



## THE CORPORATION OF THE TOWNSHIP OF AUGUSTA

### BY-LAW NUMBER 3010-2013

#### A BY-LAW TO ESTABLISH AGRICULTURE AND PLANNING COMMITTEE FOR THE TOWNSHIP OF AUGUSTA

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**WHEREAS** by Section 5 of the Municipal Act, 2001, S.O. 2001, c. 25, the powers of a municipal corporation are to be exercised by its Council;

**AND WHEREAS** the Township of Augusta deems it expedient to establish a Committee in for the purpose of conducting Agriculture and planning activities in the Township on behalf of Council,

**AND WHEREAS** an existing group of citizens hereby known as Agriculture and Planning Committee are desirous of being recognized and established as a Committee of Council.

**NOW THEREFORE** the Council of the Corporation of the Township of Augusta enacts as follows:

**THAT** pursuant to this By-Law a Committee of Council to be known as The Agriculture and Planning Committee is hereby established with the following terms of reference and conditions:

**Purpose:**

To make informed, well researched recommendations to Council regarding planning and agricultural practices in the Township with the best interests of all residents and the future development of the Township of the utmost importance.

**Liaison and Reporting Relationships:**

The Agriculture and Planning Committee reports to the Augusta Township Council through the designated Councillor assigned to the Committee by the Reeve. In addition, the Committee through its Chair or other designated person will liaise with the Township's CAO for conducting processes, procedures and required policies of the Municipality and the Provincial Government.

**Composition of the Committee:**

Council shall appoint the following persons to the Agriculture and Planning Committee:

- One (1) member of Council who shall be a full voting member of the Committee.
- A maximum of seven (7) members of the public who are qualified to be an elector in Augusta Township under the Municipal Elections Act.

- The members shall be appointed bi-annually by separate resolution on a rotating term system yet to be established from a list of candidates suggested or recommended by the Committee or by Council.
- As per the Township's Procedural By-Law, section 21.02, Head of Council shall be deemed an ex officio member on all Committees.
- Non voting Members may be part of the Committee in an advisory capacity.
- A Quorum of Committee shall consist of a majority of its members, or 51%

### **Term of General Membership:**

All residents interested in serving on the Committee will be asked to identify themselves through the application process, and consideration based on the following:

- Candidates from various business/industry sectors
- Candidate's willingness to take on specific responsibilities for specific areas of the Committee
- Candidate's qualifications and commitment to the functions of the Committee as outlined below
- Candidate's availability to participate.

Viable candidates will be put forward to Council and representatives will be selected by the Council by resolution for a two (2) year term, which may be extended.

A rotating system will be identified and used so that all members are not replaced at once.

In the event that a committee member resigns from the Committee they will be replaced within 60 days of resigning.

### **Meetings:**

Meetings shall be conducted monthly on the first Monday of the first full week of that month. More than one meeting or a change of schedule may occur at the discretion of the Chair.

The Chair may invite any additional person(s) to attend the meeting to provide additional information and comment, but such invited person(s) shall not participate in the regular business of the meeting.

Roberts Rules of Order will be followed. Minutes, financial reports and any correspondence will be reported each meeting.

Minutes may be circulated to Members of Council through the CAO/Clerks office.

### **Functions of the Committee:**

To achieve the spirit of the Agriculture and Planning Committee the functions of The Committee shall be:

- To liaise and integrate with the Economic Development Committee where appropriate.
- To provide fair and equitable input into the periodic upgrading of the Official Plan and to recommend amendments where deemed appropriate.
- To provide fair and equitable input into the updated Zoning By-Law and recommend amendments where deemed appropriate to the best interests of the Township and all land owners.
- To address and advise Council in respect of drainage issues in the Township in relation to both municipal drains as well as roadside drainage as it affects not only agriculture but also residential and commercial well being of the land owners of the Township.
- To assist residents in achieving a completed severance request within forty-five (45) days by providing key input and recommendations to the Council to be forwarded to the Consent Authority of the United Counties of Leeds and Grenville.
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**Recommendations of the Committee:**

The Committee shall report directly to the Council. Any resolution/recommendation that come out of the Committee meeting will be forwarded for Council as a recommendation for consideration at the next Council meeting during the Committee report section. The response shall indicate the Council's assessment of the recommendation and specify what action will, or will not (with explanations) be implemented as a result. Any proposed action by the Township shall include details of who will be responsible for such action and a proposed time frame. The response shall be included on the Agriculture & Planning agenda of the next scheduled meeting.

1. That this by-law will come into force and effect on the date of passing.

**READ** a first and second time this 25 day of March, 2013.

**READ** a third time and passed this 25 day of March, 2013.

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REEVE

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CLERK