

## **Agricultural Advisory Committee (AgAC) Planning Working Group Terms of Reference**

### **Mandate**

The AgAC Planning Working Group has two mandates:

1. To investigate, assess and report to the Agricultural Advisory Committee (AgAC) regarding land development for which planning applications have been filed and circulated, and where the community, staff or councillors anticipate significant potential consequences within agriculturally significant areas. This would include considerations of the County Official Plan as well as provincial and federal concerns.
2. To advocate for the agricultural community regarding changes to any Provincial or Federal Act that will affect agriculturally significant lands, businesses, and services.

### **Goals and Purpose**

The goals and purpose of the AgAC Planning Working Group are to:

1. Identify potential harms or dangers to prime agricultural land in planning applications and policies.
2. Identify potential consequences to the agricultural businesses and services in planning applications and policies.
3. Propose mitigation measures and facilitate constructive discourse to support safe development while defending Ontario's agricultural industry.
4. Provide comments for or against planning applications and files.
5. Provide comments to the Province outlining potential harms and consequences in proposed legislation updates impacting the agricultural community.
6. Provide insight to mitigate the impact on the agricultural community from new or expanding non-agricultural uses in land development applications.



## **Membership**

1. One (1) to three (3) AgAC members as long as it does not constitute a quorum of the Committee. The Chair of the Working Group will be a member of the AgAC.
2. Other technical experts.

## **Roles**

1. Liaise with planning staff from the County to understand the County's land development process and goals.
2. Provide comments on behalf of the Committee to the Planning staff.
3. Liaise with external providers and academic advisors.
4. Members will actively participate and provide support and expertise.
5. Members will adopt a participatory, inclusive, and collaborative approach.
6. Members will liaise with the Committee. The Working Group will serve as voting members and count towards quorum for Working Group meetings.
7. Provide a representative to attend selected planning pre-consultation meetings with proponents of a development.

## **Responsibilities of the Working Group**

1. It is the responsibility of all appointed members to comply and work with County procedures, By-Laws, and Provincial legislation, with guidance of staff.

This includes abiding by:

- a. Council's Code of Conduct
- b. *Ontario Heritage Act*
- c. County Accountability and Transparency Policy
- d. County Procedural By-Law
- e. Other applicable County By-Laws and policies
- f. *Municipal Act*
- g. *Planning Act*
- h. *Municipal Freedom of Information and Protection of Privacy Act*
- i. *Nutrient Management Act*
- j. *Endangered Species Act*
- k. *Clean Water Act*
- l. *Conservation Authorities Act*
- m. *Source Water Protection Act*
- n. *Municipal Conflict of Interest Act*

2. The Working Group will make recommendations to the Prince Edward County Agricultural Advisory Committee.
3. Provide a succinct update of each meeting that is held. This may include subject matter, discussion points, recommendations, and any comments provided to the Planning Department on behalf of the Committee. This update will be included in the AgAC's next Agenda and published on the County's website.

### **Term**

The term of the Working Group will coincide with the Committee term.

### **Staff Support**

Staff support and resources may be provided to the Working Group with the approval of the Chief Administrative Officer (CAO).

### **Reporting Relationship to Council**

The Working Group will act as a resource to the Committee and does not have any delegated authority. Recommendations for implementation will be provided to the Committee and then to Council via a staff report.

### **Finances**

No member shall receive remuneration for services. A member is entitled to reimbursement for any reasonable out-of-pocket expenses that have been pre-approved by the CAO or Council.

### **Meetings**

The Working Group shall meet as required. Should a public meeting be required, staff will provide support, on direction from the CAO.