



AGRICULTURAL ADVISORY WORKING GROUP

TERMS OF REFERENCE

January 2018

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MISSION STATEMENT

To provide priority and direction for municipal concerns relating to agriculture that will contribute to a prosperous and sustainable farming community in Lanark County.

VISION

Lanark County is a thriving diverse community where farmers and agri-business work together in an economic climate of fairness and opportunity to prosper and to achieve a healthy and high quality of life.

PURPOSE

The purpose of the Agricultural Advisory Working Group is to:

- on behalf of Lanark County agricultural sector, it's farmers, farm organizations and agricultural support industries, advise Council on matters affecting agriculture in Lanark County;
- assist Council in achieving Lanark County's agricultural vision;
- provide for the exchange of information on agricultural and rural issues and initiatives, and to advise on potential concerns, directions and conflict resolution;
- encourage public awareness and education of agricultural and rural issues related to agriculture;
- provide comments and recommendations on legislation, programs and funding from federal and provincial governments and agencies which affect agriculture and rural issues;
- solicit and coordinate the interests and concerns of farmers, farm groups and agri-business and communicate those interests and concerns to Council;
- review studies, plans and proposals referred by Council and comment as to their agricultural impact; and
- take a proactive approach by recommending to Council initiatives, alternative solutions, and plans for agriculture economic development and enhancement of agriculture in Lanark County.

WORKING GROUP STRUCTURE

Voting Members

Two (2) County Councillors (one being Chair)

Warden – Ex-Officio

One (1) Member
Lanark County Federation of Agriculture

One (1) Member
Lanark County Dairy Farmers

One (1) Member
Lanark County Cattleman's Association

One (1) Member
Lanark County Soil and Crop Association

One (1) Member
Representing Agri-business

One (1) Member
Lanark & District Maple Syrup Producers Association

One (1) Member
Lanark County Sheep Producer's Association

One (1) Member
Lanark County 4-H Association

Two (3) Members – At large
Appointed for a two (2) year term

Staff Resources

One (1) Staff Advisor – CAO and/or Clerk

One (1) Staff Advisor -
from the Ontario Ministry of Agriculture, Food & Rural Affairs

MEETINGS

There will be two (2) scheduled meetings per year (March and October). The necessity for additional meetings will be at the call of the Chair. The meetings will be held the third Thursday of the month at 7:30 p.m. The meetings will be held in a meeting room at the County of Lanark Administration Building, 99 Christie Lake Road Perth, Ontario, or any other location agreed upon by the Working Group.

REPORTING PROCESS

The Lanark County Agricultural Advisory Working Group is an advisory committee to the Economic Development Committee. The Working Group will consider issues referred to it by County Council or any of its standing committees. It will also consider issues brought to its attention by the farming community or by any member of the Working Group. The Lanark County Agricultural Advisory Working Group will make recommendations to the Economic Development Committee through staff reports which will reflect the direction of the Working Group members.

STAFF AND SUPPORT SERVICES

The Working Group will be lead by the Clerk, or his/her delegate. Such individual is also responsible for summarizing action items and recommendations and shall prepare a Staff Report for the Economic Development Committee. Other staff resources may be required as deemed necessary by the Working Group or the Clerk.

BUDGET

Council remuneration will be paid in accordance with the Elected Official – Meeting and Professional Development Remuneration Policy. Lay Member remuneration will be paid in accordance with the Lay Member – Meeting and Professional Development Remuneration Policy. Travel reimbursement shall be paid in accordance with Travel Management and General Expenses Policy. All amounts will be expended to the Agriculture budget for salaries and wages and travel expenses.

The working group's annual budget allocation shall be requested on an annual basis during the budget process, based on the goals and objectives of the working group and subject to the adoption of the budget by Council.

AUTHORIZATION

Submitted By:

Dated:

Chair,
Lanark County Agricultural Advisory Working Group

Recommended By:

Dated:

Chair,
Economic Development Committee

Adopted by:

Dated:

Warden,
Council
