

Terms of Reference Agricultural Advisory Committee

Role

While it is the legislative mandate of the Municipal Council to make the final decision on all matters that affect the Municipality, the role of an advisory committee is to provide recommendations, advice and information to the Municipal Council on those specialized matters which relate to the purpose of the advisory committee, to facilitate public input to City Council on programs and ideas and to assist in enhancing the quality of life of the community, in keeping with the Municipal Council's Strategic Plan principles. Advisory committees shall conduct themselves in keeping with the policies set by the Municipal Council pertaining to advisory committees, and also in keeping with the Council Procedure By-law.

Mandate

The Agricultural Advisory Committee reports to the Municipal Council, through the Planning and Environment Committee. The Agricultural Advisory Committee provides input on agricultural and rural issues, including urban agriculture, as a major component of land use planning and development, and provides liaison between agricultural and rural communities and the Municipal Council and helps to ensure that the City of London maintains a secure, economically viable agricultural industry.

The Agricultural Advisory Committee is responsible for the following:

- to solicit, coordinate and advise the Municipal Council, on issues and concerns of the City of London's farming industry, agricultural organizations, community groups and rural citizenry;
- to assist the Municipal Council in the implementation of the Agricultural Code of Practice and the *Farming and Food Production Protection Act, 1998*;
- to provide input on how agricultural and rural issues, including urban agriculture, can be incorporated into the goals and objectives in the development of the Official Plan;
- to encourage public awareness and education of agricultural and rural issues, including urban agriculture;
- to review studies, plans and proposals as may be referred by the Municipal Council/Civic Administration on agricultural and rural issues, including urban agriculture, and to provide comments and advice thereon;
- to provide comments and advice on alternative solutions, approaches, plans or studies dealing with agricultural and rural issues, including urban agriculture, which are within the responsibilities of the Municipal Council;
- to provide comments and advice on legislation, programs and funding from Provincial Ministries and other government agencies that affect agricultural and rural issues, including urban agriculture;
- to initiate advice on agricultural and rural issues, including urban agriculture; and
- to liaise with the County of Middlesex Agricultural Committee as required.

Composition

Voting Members

Seven members consisting of:

- four members-at-large and one alternate member-at-large
- one representative and one alternate from each of the following agricultural organizations:
 - Middlesex Federation of Agriculture
 - Christian Farmers Federation of Agriculture
 - Middlesex Soil and Crop Improvement Association

Non-Voting Resource Group

One representative of each of the following:

- City's Planning & Research Division
- City's Development Approval Business Unit
- Ministry of Agriculture, Food and Rural Affairs

Sub-committees and Working Groups

The Advisory Committee may form sub-committees and working groups as may be necessary to address specific issues; it being noted that the City Clerk's Office does not provide secretariat support to these sub-committees or working groups. These sub-committees and working groups shall draw upon members from the Advisory Committee as well as outside resource members as deemed necessary. The Chair of a sub-committee and/or working group shall be a voting member of the Advisory Committee.

Term of Office

Appointments to advisory committees shall be for a four-year term, commencing March 1 of the first year of a Council term and ending on February 28 or, in the case of a leap year, February 29 of the first year of the following Council term.

Appointment Policies

Appointments shall be in keeping with Council Policy.

Qualifications

Representatives of the agricultural organizations or agencies should have special qualifications, interests and abilities, including the ability and willingness to devote the necessary time to the work of the Agricultural Advisory Committee.

The members-at-large should possess special expertise, experience and willingness to liaise with the range of agencies, organizations and interest groups represented on the Agricultural Advisory Committee and members-at-large shall represent the interests of the broader community rather than a specific interest group.

Conduct

The conduct of Advisory Committee members shall be in keeping with Council Policy.

Meetings

Meetings shall be five times annually (January, March, June, September and November) at a date and time set by the City Clerk in consultation with the Advisory Committee. Length of meetings shall vary depending on the agenda. Meetings of working groups or sub-committees that have been formed by the Advisory Committee may meet at any time and at any location and are in addition to the regular meetings of the Advisory Committee.

Remuneration

Advisory Committee members shall serve without remuneration.