

EDMONTON FOOD COUNCIL

Minutes

November 24, 2014 - Basement Meeting Room, Chancery Hall, 3 Sir Winston Churchill Square

Present:

M. Male, B. Swallow, J. Fisk, M. Bencz, K. Franke, M. Dear, D. Bajer

Absent:

C. Sikora, M. Woodman, H. Dinner, J. Herbert, M. LaRue, K. Kossowan, M. Bailey

Also in attendance:

H. Quan, Principal Planner, Urban Planning and Environment Branch

J. Chase, Senior Planner, Urban Planning and Environment Branch

1. Welcome

J. Fisk called the meeting to order at 6:10 p.m. J. Fisk asked for a volunteer to Chair the meeting from 7:00 p.m. onwards. M. Male accepted the invitation to Chair after 7:00 p.m.

2. STANDING ITEM - Approval of previous Minutes

J. Fisk invited everyone to review the previous Minutes for approval. B. Swallow made a motion to approve the Minutes, seconded by M. Bencz. Everyone voted in favour and the motion was carried.

3. STANDING ITEM - News and information sharing

J. Fisk invited relevant updates from everyone. Several members shared news and information.

4. STANDING ITEM - *fresh* Implementation Update

J. Fisk introduced the new standing item as a way for the Food Council to understand the progress of *fresh*. This item will be a report from Administration and will help integrate the Food Council's activities and decision with Administration. H. Quan delivered the update verbally and in writing. Important questions and discussion followed, many of which overlapped and fed other agenda items. Valuable suggestions were made regarding the format and content of the regular update, including the addition of a calendar of important dates and opportunities.

5. Draft Annual Report - DECISION ITEM

M. Male introduced the decision item carried over from the previous meeting on the Food Council's draft annual report. Comments were invited on the revised draft that was circulated via email. A number of comments were discussed and changes were suggested. M. Male and H. Quan agreed to be responsible for making additional edits. It was agreed that the second revision would then be circulated to the rest of the Food Council members for final approval via email.

6. Succession Planning

J. Fisk had identified that there were four vacancies that will need to be filled in 2015. Discussion on this item occurred during a number of other conversations during the meeting. Succession planning was identified as one of the key components of the 2015 work plan, accompanied by a final revision of the Terms of Reference to reflect the Food Council's succession planning needs. The Governance Committee will assume responsibility for this work in conjunction with Administration, who will make the final decisions on new appointments.

7. 2015 Work Plan

A thorough conversation developed, including comments from previous agenda items, that attempted to prioritize the key components of the 2015 work plan with consideration for the newly refined mandate. It was agreed that the following items will be a part of the 2015 work plan:

- Advise Administration on the Zoning Bylaw Amendment, hens and bees pilot projects, and other matters that may arise
- Recruit new members and finalize Terms of Reference
- Develop a communications strategy that activates the new website
- Develop a stakeholder and public engagement plan

The work plan will be drafted, finalized at the next meeting and submitted to Administration for approval.

8. Website Update

M. Male introduced the item and a discussion ensued on the purpose, content and logistics of maintaining the website. Time did not permit a lengthy discussion, but the question of how the website will help the Food Council fulfill its mandate arose. M. Male agreed to draft some text to address this question at the next meeting.

8. Closing Remarks

M. Male provided closing remarks and the meeting was adjourned at 7:45 p.m.