




Request for Decision

Title	Agricultural Service Board Terms of Reference Amendment
Proposed Motion	That Council approve the Agricultural Service Board Terms of Reference as amended.
Administrative Recommendation	That Council accept the Agricultural Service Board's recommendations to amend their Terms of Reference.
Previous Council Direction	<p><u>February 12, 2019- Motion 031/19:</u> That Council approve the Agricultural Service Board Terms of Reference amendments as recommended by the Agricultural Service Board, as amended.</p> <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. Several recommendations for changes were proposed to Council for consideration, which were approved at the February 12, 2019 Council Meeting.• The approved Terms of Reference were provided to the ASB at their February 13, 2019 Regular Meeting.• During their February 13, 2019 Regular Meeting, the ASB discussed and recommended the following additional changes through Motion 017/19:<ul style="list-style-type: none">• That the "student member" position be renamed "junior member";• That the age range for the junior member position be amended to reflect the age of 16 to 25 (instead of 18 to 25);

	<ul style="list-style-type: none"> • That the qualification criteria listed for the junior member be adjusted to state “May be involved in agricultural programs or studies at the time they apply for the position”; and • That the statement pertaining to remuneration for the student member be removed and that the public member remuneration statement be amended to also include junior member. • Further administrative review resulted in the addition of the condition that the junior member must be 18 years of age or older to be eligible to serve as a voting member. • Dave Kluthe, the Chair of the ASB, will be in attendance at the Council meeting to present the proposed amendments to the Terms of Reference. <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</i>, Section 3 • <i>Agricultural Service Board Act</i> • Bylaw 1381/16, Council Committees
Implication of Administrative Recommendation	<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>
Alternatives Considered	That Council refer the Terms of Reference back to the Agricultural Service Board for further comment.
Implications of Alternatives	<p><u>Strategic Alignment:</u></p> <p>Delay in approving the Terms of Reference could reduce the ASB’s ability to provide 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 impede their ability to appoint a student/junior member for 2020.</p> <p><u>Financial:</u></p> <p>None.</p>
Follow up Action	<ol style="list-style-type: none"> 1. Provide the approved Terms of Reference to all ASB Members (Agriculture Services, June 2019) 2. Post the approved Terms of Reference on Sturgeon County's website (Communications, June 2019)
Attachment(s)	<ol style="list-style-type: none"> 1. Agricultural Service Board Terms of Reference with Proposed Amendments Redlined 2. Proposed Amended Agricultural Service Board Terms of Reference
Report Reviewed by:	<div>  <p>Angela Veenstra, Manager, Agriculture Services</p> </div> <div>  <p>Scott MacDougall, General Manager, Municipal Services</p> </div> <div>  <p>Reegan McCullough, County Commissioner-CAO</p> </div>

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 checked="" type="checkbox"/>
<ul style="list-style-type: none"> Supports a strong thriving business environment to strengthen our economic foundation 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Plans for responsible growth through the MDP and regional growth plan. 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Manages growth for current and future developments through: <ul style="list-style-type: none"> transparent bylaws, policies and processes to enable responsible land development targeting growth around existing and identified future growth areas 	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input checked="" 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"> Provides access to programs and services that have a positive impact on residents' quality of life 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Provides access to safe and reliable infrastructure assets 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Supports the safety of people and property 	<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"> Provides effective leadership and management consistent with Strategic Plan, MDP, master plans, bylaws, policies, community engagement 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Considers fiscal stability and sustainability 	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> Fosters collaborative intergovernmental partnerships 	<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"> Promotes and/or enhances residents' identification with Sturgeon County 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Support and/or collaborate with voluntary organizations in the region 	<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"> Plans and partnerships that minimize environmental impact on natural areas 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<ul style="list-style-type: none"> Provides awareness of environmental issues impacting the County 	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>