



Request for Decision

Title	Agricultural Service Board Terms of Reference Review
Proposed Motion	That Council approve the Agricultural Service Board Terms of Reference amendments as recommended by the Agricultural Service Board.
Administrative Recommendation	That Council accept the Agricultural Service Board’s recommendation to amend their Terms of Reference.
Previous Council Direction	<p><u>February 28, 2017- Motion 086/17:</u> That Council endorse the Committee Terms of Reference as reviewed and recommended by the Agricultural Service Board.</p> <p><u>October 25, 2016 - Motion 370/16:</u> That Council give third reading to the Council Committees Bylaw 1381/16.</p>
Report	<p><u>Background Information</u></p> <ul style="list-style-type: none"> Boards and committees are required to review their Terms of Reference annually. Clerical, grammatical and typographical errors as well as changes to the duties and responsibilities that add clarity and do not materially change the committee role can be approved by the board. All other changes/amendments must be approved by Council. The Agricultural Service Board (ASB) reviewed and discussed their Terms of Reference on January 9, 2019. The ASB recommended several adjustments to their Terms of Reference through Motion ASB 02/19: <ul style="list-style-type: none"> That the following changes to the Agricultural Service Board Terms of Reference be submitted to Council for approval: <ul style="list-style-type: none"> - Revision of Section 3, Item 5 to state: “Review, advocate and provide recommendations to Council on County and regional agriculture-related policies”. -Removal of Section 6, Item 6, which states a two-term limit for board membership exists. - New item under Section 9 that states “Board members must declare and disclose the general nature of any conflict of interest that they have with the business of the Agricultural Service Board and abstain from participating in discussions and voting on matters for which they have a conflict of interest.”

	<ul style="list-style-type: none"> • Additionally, the ASB recommended the following through Motion ASB 03/19: That the Agricultural Service Board Terms of Reference be further amended, subject to Council’s approval, to include an item under Section 5 stating “Morinville Municipal Seed Cleaning Co-op will assign a key contact to the Board as a non-voting member to serve as a liaison between the Board and Morinville Municipal Seed Cleaning Plant Co-op” for a 1-year trial basis, with an evaluation scheduled by December 31, 2019. <p><u>External Communication</u></p> <p>None.</p> <p><u>Relevant Policy/Legislation/Practices:</u></p> <ul style="list-style-type: none"> • <i>Municipal Government Act, RSA 2000 c.M-26, Section 3</i> • <i>Agricultural Service Board Act, RSA 2000, c A-10</i> • <i>Bylaw 1381/16, Council Committees</i>
<p>Implication of Administrative Recommendation</p>	<p><u>Strategic Alignment:</u></p> <p>The acceptance of the amended Terms of Reference is consistent with multiple focus areas and goals within the Sturgeon County Strategic Plan and will position the ASB to assist Council and ensure agricultural perspectives are provided in support of multiple Corporate Initiatives, including the Regional Agricultural Master Plan and the Infrastructure Master Plan.</p> <p><u>Organizational:</u></p> <p>Providing the Agricultural Service Board with clear expectations, roles and responsibilities enables them to serve Council and the community more effectively.</p> <p><u>Financial:</u></p> <p>None.</p>
<p>Alternatives Considered</p>	<p>That Council refer the Terms of Reference back to the Agricultural Service Board for further comment.</p>
<p>Implications of Alternatives</p>	<p><u>Strategic Alignment:</u></p> <p>Delay in approving the Terms of Reference could prevent the ASB from providing input to Council on Corporate Initiatives, including the Regional Agricultural Master Plan.</p> <p><u>Organizational:</u></p> <p>Not accepting the ASB’s recommendation could delay their ability to serve Council and the community.</p>

Financial:

None.

- Follow up Action**
1. Provide the approved Terms of Reference to all ASB Members (Agriculture Services, February 2019)
 2. Post the approved Terms of Reference on Sturgeon County's website (Communications, February 2019)
-

Attachment(s) 1. Agricultural Service Board Terms of Reference - Proposed Revisions

**Report Reviewed
by:**



Angela Veenstra, Manager, Agriculture Services



Scott MacDougall, General Manager, Municipal Services



Reegan McCullough, 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.*

Focus Areas	Not consistent	N/A	Consistent
Planned Growth and Prosperity			
<i>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)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Supports a strong thriving business environment to strengthen our economic foundation</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Plans for responsible growth through the MDP and regional growth plan.</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Manages growth for current and future developments through: <ul style="list-style-type: none"> ○ <i>transparent bylaws, policies and processes to enable responsible land development</i> ○ <i>targeting growth around existing and identified future growth areas</i> </i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Maintain and Enhance Strong Communities			
<i>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)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Provides access to programs and services that have a positive impact on residents' quality of life</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Provides access to safe and reliable infrastructure assets</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Supports the safety of people and property</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Strong Local and Regional Governance			
<i>We promote consistent and accountable leadership through collaborative and transparent processes (Strategic Plan and pg. 27 MDP)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Provides effective leadership and management consistent with Strategic Plan, MDP, master plans, bylaws, policies, community engagement</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Considers fiscal stability and sustainability</i> 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> • <i>Fosters collaborative intergovernmental partnerships</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Community Identity & Spirit			
<i>We will build upon our strengths, where together we will create an inclusive, caring community (Strategic Plan and MDP pg. 27)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Promotes and/or enhances residents' identification with Sturgeon County</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Support and/or collaborate with voluntary organizations in the region</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Environmental Stewardship			
<i>We foster a healthy environment and minimize our impact on ecosystems. (Strategic Plan and MDP pg. 27)</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Plans and partnerships that minimize environmental impact on natural areas</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> • <i>Provides awareness of environmental issues impacting the County</i> 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>