



Staff Report

Administration

Report To: Committee of The Whole
Meeting Date: January 16, 2019
Report Number: FAF.19.012
Subject: Appointment of one Council Member to the Agricultural Advisory Committee
Prepared by: Shawn Everitt, Interim CAO

A. Recommendations

THAT Council receive Staff Report FAF.19.012, entitled "Appointment of one Council Member to the Agricultural Advisory Committee";

AD THAT Council approve the Agricultural Advisory Committee Terms of Reference to include one member of Council as presented;

AND THAT Council appoint _____ as Council representative on the Agricultural Advisory Committee;

AND THAT Council direct staff to provide staff resources required to assist in the review and revision of the existing Terms of Reference dated 2008

AND THAT the Agricultural Advisory Committee with staff resources being provided review and update the existing Terms of Reference dated 2008 and bring forward a revised draft Terms of Reference for future Council review and consideration.

B. Overview

This report recommends the appointment of one member of Council to the Agricultural Advisory Committee and that the Terms of Reference be revised to include the one member of Council representation. The report also recommends that a revised draft Terms of Reference including the proposed composition and mandate of the Committee be brought forward to Council in the future for Council consideration.

C. Background

At the December 17, 2018 meeting of Council, staff received direction from Council to bring forward a report recommending that one member of Council be added to the Agricultural Advisory Committee.

This report provides the existing Agricultural Advisory Committee Terms of Reference for information as well as the supporting report being PL.08.04 which can be referred to in Attachment 1 of this report.

In February of 2008 Council approved the Terms of Reference and authorized staff to advertise for volunteers for the Agricultural Advisory Committee.

At this time, staff recommend a review and updating of the Terms of Reference would be beneficial to the Committee members as well as Council and Staff.

The work and commitment that the previous committee members have provided has been of great value and staff appreciate those efforts.

D. Analysis

With the direction of Council, this report is being considered for the appointment of one member of Council to the Agricultural Advisory Committee.

Staff are recommending that the Advisory Committee work with staff to develop a revised draft Terms of Reference that includes reviewing the current Committee composition.

In addition, as part of the drafting of the Terms of Reference, staff is also recommending that a specific Town Department responsible for the Agricultural Advisory Committee be identified and that specific staff resources also be identified. In addition, a review of the required budget and appropriate resources are provided to ensure the success of the Committee moving forward. Currently the Towns Infrastructure and Public Works Department provides resources to the Advisory Committee.

E. The Blue Mountains Strategic Plan

Goal #1: Create Opportunities for Sustainability

Objective #1 Retain Existing Business

Objective #2 Attract New Business

Objective #3 Promote a Diversified Economy

Objective #4 Support Value-Added Agriculture and Culinary Tourism

Objective #5 Improved Visibility and Local Identity

Goal #2: Engage Our Communities & Partners

Objective #1 Improve External Communication with our Constituents

Objective #2 Use Technology to Advance Engagement

Objective #3 Strengthen Partnerships

Goal #3: Support Healthy Lifestyles

Objective #1 Promote the Town as a Healthy Community

Objective #2 Increase the Range of Housing Choices and Promote Housing Affordability

Objective #3 Manage Growth and Promote Smart Growth

Objective #4 Commit to Sustainability

- Goal #4: Promote a Culture of Organizational & Operational Excellence
- Objective #1 To Be an Employer of Choice
 - Objective #2 Improve Internal Communications Across our Organization
 - Objective #3 To Consistently Deliver Excellent Customer Service
 - Objective #4 To Be a Financially Responsible Organization
 - Objective #5 Constantly Identify Opportunities to Improve Efficiencies and Effectiveness
- Goal #5: Ensure Our Infrastructure is Sustainable
- Objective #3 Implement Best Practices in Sustainable Infrastructure
 - Objective #4 Ensure that Infrastructure is Available to Support Development

F. Environmental Impacts

A key focus of the overall Agricultural significance of the Community will be the main mandate of this Committee.

G. Financial Impact

Staff resources. Future and ongoing impacts to be determined.

H. In consultation with

Senior Management Team

I. Public Engagement

The topic of this Staff Report has not been subject to a Public Meeting and/or a Public Information Centre as neither a Public Meeting nor a Public Information Centre are required. However, any comments regarding this report should be submitted to Shawn Everitt, cao@thebluemountains.ca.

J. Attached

1. Staff Report PL.08.04 Agricultural Advisory Committee
2. Revised Terms of Reference including one member of Council

Respectfully Submitted,

Shawn Everitt
Interim Chief Administrative Officer

For more information, please contact:
Shawn Everitt, Interim CAO

cao@thebluemountains.ca
519-599-3131 extension 232

STAFF REPORT: Planning



REPORT TO: Mayor & Members of Council
MEETING DATE: February 04, 2008
REPORT NO.: PL.08.04
SUBJECT: Agricultural Advisory Committee
**PREPARED BY: Peter Tollefsen,
 Director of Planning**

A. Recommendations

THAT Council approve the Terms of Reference for an Agricultural Advisory Committee as well as authorize staff to advertise for volunteers.

B. Background

At the October 10, 2007 Council meeting, Jacquie Hendry (Regional Director, Ontario Federation of Agriculture) was a delegation and made a presentation regarding the value of having an Agricultural Advisory Committee to give the Town input on agricultural issues.

The item was referred to staff which is the purpose of this report.

Staff see merit in having such a group as it would afford the Committee the ability to comment on policy issues such as Minimum Distance Separation, Official Plan and other Town matters affecting the rural area, such as rural economic development, and it would give the municipality valuable input.

This Committee would provide advice to staff. The feedback would be used for reports to Council. Attached to this report is the Proposed Terms of Reference for an Agricultural Advisory Committee.

A maximum of eight (8) voluntary members who are appointed by Council, for a term ending November 30, 2010, with a majority membership of five (5) constituting a quorum. The Committee would meet periodically or at the call of the Town when there are items requiring feedback on.

C. Strategic Plan

By reviewing input on rural issues will enable the Town to plan and meet the following goal:

“Managing Growth to ensure the ongoing health and prosperity of the community”.

D. Budget Impact

Staff time would be involved in setting up the Committee and attending meetings. Room rental required for meetings at approximately seven (7) meetings in 2008 (hall rental @ approx. \$90.00 = \$630.00). There are funds in the Planning Department’s operating budget for meeting expenses (Account No. 62020).

E. Attachment

1. Agricultural Advisory Committee Terms of Reference

Respectfully submitted,

Peter Tollefsen, Director of Planning
26 Bridge Street, PO Box 310
Thornbury, ON NOH 2PO
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Fax: 519-599-3018
E-mail: ptollefsen@thebluemountains.ca

February 04, 2008

**AGRICULTURAL ADVISORY COMMITTEE OF THE BLUE MOUNTAINS
TERMS OF REFERENCE**

1.0 Goal

- 1.1 To identify, review, discuss and make recommendations to staff on agricultural related issues.

2.0 Mandate

- 2.1 The Agricultural Advisory Committee of the Town of The Blue Mountains (AAC) is a volunteer advisory committee established by the Municipality in accordance with these Terms of Reference. Committee members are bound by these Terms of Reference while providing advice to the staff of the Town of The Blue Mountains.

2.2 Scope of Committee Activities

The scope of the Committee shall include activities such as:

- a) Providing advice, comments and recommendations on issues and concerns of farmers and agricultural organizations.
- b) Reviewing and commenting on proposed Official Plan Policy and any Zoning By-law Amendments that affect the agricultural area.
- c) Identifying key issues of concern for farmers which can be addressed by municipal government.
- d) Providing advice, comments and recommendations on economic strategies, development plans or studies dealing with agriculture and a wide range of other rural issues.
- e) Advising Town staff of changes and key issues within the agricultural industry.
- f) Identifying and recommending programs which encourage

public awareness, land stewardship and education of agricultural and rural issues.

3.0 Committee Composition

- 3.1 The Agricultural Advisory Committee of the Town of The Blue Mountains shall consist of eight (8) voluntary members who are appointed by Council for a term ending November 30, 2010, to coincide with the term of Council. A majority of the membership, five (5), shall constitute a quorum.
- 3.2 Members of the Committee to be appointed should represent as many of any of the following groups as possible:
- a) Grey Cattlemen's Association (1)
 - b) Georgian Bay Fruit Growers Association (1)
 - c) Christian Farmers (1)
 - d) National Farm Union (1)
 - e) Ontario Federation of Agriculture (1)
 - f) Young Farmers (1)
 - g) Organic farming (1)
 - h) Sheep Producers/Dairy Farmers (1)
- 3.3 The members shall possess expertise, experience and willingness to devote the necessary time to the Committee. Members will be selected to provide an appropriate representation of various agricultural interests (dairy, beef, apple, tender fruit, greenhouse, cash crops, commodity groups, etc.).
- 3.4 Openings for membership shall be publicly advertised. All of the farming public and any nominated representative of an organization involved in agricultural and rural issues are invited to apply. Applicants must live in the Town and will submit the attached application form to the Town of The Blue Mountains Clerks Department. Applicants shall possess knowledge of agricultural issues within The Blue Mountains and a Farm Business Registration (FBR) Number, preferable (but not mandatory). Applicants may also possess relevant farm experience, technical training in an agriculture-based field, and/or current involvement in agricultural activities. Members will be formally appointed by Town Council.

- 3.5 Resource People to Attend Meetings will include appropriate Town staff.
- 3.6 A Chair and Vice-chair shall be selected by the Committee and both must be a member of the Committee.

4.0 Meetings and Reporting

- 4.1 The Town of The Blue Mountains shall schedule the location and frequency of meetings. It is anticipated an average of once a month. Committee members, if absent for three consecutive meetings without a reason being given at least 24 hours in advance of the meeting, will be considered to have lost interest in the Committee and will be informed of his or her being removed from the Committee. If any member is removed from the Committee or resigns from the Committee, the Clerk of the Town of The Blue Mountains shall be informed and a new member shall be appointed by Council.
- 4.2 The Committee, by resolution or through its Chair, may invite any individual, interest group, agency or staff to appear at a meeting as a delegation or to submit or present information that will assist the Committee in carrying out its mandate.

5.0 Communicating with the Municipality

- 5.1 Recommendations from the Committee shall be submitted to appropriate Town staff for inclusion in reports to Council.

January 16, 2018

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- e) Advising Town staff of changes and key issues within the agricultural industry.
- f) Identifying and recommending programs which encourage

public awareness, land stewardship and education of agricultural and rural issues.

3.0 Committee Composition

- 3.1** The Agricultural Advisory Committee of the Town of The Blue Mountains shall consist of eight (8) voluntary members who are appointed by Council for a term to coincide with the term of Council plus 6 additional months for transition post municipal election. **The Committee will also have one (1) member of Council, that is appointed by Council. The Mayor acts as an ex-officio member with full voting rights. A majority of the membership, five (5), with at least one (1) of Council being attendance shall constitute a quorum.**
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 - i) Council Representative (1)**
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