

## **Vancouver Food Policy Council Meeting Minutes**

Tuesday, February 28, 2006

Vancouver City Hall, Strathcona Room

### **Present:**

**Council Members:** Barb Seed, Carol Christopher, \*David Van Seters, \*Heather Pritchard, Herb Barbolet, Miriam Palacios, \*Shefali Raja, Spring Gillard, Stephen Hall, Sue Moen, Susan Kurbis

**Co-Chairs:** Carol Ranger, John Van Luven

**Staff:** Wendy Mendes, Devorah Kahn

\* denotes partial attendance

**Regrets:** Aron Bjornson, Peter Ladner, Graham Riches, Corinne Eisler, Karin Schreurs, Brian Holl.

### **1. Introductions**

8 guests introduced themselves to the Council

### **2. Review & Acceptance of the Agenda**

Addition of Agenda Items:

2.1 Announcement

2.2 News from the Community

### **3. Review & Acceptance of the minutes from November 22<sup>nd</sup>, 2005**

Minutes accepted as amended.

### **4. Staff Updates** *(as distributed)*

4.1 - Food System Planner

4.2 - Food Policy Coordinator

(Brainstorming session with Sustainability staff group - areas identified for projects - input from Council members welcome - W.M.)

### **5. Business Arising:**

*5.1 - October joint food security conference:*

It was agreed upon by consensus that The Vancouver Food Policy Council will take an active role in welcoming the joint Community Food Security Coalition and Food Secure Canada conference to Vancouver in October 2006.

Welcoming roles include:

- a) supporting staff time of the Food Policy Coordinator and volunteer time from Food Policy Council members as appropriate;
- b) offering to present a workshop in conjunction with other municipal Food Policy Councils on the importance of their roles.

*5.2 - Update on membership and review process:*

There is no update on the review process. As a result, the membership committee needs to wait until we hear a formal report to move forward with membership issues.

**6. Follow up from January workshop with Wayne Roberts & Lori Stahlbrandt:**

- 6.1** - After the workshop, Deborah asked all that attended to submit their top five items from the workshop. Soon thereafter, an open agenda planning meeting was held to review the feedback and plan for the future. The top five items were collated and reviewed at the agenda planning meeting. Two themes emerged: 1) What we are and 2) what we do - including an outline for the structure of meetings. It was the consensus of the 5 members to implement the suggested changes over a 2 - 3 months. As a result of the workshop, the general good feelings it generated and the work that has arisen from it that the VFPC embrace their placement within the City structure. This will assist us with moving forward.

CONCEPTS COMPLETED FROM WORKSHOP FEEDBACK FROM VFPC MEMBERS

**Our Vision (from November goals exercise):**

1. Eliminate hunger
2. Ensure access to adequate, safe, nutritious and culturally appropriate food in a dignified manner.
3. Strengthen the local food economy by advocating for local farmland preservation and promoting the production, distribution and sale of local food.
4. Promote a food system that improves the health and diversity of the natural environment, avoids the use of chemicals and reduces food wastes.
5. Encourage food related activities that build community and increase participation in the food system.

**Mandate**

- Be at the centre of food system dialogue
- Be a hub of connectivity and networking
- Be the face and voice of food security in Vancouver
- Be the interface between community, city staff and elected officials
- Be catalysts, "a catalytic organization"
- Be ambassadors / representatives for food security and the Vancouver Food Policy Council
- Speak with one voice externally: community, peers, media, politicians, business and general public
- Use linkages to add value to existing programs / issues
- Assist citizens groups to relate to municipal government
- Respond to political opportunities
- Be an assets based organization
- Solution focused
- Dialogue, debate and discussion

### Who We Are and What We Do

"We are the interface between community / city staff / elected officials. We work with the community, we have the support of city staff to accomplish goals, we have the ears of politicians."

The arena in which we are functioning:

<p><b>Vancouver Food Policy Council</b></p> <p>Affecting policy through work on:</p> <ul style="list-style-type: none"> <li>▪ Issues</li> <li>▪ Programs</li> <li>▪ Building community capacity</li> <li>▪ Responding to political opportunities</li> <li>▪ Recommending policy</li> </ul>
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<p><b>Short Term Objectives</b></p> <ul style="list-style-type: none"> <li>▪ Increase credibility of Vancouver Food Policy Council</li> <li>▪ Increase the profile of the Vancouver Food Policy Council</li> <li>▪ "be go-to organization"</li> </ul>
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### Strategies

Strategy	Action
<ul style="list-style-type: none"> <li>▪ E-mail list</li> </ul>	<ul style="list-style-type: none"> <li>▪ Sign-up sheet wherever we are involved</li> <li>▪ Work with social planning tech</li> </ul>
<ul style="list-style-type: none"> <li>▪ Co-sponsor events</li> </ul>	<ul style="list-style-type: none"> <li>▪ Say yes to opportunities</li> <li>▪ Be proactive</li> </ul>
<ul style="list-style-type: none"> <li>▪ Say yes to every public exposure opportunity.                             <ul style="list-style-type: none"> <li>○ Speaking engagements</li> <li>○ Community representation</li> <li>○ media</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>▪ Staff and Council members to identify selves as VFPC member</li> <li>▪ Be available to speak</li> <li>▪ Be an ambassador for VFPC                             <ul style="list-style-type: none"> <li>○ Business cards for Council members</li> </ul> </li> </ul>
<ul style="list-style-type: none"> <li>▪ Develop messaging strategy - one voice - clear concise message</li> </ul>	<ul style="list-style-type: none"> <li>▪ Education for whole of VFPC</li> <li>▪ Develop key messages</li> <li>▪ Designate spokes people</li> </ul>

Structure - Council				
Recommendations	What is required and Who will do it ?	Action between Meetings	March	April
Develop a Steering Committee	- Develop terms of reference. - Election - Ad hoc committee	Circulate draft	- Ratify - Call for members - Election	In place
Develop system of alternates (high profile)	- Develop Policy - look at T.O. - Ad hoc committee	Coordinate with membership committee	- Ratify	<i>(on hold until Review completed)</i>
Conflict of Interest protocol	- Get from T. O. - Devorah, ad hoc committee	Circulate draft	- Discuss recommendations - Ratify	In place, read at this meeting
Conflict Resolution protocol & sub committee (ad hoc)	- Get from T. O. - Devorah, ad hoc committee	Circulate draft, call committee prn	- Discuss recommendations - Ratify - Call for members (ad hoc)	Available when necessary
Develop Attendance Policy	- Get from T. O. - Devorah, ad hoc committee	Circulate draft	- Discuss recommendations - Ratify	Implement
Standing Committees as needed	- Develop terms of reference - Get from TO and review - Devorah, Standing Committee	Circulate draft	- Discuss recommendations - Ratify - Call for members	In place
Review current subcommittees - utilize work / dissolve?	- Committees to meet - Discuss future, utilize work / dissolve? - Liase with others they want involved	Determined by each subcommittee	- Discuss recommendations - Ratify	Implement

**Action:** Carol C., Sue M., Carol Ranger volunteer to research the "Council related" tasks outlined under Structure. Our March meeting will incorporate some of the suggested changes.

<b>Structure - Meetings</b>				
<b>Recommendations</b>	<b>What is required and Who will do it ?</b>	<b>Action between Meetings</b>	<b>March</b>	<b>April</b>
"Consent" Agenda items	<ul style="list-style-type: none"> <li>- Council members commit to read materials before meetings</li> <li>- Chairs to bundle items</li> </ul>	Do it	Consent Agenda begins	
Education Session at every meeting	<ul style="list-style-type: none"> <li>- Brainstorm topics</li> <li>- Seek out speakers</li> <li>- Devorah, FP Council</li> </ul>	Ideas to Devorah, who will put out calls to speakers	- Possible education session	Education Session
Debate & dialogue around current issues (suggested by Stephen Hall)				
Profile local food businesses - start of every meeting	<ul style="list-style-type: none"> <li>- Brainstorm business</li> <li>- Book business</li> <li>- Devorah, FP Council</li> </ul>	Ideas to Devorah, who will start the process	- Update to Council	Local food business profiled
Provide monthly awards/recognition for food business	<ul style="list-style-type: none"> <li>- Determine award details, what who presents, who signs</li> <li>- Devorah, FP Council</li> </ul>	Research award details and circulate to FP Council	<ul style="list-style-type: none"> <li>- Discussion</li> <li>- Decision on award</li> </ul>	Presentation of 1 <sup>st</sup> Award

- 6.3 - **reviewing current sub-committees** - moving forward - sub committees will meet between Council Meetings and determine their next action and report back to the FP Council in March.

**7. New Business:**

7.1 - *Vancouver City Council composting motion* - Letter of support for the Composting motion suggested. Cost and impact require discussion by the FPC.

**Action:** Wendy Mendes to draft a letter of support for the research, i.e. "the FPC looks forward to the opportunity to support and contribute". Wendy to disseminate draft letter of support to the FP Council Members for approval, prior to forwarding to City council.

7.2 *Announcement*

Wendy Mendes, announced her completion of her PHD this past November and has accepted a job offer in Toronto beginning July 2006.

7.3 *News from the Community*

Sue Moen reported that the Union Gospel Mission is planning a garden on the rooftop of their new property, and she has suggested an edible garden. UGM was very positive around adopting this plan.

**8. Meeting adjourned at 9:25 pm.**