

Agenda



Chair: Carmen McGregor
Minute Recorder: Lynnly Hoskins
November 29th, 2023
9:30 – 11:30 am
430 Riverview Drive, Chatham ON (Masonic Temple)

Attendance: Sharmini Balakrishnan, Allison Heavens, Carmen McGregor, Derwyn Armstrong, Jacques Tetrault, Jennifer Crowell, Jess Snobelen, Jim Brackett, Karen Green, Kim Howland, Leah Azevedo Cabral, Mike Buis, Nathen Dube, Nicole Shaw, Sherri Gray, Susan Fulmer

Regrets: Dana Boyd, Magdiel Hoste, Erica Bennett, Rosemary Montgomery, Kim Sonneveld, Olena Manoilo, Renee Geniole

Agenda Item	Discussion	Person bringing forward
1.0 Welcome & Introductions (20 minutes)	Name, a bit about yourself, why joined the council – all attendees introduced themselves & explained a bit about themselves and why they are interested in being on the committee. Derwyn gave an update on the background of FPC.	Carmen
2.0 Public Health Presentation - Orientation to CKFPC (15 minutes)	Staff Support from CKPH: provide background on CKFPC and FPCs in general – Sharmini presented powerpoint on what CK Food Policy is & what the committee will assist with. Will share with members via email. Leah will provide input into Education position since it's currently vacant and they are professor at Lambton college. Susan will provide input into emergency food provider position as they run the food bank out of Wheatley. Sharmini to provide update at next meeting re: Grown in CK Brand	Sharmini
3.0 New member orientation (15 minutes)	Review orientation package, answer questions from members – No questions	Sharmini

<p>4.0 Determine meeting format (5 minutes)</p>	<p>Group to discuss in-person and virtual meeting options:</p> <ul style="list-style-type: none"> - Virtual option via Microsoft Teams if members need it (check comfort level with virtual option) <p>If transportation an issue for in-person meetings, we can cover the cost</p> <ul style="list-style-type: none"> - Meetings will be in-person BUT hybrid meetings to be available if needed. Committee members agreed to virtual option being available for all meetings but highly encourage in-person attendance. 	<p>Carmen</p>
<p>5.0 Review TOR and approve (20 minutes)</p>	<p>Discuss and approve with members – Committee to go over package that was sent via email.</p> <ul style="list-style-type: none"> - Jim bracket – strike out the “must” under “Membership” as it says “Members must endorse the vision, mission, and values...”. TOR will be amended. Carmen said this a living document, so we can change this as appropriate. - Discussion re: 3 year term for members. Keep the 3 year term for members since membership could change due to various reasons. - Chair will have different term since they need to be a councillor on BOH. Amend TOR to: Chair position to align with Municipal Councillor term. - If chair is not engaged FPC to seek BOH assistance. Make this amendment in TOR. - Written minutes will be approved before posted to website. If meeting is recorded will be deleted once written minutes are approved. Make this amendment in TOR. - Sharmini to update TOR. <p>TOR accepted as modified TOR.</p>	<p>Carmen</p>
<p>6.0 Election of Vice-chair & Secretary (5 minutes)</p>	<p>Members to volunteer to be vice-chair and secretary (see TOR for details on roles and responsibilities) – Derwyn elected to Vice Chair. Allison elected Secretary.</p>	<p>Carmen</p>

7.0 Roundtable Updates (if needed)
(10 minutes)

Members to share any relevant updates from the community/their organization –

All

Derwyn – future gardens will be created at the Masonic Temple & Wallaceburg CKCHC in Spring 2024.

Carmen

- At next meeting, discuss CKFPC and community accomplishments. Also create calendar (strategic plan) with what plans are for the year and direction of where committee is going. Will create sub-committees from that as well. Will review the CK Food Strategy that was developed in 2019-2020 and prioritize action items.
- Invite Huda Oda from Mun-CK for green box program that will be introduced by CK. Invite Rebecca Haskell Thomas from CK for DEIJ committee. **Sharmini** will reach out to them.

Jacques Tetreault - All Agri farmers are members of farm organizations:

- 1-CFFO Christian Farmers Federation Ontario
- 2-Ontario Federation Ontario/KFA Kent Fed. Agriculture (district)
Jim Brckett
- 3-O-NFU Ontario-National Farmers Union
- What CFFO and other organizations do is establish "Policies" on different issues
- CK has well established Agricultural College
Ridgetown Agricultural College AKA University of Guelph and
OMAFRA Ontario Ministry of Agriculture Food Rural
Affairs contact Kevin Montgomery

Mike Buis – spoke about doing an education for youth.

- Growing food teaching in schools? Add to project timelines. Look into reaching out to other committees to be on-board with teaching for education. Reach out to OMFRA & Libro for funding.
- Sharmini to send out CK Food Strategy to build on it.

	<ul style="list-style-type: none"> - Lynnly & Sharmini to create survey to send out with CK Food Strategy Food Action Plan choices to prioritize and then discuss at next meeting - Members to review the CK Food Strategy and complete the survey <p>Carmen – 7.0 will be a standing agenda item to ensure all members can share updates</p>	
<p>8.0 Next Meeting & Wrap Up (5 minutes)</p>	<p>Can send survey to determine next meeting date (with option for PM as works for members currently not here) OR moving forward, we can set two ‘standing/reoccurring’ meeting dates that alternate between AM and PM</p> <ul style="list-style-type: none"> - Plan to meet again in January or February as next meeting and also book the 5 face to face meetings needed for the year. - Committee decided on the 4th Thursday of the month in the morning (930-1130AM) to be regular meetings. - Sharmini to look into room bookings to accommodate virtual option & will send out meeting invites. 	<p>Carmen</p>
<p>Next meeting – TBD</p>	<p>Chair: Carmen</p>	