

**Agenda Item: D.8**

Request for Decision

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| **Title**  | **Bylaw 1515/20 – Agricultural Service Board Bylaw – Second and Third Reading** |
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| **Proposed Motion** | 1. That Council give second reading of Bylaw 1515/20 as amended.
2. That Council give third reading of Bylaw 1515/20.
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| **Administrative****Recommendation** | Administration recommends that Council give second and third readings of Bylaw 1515/20 to establish the Agricultural Service Board.  |
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| **Previous Council Direction** | October 13, 2020 Regular Council MeetingMotion 464/20: That Council give first reading of Bylaw 1515/20.November 12, 2019 Regular Council MeetingMotion 452/19: That Council direct Administration to prepare separate bylaws establishing the terms of reference for the Agricultural Service Board, Agricultural Pest Act Appeal Committee, Calahoo Villeneuve Sand and Gravel Advisory Committee, Community Services Advisory Board, Economic Development Board, Environmental Protection Appeal Board, Soil Conservation Act Appeal Committee, Weed Control Act Appeal Committee, Boards and Committees Selection Committee, Emergency Advisory Committee, and Transportation Advisory Committee.  |
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| **Report** | **Background Information**2019 Council Committees Review* In 2019, Council directed Administration to conduct a review of the Council Committees structure and to provide recommendations to Council on how the structure could be improved.
* The 2019 Council Committees Review Report, which was presented to Council on November 12, 2019, identified that section 21 of the existing Council Committees Bylaw 1381/16 authorizes each Council Committee to prepare a Terms of Reference document for recommendation to Council. However, section 145 of the *Municipal Government Act* (MGA) requires that Council Committee terms of reference be established by bylaw, not by Council resolution.

Establishment of an Agricultural Appeal Board* Section 1(1)(f) of the MGA defines a “Council Committee” as a committee, board, or other body established by Council under the MGA but does not include an assessment review board or a subdivision and development appeal board.
* Currently, Bylaw 1381/16, the Council Committees Bylaw, establishes the Agricultural Service Board as a Council Committee.
* As the Agricultural Service Board is established under the *Agricultural Service Board Act*, it is not considered a Council Committee and therefore cannot be included in a Council Committees Bylaw.

Bylaw 1515/20 – A Bylaw to Establish an Agricultural Service Board* Administration is presenting Bylaw 1515/20 to establish the Agricultural Service Board (ASB) under a bylaw separate from the Committees Bylaw.
* In Spring 2020, the Director of Corporate Services attended two Agricultural Service Board meetings to consult on the existing terms of reference. The feedback from those consultations has been incorporated into the draft Bylaw presented for Council’s consideration.
* The draft Bylaw does not fundamentally change the purpose, function, or mandate of the ASB. The *Agricultural Service Board Act* is prescriptive, and the provisions of that Act have been incorporated into the Bylaw proposed for first reading.
* Council gave first reading of Bylaw 1515/20 at the October 13, 2020 Council meeting.

Proposed Amendments Since First Reading* Administration recommends an amendment to section 7.7 of the Bylaw to clarify that the Board holds meetings, not hearings. Further, it is recommended that this section be amended to clarify that meetings shall be audio recorded.
* An amendment to section 9.3 of the Bylaw is recommended to reflect that the official record of the Board is its minutes, not a board decision.

External CommunicationNo external communication is planned.Relevant Policy/Legislation/Practices:* *Municipal Government Act*, section 145
* *Agricultural Service Board Act*
* Council Committees Bylaw 1381/16
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| **Implication of Administrative Recommendation** | Strategic Alignment:**Strong Local Governance and Regional Leadership** – Conducting a thorough review of the Council Committee structure and providing recommendations to Council for improvement contributes to strong local governance and creates opportunities for the public to be involved in local decision-making. Organizational:Legislative Services will implement Council’s direction.Financial:None.  |
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| **Alternatives Considered** | Council could amend Bylaw 1515/20 before passing it. |
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| **Implications of Alternatives**  | Organizational:The implications are dependent on the amendments proposed. Financial:None. |
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| **Follow up Action** | 1. Obtain Mayor and CAO Signatures on the Bylaw (Legislative Services, November 2020).
2. Post the Bylaw to the County’s website and circulate to Agricultural Service Board members (Legislative Services, December 2020).
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| **Attachment(s)** | 1. Bylaw 1515/20 – Agricultural Service Board Bylaw – Redline with proposed amendments
2. Bylaw 1515/20 – Agricultural Service Board Bylaw as amended
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| **Report Reviewed by:** | Jesse Sopko, Director, Corporate ServicesReegan McCullough, County Commissioner – CAO  |

**Strategic Alignment Checklist**

**Vision:** *Sturgeon County: a diverse, active community that pioneers opportunities and promotes initiative while embracing rural lifestyles.*

**Mission:** *Provide quality, cost effective services and infrastructure to meet the diverse needs of the Sturgeon County community, while improving competitiveness and sustainability.*

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| **Focus Areas** | **Not consistent** | **N/A** | **Consistent** |
| **Planned Growth and Prosperity** |  |  |  |
| *We encourage varied and integrated enterprises that enhance our strong economic* *base, while balancing the needs of the community and natural environment.**(Strategic Plan and MDP pg. 36)* |[ ] [x] [ ]
| * *Supports a strong thriving business environment to strengthen our economic foundation*
 |[ ] [x] [ ]
| * *Plans for responsible growth through the MDP and regional growth plan.*
 |[ ] [x] [ ]
| * *Manages growth for current and future developments through:*
	+ *transparent bylaws, policies and processes to enable responsible land development*
 |[ ] [ ] [x]
| * + *targeting growth around existing and identified future growth areas*
 |[ ] [x] [ ]
| **Maintain and Enhance Strong Communities** |  |  |  |
| *We are committed to a safe and viable community, where our residents are* *provided with access to opportunities and quality of life.* *(Strategic Plan and pg. 27 MDP)* |[ ] [x] [ ]
| * *Provides access to programs and services that have a positive impact on residents’ quality of life*
 |[ ] [ ] [x]
| * *Provides access to safe and reliable infrastructure assets*
 |[ ] [x] [ ]
| * *Supports the safety of people and property*
 |[ ] [x] [ ]
| **Strong Local and Regional Governance** |  |  |  |
| *We promote consistent and accountable leadership through collaborative and* *transparent processes (Strategic Plan and pg. 27 MDP)* |[ ] [x] [ ]
| * *Provides effective leadership and management consistent with Strategic Plan, MDP, master plans, bylaws, policies, community engagement*
 |[ ] [x] [ ]
| * *Considers fiscal stability and sustainability*
 |[ ] [x] [ ]
| * *Fosters collaborative intergovernmental partnerships*
 |[ ] [x] [ ]
| **Community Identity & Spirit** |  |  |  |
| *We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan and MDP pg. 27)* |[ ] [x] [ ]
| * *Promotes and/or enhances residents’ identification with Sturgeon County*
 |[ ] [ ] [x]
| * *Support and/or collaborate with voluntary organizations in the region*
 |[ ] [x] [ ]
| **Environmental Stewardship** |  |  |  |
| *We foster a healthy environment and minimize our impact on ecosystems. (Strategic Plan and MDP pg. 27)* |[ ] [x] [ ]
| * *Plans and partnerships that minimize environmental impact on natural areas*
 |[ ] [x] [ ]
| * *Provides awareness of environmental issues impacting the County*
 |[ ] [x] [ ]