

**Sustainable Business Initiative
Working Group
Meeting Minutes – June 17, 2013**

In Attendance: Brigid Ayotte, Cathy Mitchell, Diane Camelford, Alex Mortlock, Rob Arkell

Committee Membership

- Melanie Kawalec has resigned from the working group citing workload and overlap with other Sustainable Peterborough representation on committee

Terms of Reference

- Reviewed updated draft Terms of Reference developed by Melanie
- Reviewed and confirmed revised descriptions of terms educate/motivate/empower
- Rob also asked if someone could step in as Co-Chair
- *Action: Rob to distribute finalized Terms of Reference to Committee members*
- *Action: Committee to come back to next meeting with an answer about possible Co-Chair*

Work Plan

- Will focus on quarterly events – next events will be 3rd quarter and 4th quarter 2013
- 3rd quarter Event will be Low Hanging Fruit in September – Rob Arkell the lead
- 4th quarter event will be possible event focusing on Local Food Act and the Impact on local businesses. Perhaps invite a government official to speak.
- Brigid had noted that this may overlap with activities of the Sustainable Peterborough Ag & Local Food Working Group. Important that the two working groups collaborate and not duplicate
- *Action: Brigid to follow up with Linda re: possible collaboration and bring back to the working group.*
- *Action: Holiday Inn – Cathy & Rob to meet re local food event after Brigid has spoken to Linda and discussed with Working Group*
- Community Foundation of Greater Peterborough – will likely repeat 7 Days of Green event – will run Apr. 16th - 22nd

Next Meeting: Thursday, July 25th – 3pm – 4pm