

**MINUTES**  
**COUNTY OF LAMBTON AGRICULTURAL ADVISORY SUBCOMMITTEE**

February 14, 2024

A meeting was held at Committee Room #1 in the County Building at 1:30 p.m. on the above date.

Present

Councillor David Ferguson, Councillor Doug Cook, Councillor Gary Atkinson, and Warden Kevin Marriott were present. Staff members were present, including Mr. J. Cole, General Manager, Infrastructure and Development Services, Mr. K. Melanson, Manager, Planning and Development Services, and Ms. O. Leger, Solicitor/Clerk. Mr. B. Boyle, Facilitator, was also in attendance.

Absent

Councillor Al Broad

**Appointment of Committee Chair**

#1 Ferguson/Marriott: Doug Cook be appointed as Committee Chair. Carried.

**Scope of Subcommittee**

O. Leger provided scope of the subcommittee as established through motion #9 of the Committee of the Whole, dated January 17, 2024.

**Background and History of County of Lambton Agricultural Advisory Committee ("CLAAC")**

J. Cole provided background and history of the CLAAC. More specifically, J. Cole provided overview of the revitalization meeting of CLAAC, dated December 14, 2023, the draft updated Terms of Reference of CLAAC, and the Report regarding the CLAAC Revitalization, dated January 17, 2024 that was presented at Committee of the Whole on January 17, 2024.

#2 Ferguson/Atkinson: That the reports and information as presented be received and filed.

Carried.

**Evaluation of the CLAAC Scope and Draft Terms of Reference**

Subcommittee reviewed the draft Terms of Reference by each heading. Attached as Appendix "A" are the revisions discussed during the meeting for the Subcommittee's review and consideration at its next meeting.

### **Review of the CLAAC Composition**

Brian Boyle asked all participants to identify the merits of reducing the number of representatives on the CLAAC. Participants were also asked to identify the challenges of reducing the number of representatives on the CLAAC. Attached as Appendix “B” are the notes taken from the exercise.

The Subcommittee will review and discuss the CLAAC composition at its next meeting.

**#3** Ferguson/Marriot: That Staff be directed to make the changes to the draft Terms of Reference, as discussed during the meeting, for the Subcommittee’s review and consideration at its next meeting.

Carried.

### **Next Steps**

Staff to coordinate date and time for the next meeting.

### **Adjournment**

**#4** Ferguson/Marriot: That the Chair declare the meeting adjourned and that the next meeting be held at a time as coordinated by Staff.

Carried.

Time: 3:28 p.m.

## Appendix A

# DRAFT TERMS OF REFERENCE FOR THE COUNTY OF LAMBTON AGRICULTURAL ADVISORY COMMITTEE

Revised ~~February 14, 2024~~ ~~December 14, 2023~~

### Goal

To provide advice and ~~recommendations~~ ~~direction~~ to Council for The Corporation of the County of Lambton (County) on agricultural, environmental, and rural matters, for County Council's consideration.

### Mandate

The County of Lambton Agricultural Advisory Committee (CLAAC) is a voluntary, non-political Advisory Committee established by County Council in accordance with these Terms of Reference. Committee members are guided by these Terms of Reference.

The Terms of Reference provide for a balance between activities referred from the County Planning and Development Services Department and County Council, and the ability for the CLAAC to be proactive and advise and provide recommendations to County Council on matters identified on its own initiative. The CLAAC will generally report to County Council through the County Planning and Development Services Department. The County Planning and Development Services Department will also report back to CLAAC on agricultural issues being considered by County Council and progress on CLAAC recommendations.

### Scope of Activities

The scope of the CLAAC may include activities such as:

- Providing advice on issues and concerns of the agricultural community in the County of Lambton.
- Providing advice on the implementation, interpretation, and impact of Provincial and Federal legislation, policies, and guidelines related to the agricultural industry.
- Providing advice on agricultural and rural policy directions proposed or pursued by the County. This may include providing advice on County-initiated official plan amendments related to agricultural matters; on County agricultural matters through a comprehensive official plan review; or, other policy directions pursued by the County.
- Providing advice on the identification and implementation of programs which encourage public awareness and education of agricultural and related rural issues.
- Providing assistance and acting as a liaison with respect to ~~with the mediation of~~ complaints related to agricultural issues that could have implications across the County.

- Providing advice on matters as they arise, at the request of the County.

### **Composition**

The CLAAC will be composed of 15 voting members and 1 ex-officio staff member.

The voting membership will include one individual appointed from each of the following:

- Lambton Cattlemen's Association
- Lambton Dairy Producers
- Lambton Pork Producers
- The "Feathers" Livestock Industry
- A Specialty Livestock Operation
- Grain Farmers of Lambton
- Lambton Soil and Crop Improvement Association
- The Vegetable Grower's Association
- A Specialty Crop Producer
- Lambton Federation of Agriculture
- Lambton 328 Farmer's Union
- Lambton Christian Farmers
- A Producer with Conservation Interests
- Non-Farm Rural Resident
- County Council

The Manager of Planning and Development Services (or designate) will be an ex-officio, non-voting advisory member of the CLAAC and shall serve as Secretary.

### **Selection of Voting Members**

The County will request each of the respective organizations to nominate one of their members as a member on the CLAAC, subject to the following exceptions:

- The "Feathers" industry member shall be agreed upon and nominated jointly by the recognized local chicken and turkey producer organizations.
- The "Producer with Conservation Interests" member shall be agreed upon and nominated jointly by the Rural Lambton Stewardship Network, Woodlot Owner's Association, and Lambton Wildlife.
- The County will solicit letters of interest from individuals wishing to fill the positions of "Non-Farm Rural Resident", "Specialty Crop Producer", and "Specialty Livestock Producer", and County staff will recommend members to the CLAAC from those letters received.

The Specialty Livestock and Specialty Crop members may be from any type of operation not specifically represented on the CLAAC (e.g., sheep, horses, goats, sugar beets, horticulture, greenhouses, etc). The County will, at a minimum, solicit the

organizations representing the larger "specialty" industries in the County for letters of interest from their members, but will consider letters of interest from any "specialty" industry. The type of "specialty" industries represented may vary from term to term.

All voting members must be residents of the County and have knowledge of agricultural, environmental, and rural issues.

In their capacity as CLAAC members, all members are intended to sit primarily as private individuals with a variety of knowledge and perspectives and not as advocates for any particular operation or organization.

The respective organizations with a designated or jointly designated position on the CLAAC are permitted and encouraged to formally nominate an alternate member to the CLAAC. Alternates shall meet the same membership requirements as other members. Only one member of each organization is encouraged to attend each CLAAC meeting but when both a primary member and his or her alternate attend a meeting, the alternate may only participate in the discussion at the discretion of the Chair. Alternates may only vote in the absence of the primary appointed representative.

### **Officers**

The Chair ~~shall be the County Council representative appointed to CLAAC. and a~~The Vice-Chair ~~shall~~will be elected annually by the membership of the CLAAC. The Manager of Planning and Development Services (or designate) shall serve as Secretary.

### **Length of Terms**

The County Councilor position terms shall last one year at a time without limit on the number of consecutive terms.

Membership terms for all other voting members shall be a maximum of three years with a maximum of two consecutive terms permitted. Terms shall be staggered such that approximately one-third of the members are replaced each year.

### **Support**

The County Planning and Development Services Department will provide administrative, procedural, and technical support to the CLAAC.

### **Meetings**

The CLAAC will generally meet at the County Administration Building. The CLAAC will generally meet on a set schedule, although special meetings may be held at the call of the Chair. Meetings may also be cancelled at the discretion of the Chair.

Unless otherwise determined, all meetings will be open to the public. Agendas will be posted publicly on the County of Lambton's website: [www.lambtononline.ca](http://www.lambtononline.ca). CLACC will follow the County's Procedural By-law for its processes subject to anything to the contrary stipulated in these Terms of Reference.

### **Delegations**

Any person wishing to appear before the CLAAC as a delegation must submit a request to the staff liaison in the Planning and Development Services Department and the Chair of the CLAAC, advising of the topic or item to which they wish to speak, which shall fall within CLAAC's Scope of Activities. All requests for delegations must be received at least one week prior to the meeting to ensure that the delegation is included on the agenda.

### **Agendas**

The CLAAC agendas will be prepared by the staff liaison and the CLAAC Chair or Vice Chair with input from other CLAAC members.

### **Minutes**

Minutes from each CLAAC meeting will be forwarded to County Council in County Council's meeting agenda and package. The minutes of each CLAAC meeting will be amended as necessary and approved at the following meeting by its members. The unapproved minutes will be forwarded to the next regularly scheduled County Council meeting. When approved, any amendments will be forwarded to County Council.

### **Committee Resolutions**

The CLAAC will seek to achieve consensus on decisions. Recommendations are adopted by CLAAC if supported by a majority of members present. Only resolutions as they appear in the adopted minutes may be considered to officially represent the position of the CLAAC.

### **Annual Review**

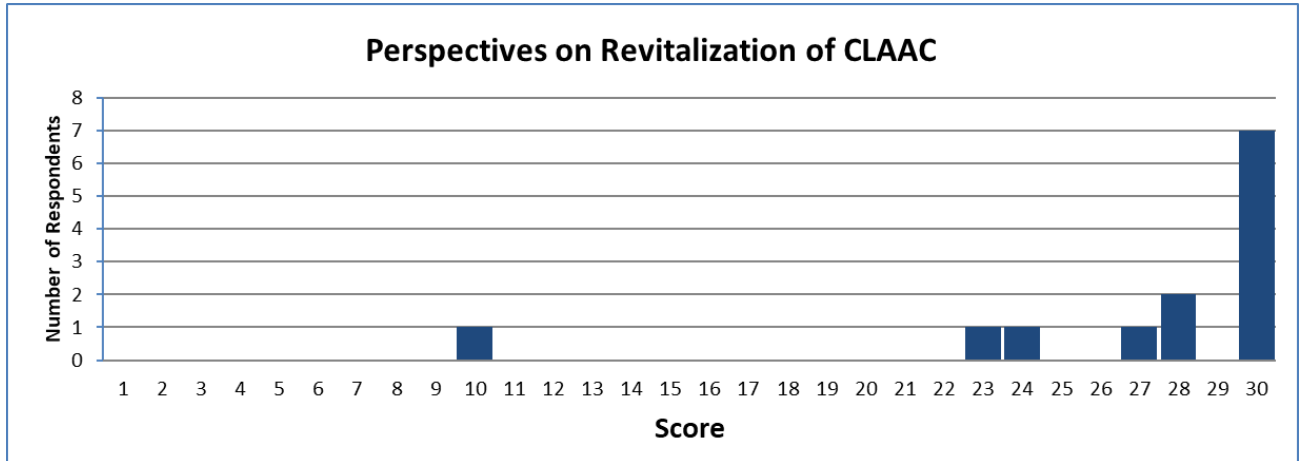
An annual review of the CLAAC will be completed by staff and submitted to County Council, including a report on and review of the year's activities to examine the effectiveness of the Committee and to ensure continued improvements. The Manager of Planning and Development Services (or designate) will take the lead in coordinating this annual review process.

## Appendix B

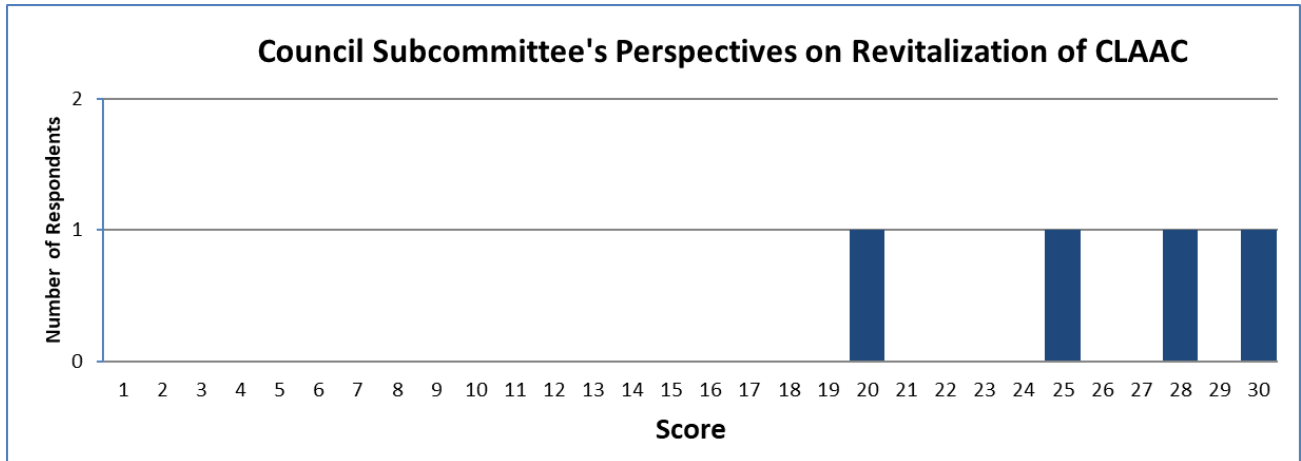
Information from CLAAC Council Subcommittee Meeting on February 14

- By Bryan Boyle

Perspective of Organization Representatives (from December 14 Meeting):



Perspective of County Council CLAAC Subcommittee:



Participants were asked to identify the Merits of reducing the number of representatives on the CLAAC.

Merits:

- Productivity
- Tighter discussions
- Reduced size is manageable in working through the issues and concerns
- More manageable discussion
- Manageable
- Decisions are made easier with a group of 8 to 10
- Removes overlap
- Less overlap
- Smaller group creates less complexity and less divisiveness but could create group consensus
- Easier to facilitate meeting
- Easier to assemble
- Easier quorum

Participants were asked to identify the Challenges of reducing the number of representatives on the CLAAC.

Challenges:

- Reduced size may result in missed perspectives or ideas
- Possibly fewer ideas
- May not explore all available options
- Who or what farm groups would be cut?
- Who speaks for me?
- Community not feeling heard
- Limits representation
- Obtaining representative input
- Limits diverse perspectives
- Less diversity