

## Healthy Meetings and Events Policy



SECTION	DATE	Approved by By-law Number:	PAGE	OF
Human Resources	September 13, 2016	104-2016	1	2
SUBSECTION	Supersedes By-law Number:		POLICY NO.	
General	N/A		HR 2-25	

### **Purpose**

Heart disease, cancer and stroke are the leading causes of premature death in Canada. These conditions are commonly linked to what we eat and how active we are. This policy is designed to create a supportive environment of healthy eating and physical activity at any meeting or event led by the City of Kenora.

### **Scope**

This policy applies to all situations where staff are organizing and/or planning for community events, meetings, workshops, or educational sessions for employees, management, volunteers, clients, guests and partners.

### **Definitions:**

**Healthy Choices:** Refers to a variety of nutritious food and beverages that are consistent with the four food groups identified in the *Eating Well with Canada's Food Guide*, that are prepared with little or no added fat, salt, or sugar, and are free of industrially produced trans-fat.

**Cultural Preferences:** Refers to local cultural traditions or customs involving food or meal items.

**Dietary Needs:** Refers to food allergies, intolerances, or dietary restrictions, whether religious, cultural or medical.

**Safe Food Handling Practices:** Refers to all steps in the preparation of food including purchase, storage, serving, etc. that minimize the possibility of food borne illness.

## Healthy Meetings and Events Policy

Policy Number	Page	Of
HR 2-25	2	2

**Physical Activity:** Any bodily movement produced by skeletal muscles that require energy expenditure.

### **Policy**

The City of Kenora will facilitate healthy meetings and events designed to always take into consideration healthy eating, physical activity and environmental impact:

1. Healthy choices are provided when food and beverages are offered at meetings and events.
  - a. Include vegetables and fruit options
  - b. Ensure water is always available (tap water when possible)
  - c. Accommodate dietary needs and cultural preferences
2. Opportunities for physical activity are incorporated into all meetings and events lasting longer than one hour.
  - a. Encourage participants to stand and move as needed
  - b. Make physical activity breaks an agenda item
3. Safe food handling practices and environmentally friendly options are considered at all meetings and events.
  - a. Limit individual packaging
  - b. Use re-usable plates, cups, and utensils

### **Related Documents**

The following related documents served as the basis for this policy:

[Northwestern Health Unit Healthy Meetings and Events](#)

[City of Hamilton Healthy Food and Beverage Policy](#)

[Eating Well With Canada's Food Guide \(Health Canada, 2007\)](#)