



## Agenda

December 12, 2017, 5pm - 8pm

Edmonton Tower, 10111 104 Avenue, Edmonton, 3rd Floor, Room 03-345,  
Tel: 780-508-4091

Goal 1: Receive concise updates from Individuals and working groups.

Goal 2: Collectively provide input to working groups when requested.

Goal 3: Perform visioning activity (Billy).

### Attendance

COE - KL, SR

FC - BS, FE, SN, SDC, MM, SD MP, DB, LH, SC (Phone)

AGENDA ITEM	ACTION	WHO	Notes	TIME
1. Dish Up Dinner	Eat & Chat	All		5:00pm
2. Co-Chair Welcome		Co Chairs	- DB - setting up meeting with Aaron Paquette in 2018 and see if intersection with activities	5:10pm
2. Council Member Updates	Sharing	All	- Council Members Updates - went around the table and shared updates with regards to work/food	5:15pm
4. City Updates from Kathryn <ul style="list-style-type: none"> <li><a href="#">Briefing note format</a></li> <li><a href="#">Spreadsheets format</a></li> </ul>	Update	KL	<ul style="list-style-type: none"> <li>- KL - Based on Comms Group - will be reporting on what is being worked on on Administration side <ul style="list-style-type: none"> <li>- Regional Agricultural Master Plan draft Terms of Reference are complete, fresh. <ul style="list-style-type: none"> <li>- Rural municipalities pushing for task force to work on regional agricultural land</li> </ul> </li> <li>- Public markets Update <ul style="list-style-type: none"> <li>- Public Engagement on this</li> </ul> </li> <li>- Council voted in support of exempting the Downtown City Market from City Hall non-commercial policy</li> <li>- Vacant Lot Cultivation Licence - Dec.6th test-run workshop, 50 attendees, fresh is collaborating with Land and Leasing, Real</li> </ul> </li> </ul>	5:30pm





			<p>Estate and Housing Branch</p> <ul style="list-style-type: none"> <li>- Will be lots to report from this, plan still evolving</li> <li>- Updates on urban hens and urban bees programs from Community Standards staff - both going well</li> <li>- Northeast River Crossing Engagement Sessions completed - IIS staff             <ul style="list-style-type: none"> <li>- Vissers/Riverbend involved in this conversation</li> </ul> </li> <li>- Food Hub Feasibility Study draft report received from consultants             <ul style="list-style-type: none"> <li>- Working through edits - January or February to council</li> </ul> </li> <li>- Exploring idea of student food systems symposium/food lab - fresh with MacEwan and U of A             <ul style="list-style-type: none"> <li>- Lots of students contacting fresh - would be one day to bring work together - policy makers invited</li> </ul> </li> <li>- BSW Practicum Student Erin Smith completed research on community kitchen inventory             <ul style="list-style-type: none"> <li>- Mixed reception - 50/50 of who were/weren't interested</li> </ul> </li> <li>- Milan Urban Food Policy Pact             <ul style="list-style-type: none"> <li>- Want to see more Canadian Cities - working a set of indicators for Pact</li> </ul> </li> </ul>	
<p>5. 5 Year Review Update</p> <ul style="list-style-type: none"> <li>• <a href="#">Milan Urban Food Policy Pact Info</a></li> <li>• <a href="#">Milan Urban Food Policy Pact</a></li> <li>• <a href="#">Indicators</a></li> </ul>	Update	LH, DB, KL	<ul style="list-style-type: none"> <li>- KL - Milan Urban Food Policy Pact - On phone call with food systems across Canada (Toronto, Vancouver, Montreal) - meant to be aspirational             <ul style="list-style-type: none"> <li>- LH - developing indicators relates to monitoring framework</li> </ul> </li> <li>- LH - 5 Year Review - After 3 meetings goals are             <ul style="list-style-type: none"> <li>- to gain is ability to make recommendations</li> <li>- internal working group -</li> <li>- Milan Pact</li> <li>- Establish office of food and ag</li> <li>- Food Council links to City Council</li> </ul> </li> <li>- LH - Process is as follows             <ul style="list-style-type: none"> <li>- KL completes Internal Review (circulates internally FC and relations in community)</li> <li>- Context of Fresh (possibly contractor</li> </ul> </li> </ul>	5:45pm





			<ul style="list-style-type: none"> <li>coming in) - how it is positioned in the city - changes to further institutionalize it               <ul style="list-style-type: none"> <li>- Metrics - Pact/Indicators - can we put measurable indicators</li> <li>- FC surveys City Admin</li> </ul> </li> <li>- KL - June 2018 is Phase 1 - progress report and inside surveys</li> <li>- DB - next steps in the near future to provide input on recommendations and shape survey tool</li> </ul>	
6. Internal Communications Update	Update	MP	<ul style="list-style-type: none"> <li>- MP - work on Draft Communications Manual - internal (currently being worked on) and external (2018)               <ul style="list-style-type: none"> <li>- Internal - focus on only email - use google drive more robustly (done some reorg already)</li> <li>- Process - Post minutes from meetings in the google drive - get Food Council Members to follow up before the meeting on activities working/standing groups are doing                   <ul style="list-style-type: none"> <li>- Tag people and mark as completed after completing action items</li> <li>- Initial in document to show that you've read the material (Quarterly meetings specifically)</li> <li>- Committee reports must be in a week in advance</li> </ul> </li> <li>- Templates - available and should be used</li> </ul> </li> </ul>	6:10pm
6. Special Events/Markets Update	Update	SDC	<ul style="list-style-type: none"> <li>- SDC - Market update               <ul style="list-style-type: none"> <li>- definition keeps a flea market from occurring</li> <li>- All vendors will be able to operate marketing under license of market</li> <li>- Safety regulations being finalized</li> <li>- Report to council - waiting on KF approval</li> <li>- March is final report from COE</li> </ul> </li> </ul>	6:30pm
7. Strategic Planning Update	Update	Co Chairs	<ul style="list-style-type: none"> <li>- DB - there is still a need to flesh this out - personally like 4 broader goals and 2-3 small tangible goals branching off of that</li> <li>- LH - going forward?               <ul style="list-style-type: none"> <li>- DB - prioritizing, renew once working groups completed - do iterative process</li> </ul> </li> </ul>	6:45pm





			<ul style="list-style-type: none"><li>- LH - break goals down further to quarterly and related to major goals</li><li>- BS - we've worked on fresh vision - but will build our own to not implicate ourselves in others work</li></ul>	
8. Visioning Activity	Activity	BS	<ul style="list-style-type: none"><li>- Seven Years From Now Activity - <i>what is the best headline you think you could see 7 years from now?</i></li><li>- Reflect on feelings, relation to strategic plan, gaps, overlaps</li></ul>	7:00pm
9. Closing		Co Chairs		8:00pm

**Next Quarterly Meeting:** March 20, 2017, Edmonton Tower, Room 03-345

