 chefs with Kids In the Hall and there will be a wine tasting room at Kids in the Hall. ○ All speakers are required to pay for the conference, but opening night is free. 	<p>Action: E. Halpin to pass World Food Day feedback on to governance committee.</p> <p>ACTION: Events Committee to meet in early January.</p> <p>ACTION: K.Lennon to look into options for covering registration costs for EFC members.</p>		
<ul style="list-style-type: none"> ● 5.3 Governance Committee (K.Franke) <ul style="list-style-type: none"> ○ No report at this time 			
<ul style="list-style-type: none"> ● 5.4 Measurement Committee Report, 	ACTION:		





<p>provided by D.Bajer.</p> <ul style="list-style-type: none"> ○ Discussion around goals, 2 stand out: <ol style="list-style-type: none"> 1) To assess Edmonton’s food assets & systems as laid out in <i>fresh</i>, & identify agencies who can provide this information. Map changes. Create a list of assets and where to find them (such as land, fruit trees, farms,) Facilitate formal discussion. Some data is easily accessible, open data team can apply filters such as fruit-bearing trees. 2) Assess progress of Council as it relates to <i>fresh</i>. Asset Map → EFC can advise City, do ground work, and pass it off to COE, help determine mechanics. Member satisfaction, Sandra → Self assessment tool. ○ Insight survey results from August are available on open data. No identifiable information available. Second annual survey in March 2017. Revisions finalized - M. Dear & K. Lennon. Last year’s survey to be used as a benchmark. 	<p>D. Bajer to share current Food Asset Map and list with Edmonton Food Council</p> <p>ACTION: S. Ngo to post food redistribution information on Slack platform.</p>		
<ul style="list-style-type: none"> ● 5.5 Policy Committee Report, provided by M.Male <ul style="list-style-type: none"> ○ Outstanding action items from previous meeting. ○ Breathe: Edmonton’s Green Network Strategy → Met with Edmonton Food Council, food sustainability is a priority for them. Draft report due in January, Policy committee to review and respond. High level plan. Next step to review implementation plan. ○ Edmonton Metropolitan Region Growth Plan → urban growth & preservation strategy for surrounding municipalities. Density targets set high to allow for preservation of farmland. Calls for regional agriculture master plan. 	<p>Update</p>		<p>7:34 pm</p>





6. Motion: Request funding of \$20/month for Website Hosting	Motion: All in favour		7:48pm
<p>7. City of Edmonton <i>fresh</i> Implementation Updates (any information not covered in consent agenda)</p> <ul style="list-style-type: none"> • Northlands Vision 2020 • 2 Sustainability Scholar projects approved, positions are posted here. • City of Edmonton Briefing (K.Lennon) <ul style="list-style-type: none"> • City Council motion to review Northlands strategy's alignment with <i>fresh</i> & food security. Goes to City Council at the end of Q1. • Terms of Reference for Area Redevelopment on Northlands Site - Horse Barns, Racetrack and other Surplus Lands were approved by City Council on Dec.13, 2017 (Agenda Item 6.1.3). The terms of reference include a food & agriculture lens applied. The Edmonton Food Council has been named as a stakeholder in the Project Summary. • Two Sustainability scholars positions to work on <i>fresh</i>, May - August, 20hr/wk paid internship, one on surplus food redistribution, one on Policy Scan. Please circulate the job posting. • Workshop with Wayne Roberts - Feb.3 <ul style="list-style-type: none"> ○ Input on workshop with Wayne Roberts Feb 3. Please send content ideas. M. Dear suggested content → understanding best practices, purposes, life cycle, evolution & growth. Use Slack to discuss. ○ Dedicated workshop morning exclusive with EFC. Afternoon workshop open to other organizations working on food 	<p>Information</p> <p>Action: K. Lennon to send out doodle poll to determine next meeting date.</p>	K.Lennon	7:55pm





systems. K. Lennon to find venue: try River Valley Room, Chancery Hall basement. Somewhere in DT Core.			
8. Committee Reports (any information not covered in consent agenda) <ul style="list-style-type: none"> All Committees - early 2017, come with a budget for the year that you need to carry out your proposed activities 	Discuss and Approve	Committees	7:00pm
9. Discussion Items <p><u>9.1</u> Action plan - high quality surplus food redistribution (S.Ngo, S.Deelstra, K.Lennon)</p>	Tabled	All	7:15
10. Closing Remarks and Meeting Adjournment		Co-Chairs	8:06pm

Other Items:

- The Standing Committee on Alberta’s Economic Future invites input for its inquiry on growing and diversifying the agri-food and agribusiness sectors in Alberta, focusing on value-added production, small business opportunities and local food production and promotion. Written submissions will be accepted until Sunday, January 15, 2017. Study on Growing and Diversifying the Agri-Food and Agribusiness Sectors in Alberta (29th Legislature) <http://www.assembly.ab.ca/committees/abeconomicfuture/GDA/GDA.html>
- Registration is open for Cultivating Connections 2017: <https://cultivatingconnections2017.splashthat.com/>
- Subscribe to the Food in the City Newsletter (if you haven’t already): <http://www.mailoutinteractive.com/Industry/Subscribe.aspx?m=29379>

Next Quarterly Meeting: March ??, 2017, 5-8pm, Venue TBD

