



**Chatham-Kent Food Policy Council
Minutes
Wednesday March 9th, 2016 – 5:30-7:30pm
United Way of Chatham-Kent, 425 McNaughton Ave West**

In attendance: Lyndsay Davidson (staff support), Elaine Lewis, Rick Bradley, , Julie Zaylor, Helen Heath, Noreen Blake, Carina Caryn, Mike Buis
(note this meeting did not have enough members for quorum so no decisions were made)

Regrets: Jamie McGrail, Carmen McGregor, Paul Warriner, , Todd Lozon, Penny Daniels, Rick Kucera, Audrey Ansell, James Snyder, Ron Carnahan (Chair), Stephanie Watkinson, Lynnly Hoskins (admin support), Marsha Coyne, Mallory Nowakowski, Kaitlyn Morrison, Hayley Smith, Eric Fitzgerald, Dina Edwards, Coraine Wray, Judy Sokolowski, Dr. David Colby, Daryl Vermeij, Tracy Landry-Jardine

	Discussion	Action Item
1.0 Welcome & Introductions	Lyndsay Welcomed everyone. She let everyone know that Jamie McGrail has resigned her position with the CKFPC. Things have changed and she is unable to commit fully as a member and feels that it would be better for someone else to take her place. Lyndsay will continue to recruit a member for the Agriculture sector.	
2.0 Approval of Agenda	Agenda was approved by Elaine and Seconded by Helen	
3.0 Approval of Minutes from January, 2016	Minutes were approved by Rick and seconded by Noreen	
4.0 Request from Chatham-Kent Public Library – Seed Bank	We have received a request from the CKPL about partnering on starting a Seed Bank in the library (similar to the one that has recently been started at the Windsor Library). There was some discussion that seeds used in this would need to be specific as not all seeds that are purchased are able to be re-seeded. Need to know the kinds that are being used. We could help to support the process with training. Need to consider where it fits under our strategic plan – discussion that it would fit under goals 1, 2 and 3.	Action: Lyndsay to send out the information and ask that the vote take place over email.

	<p>Motion was made “That the CKFPC support the Chatham-Kent Public Library in the creation of a Seed Library” – motion made by Rick and seconded by Elaine. Due to the lack of quorum, a final vote will need to be made. Suggested that it be sent out over email.</p>	
5.0 Lessons Learned – Strategic Planning Workshop	<p>Lyndsay attended a workshop on strategic planning in February. She found it was a lot of similar information to what we had done previously with Nancy for our strategic plan, however one of the big learnings was focused around the need to build in check points and making sure that we are not just creating indicators but we need to ensure that we are checking in on them regularly and making sure we are still on track.</p>	
6.0 Chatham-Kent Food Strategy	<p>The Food Strategy had been on hold while we have been looking for a lead to apply for the Trillium Grant. Last night the Chatham-Kent Agri-Development Committee decided at their meeting that they would be the lead agency. They have been looking for a project to take on and feel that this is a good fit. The Chatham-Kent Public Health Unit will be the backbone agency for the project. In order to move forward, one of the needs is to ensure that we have all the stakeholders in the food system agree to work on the project and commit to a common agenda. We have set a date of April 20th to bring together these stakeholders and will be inviting the CKFPC to participate as well.</p>	<p>Action: Lyndsay to send out the invite to members, if interested please attend.</p>
7.0 Strategic Planning Review 7.1 Goals	<p>A discussion around the word “healthy” was had. What does it mean, should we leave it in as it is open for interpretation. Do we need to talk about resident’s health instead? At the end it was decided to leave it with the word “healthy” included.</p> <p>Goal #1 – remove “facilitate opportunities to provide info sessions for community on relevant topics” as this is an action that can be built into other areas to reach an objective.</p> <p>A discussion was had around the Food Strategy and the connection to the Strategic Plan. It will be important that the work for the food strategy be incorporated into the Plan as this will be something that we will be heavily involved with. Currently the Strategic Plan we are working to develop is a 3-5 year plan; should this be changed to a 1-2 year plan instead to focus on the food strategy and once that is complete and the directions from the strategy are created we can ensure that the work we are doing is supportive of the strategy. It was decided that this would be a more appropriate way to focus this strategy.</p>	

	<p>Goal #4 – Changed to knowledge focusing on research at this time to support the strategy.</p> <p>Goal #5 – Suggestion to remove policy as this is a longer term goal – we will not be ready to make any specific policy recommendations yet. Discussion that there could be things that come as requests from the Board of Health. We could still assist with these as they come up. It was suggested to review the Terms of Reference to include them there as a responsibility for the CKFPC.</p>	
7.2 Objectives	Not reviewed	
7.3 Action Steps	Not reviewed	
7.4 Three Year Priority Setting	Not reviewed	
8.0 Update/sharing on happenings in Chatham-Kent	No updates. It was decided that at this time we need to get the Strategic Plan complete and at our general meetings there isn't enough time. An additional meeting will be added for April 7 th from 5:15 to 8:30 pm. Location will be at the United Way office.	Action: Lyndsay to send out additional meeting invite.
9.0 Adjournment	Meeting was adjourned at 7:30 pm	

Next Meeting Dates:

Large Group Meeting: **Wednesday May 11th at the United Way Office, 425 McNaughton Ave West, 5:30-7:30 pm** Individual Committees
 Food Skills – meetings will be the second Tuesday of the month from 5-7 pm at the Health Unit, 435 Grand Ave West
 Food Access and Availability – meetings will be the third Tuesday of the month from 5-7 pm at the health unit.