

**2. AGRICULTURE AND RURAL AFFAIRS COMMITTEE TERMS OF  
REFERENCE**

**MANDAT DU COMITÉ DE L'AGRICULTURE ET DES AFFAIRES RURALES**

**COMMITTEE RECOMMENDATION**

**That Council approve its Terms of Reference, as outlined in this report and attached at Document 1.**

**RECOMMANDATION DU COMITÉ**

**Que le Conseil approuve son mandat, tel qu'il est exposé dans le présent rapport et joint en tant que document 1.**

**DOCUMENTATION/DOCUMENTATION**

City Clerk and Solicitor's Report, dated February 12, 2019, (ACS2019-CCS-GEN-0030)

Rapport du Greffier et chef du contentieux, daté le 12 février 2019 (ACS2019-CCS-GEN-0030)

**AGRICULTURE AND RURAL  
AFFAIRS COMMITTEE  
REPORT 1  
27 FEBRUARY 2019**

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**COMITÉ DE L'AGRICULTURE ET  
DES AFFAIRES RURALES  
RAPPORT 1  
LE 27 FÉVRIER 2019**

**Report to  
Rapport au:**

**Agriculture and Rural Affairs Committee  
Comité de l'agriculture et des affaires rurales  
22 February 2019 / 22 février 2019**

**and Council  
et au Conseil  
27 February 2019 / 27 février 2019**

**Submitted on February 12, 2019  
Soumis le 12 février 2019**

**Submitted by  
Soumis par:  
M. Rick O'Connor, City Clerk and Solicitor / Greffier et chef du contentieux**

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**Ward: CITY WIDE / À L'ÉCHELLE DE LA VILLE      File Number: ACS2019-CCS-GEN-0030**

**SUBJECT: Agriculture and Rural Affairs Committee Terms of Reference**

**OBJET: Mandat du Comité de l'agriculture et des affaires rurales**

#### **REPORT RECOMMENDATION**

**That the Agriculture and Rural Affairs Committee recommend Council approve its Terms of Reference, as outlined in this report and attached at Document 1.**

## **RECOMMANDATION DU RAPPORT**

**Que le Comité de l'agriculture et des affaires rurales recommande au Conseil d'approuver son mandat, tel qu'il est exposé dans le présent rapport et joint en tant que document 1.**

## **BACKGROUND**

At its meeting of December 5, 2018, Ottawa City Council considered a report titled 2018-2022 Council Governance Review (ACS2018-CCS-GEN-0028). In approving this report, Council approved "That the revised Terms of Reference for Standing Committees, Sub-Committees and the Transit Commission be submitted in draft form to the respective Committees/Commission at their first meeting in 2019 for consideration and recommendation to Council for approval."

Accordingly, this report is presented to the Agriculture and Rural Affairs Committee (ARAC) for its consideration and approval.

With respect to changes specific to ARAC Terms of Reference, staff have recommended the following changes. There was one recommendation from the 2018-2022 Council Governance Review report adding the Chair of Planning as ex-officio.

- The addition of the Chair of Planning Committee to be an ex-officio member along with the Mayor.
- That the meeting Agendas are provided to members and the public ten calendar days in advance of the Agriculture and Rural Affairs Committee meeting (except where an observed holiday necessitates release earlier than ten calendar days).
- The elimination of Section 26 on the Manotick Mill Quarter Corporation. There is no anticipation of further reports from the Corporation. Their last annual report to Council was in 2016, and advised at that time that they were in the process of winding down and dissolving once the last of the securities they are holding are released. They will likely be dissolved sometime this year by the law firm BLG, once the securities they are holding on a last development are released. In the interim, their legal counsel at BLG has arranged for an exemption with the Province from any further corporate

filings, given that the dissolution is pending. As a result of such exemption, no audit will be required and no costs will be incurred.

## **DISCUSSION**

The Terms of Reference have been revised by the City Clerk and Solicitor's Office to incorporate the above changes approved by City Council. The draft revised Terms of Reference for ARAC are attached at Document 1, with proposed changes underlined for ease of reference.

## **RURAL IMPLICATIONS**

There are no specific rural implications associated with this report.

## **CONSULTATION**

As part of the preparation for the 2018-2022 Council Governance Review report, the City Clerk and Solicitor consulted with elected representatives, citizen members of Committees of Council, Chairs and Vice-Chairs of Advisory Committees, the Extended Senior Leadership Team, as well as staff in the City Clerk's Branch, Legal Services and the City Manager's Office who work most closely with the legislative process.

The public was notified of this report through the meeting advertisement in community newspapers and on Ottawa.ca, and the publication of the agenda. Public delegations may be received by the Committee.

## **COMMENTS BY THE WARD COUNCILLOR(S)**

This is a city-wide report.

## **LEGAL IMPLICATIONS**

There are no legal impediments to approving the recommendation contained in this report.

## **RISK MANAGEMENT IMPLICATIONS**

There are no risk management implications associated with this report.

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this report.

### **ACCESSIBILITY IMPACTS**

There are no accessibility impacts associated with this report.

### **ENVIRONMENTAL IMPLICATIONS**

There are no environmental implications associated with this report.

### **TERM OF COUNCIL PRIORITIES**

This report supports the current Term of Council Priority related to Governance, Planning and Decision Making.

### **SUPPORTING DOCUMENTATION**

Document 1 - Draft 2018 – 2022 Agriculture and Rural Affairs Committee Terms of Reference (proposed changes are underlined for ease of reference)

### **DISPOSITION**

Upon approval of the report by Council, the Terms of Reference will become the mandate and governing authority for the Agriculture and Rural Affairs Committee to be implemented by the City Clerk's office.

**Document 1**

**AGRICULTURE AND RURAL AFFAIRS COMMITTEE**

**Terms of Reference**

The Agriculture and Rural Affairs Committee is responsible for ensuring that the unique interests and requirements of the City's rural areas are taken into account in the decisions made by the City of Ottawa. The Committee will make recommendations to Council on issues and programs pertaining to the agricultural and associated industries, the rural economy, rural residential communities, land development and landscaping, transportation, water and wastewater services, and environmental protection.

**MEMBERSHIP**

Membership of the Agriculture and Rural Affairs Committee shall consist of Members of Council, as approved by Council. Due to the unique nature of this committee, the majority of the membership shall be comprised of those Councillors representing wards with a rural component. The Mayor and Chair of Planning Committee are *ex-officio* members of the Committee.

**GENERAL RESPONSIBILITIES**

The Agriculture and Rural Affairs Committee shall:

1. Be responsible directly to Council for those items outside of the urban boundary emanating from:
  - a) The Development Review Rural Branch;
  - b) All departments responsible for issues arising from the rural areas, or with a distinct rural component or impact on rural residents;
  - c) Any Advisory Committees or Sub-committees that are within the area of responsibility of the Agriculture and Rural Affairs Committee;
  - d) The rural panel of the Committee of Adjustment;
  - e) Such entities as the agriculture and associated industries, rural businesses and rural communities and their residents, for matters that are brought

forward and within the area of responsibility of the Agriculture and Rural Affairs Committee; and

- f) Local boards, agencies and corporations that are created by, and report to, this Committee.
2. Ensure co-ordination and consultation with other Standing Committees and departments where responsibilities overlap on issues related to the rural areas and on issues relevant to the mandate of more than one Committee.
3. Ensure that the meeting Agendas are provided to members and the public ten calendar days in advance of the Agriculture and Rural Affairs Committee meeting (except where an observed holiday necessitates release earlier than ten calendar days).
4. Have the authority to hear briefings on litigious matters related to rural issues and to give direction to the City Clerk and Solicitor on such matters where it is consistent with current Council direction or policy.
5. Receive reports from staff regarding the exercise of delegated authority (By-law 2016-369) on items within the Committee's mandate.
6. Review and make recommendations to Council on all front-ending agreements pertaining to items within the mandate of this Committee.
7. Subsequent to the approval of the budget, consider, for recommendation to Council, all operating and capital budget adjustments pertaining to items within the Committee mandate.
8. Review and recommend to Council the recommendations submitted by the Commemorative Naming Committee with respect to commemorative naming of City parks and facilities in the rural areas.
9. Ensure active public participation by receiving delegations from the public, and holding public hearings as required by statute and Council.
10. Address all matters related to, and arising from, Advisory Committees or Sub-Committees under the Standing Committee's responsibility and that are in line with the established Committee and Council Strategic Plans.

11. Review and recommend to Council revisions to the Agriculture and Rural Affairs Committee Terms of Reference, as required.
12. Have the delegated authority to decide matters that are consistent with the application of federal and/or provincial statutes and/or regulations.
13. Recommend to Council, the City of Ottawa's participation in federal or provincial funding programs for matters within the mandate of the Committee.
14. Monitor federal and provincial legislation with a distinct impact on agriculture and its associated industries.
15. Recommend to Council proposed by-laws that are under the Committee's jurisdiction (i.e. various Kennels by-laws, *Appointment of Fence Viewers By-law*)
16. Recommend for approval by Council, the membership and participation of its Members as municipal representatives in relevant public associations and other government organizations, such as the Rural Ontario Municipal Association (ROMA).
17. Pursuant to the *Delegation of Authority By-law* (Section 10 – Conferences and Conventions), approve Councillors' travel and attendance at conferences that are related to the Committee's mandate.

## **SPECIFIC RESPONSIBILITIES**

The Agriculture and Rural Affairs Committee shall:

### **Agriculture**

1. Support and encourage the appropriate and sustainable use of land for agriculture, forestry and recreation, and actively encourage the establishment and prosperity of farms and related businesses.
2. Identify and promote specialty-type agricultural operations and businesses such as woodlots, hydroponic greenhouses, orchards and nurseries.
3. Identify ways to promote an understanding of the rural and agricultural communities and their issues.
4. Encourage the use of best practices in nutrient management in association with the rural areas and agricultural industry.



5. Encourage the establishment of agricultural operations that are compatible with the quality of life in the rural areas and existing agricultural operations.
6. Encourage strong linkages between the City and federal, provincial and local research facilities in order to benefit from new applications in the agriculture sector.
7. Make recommendations to Council:
  - a) On issues pertaining to agriculture, agri-food, livestock, horticulture, associated industries and related policy matters;
  - b) On matters relating to agri-business including farm labour, large scale agricultural operations, transportation, marketing and promotion of agri-businesses;
  - c) On issues that have significant implications for the rural population including: snowmobile and ATV use; hunting and firearms; use of private agriculture land for public recreational purposes; and wildlife management;
  - d) On matters under the *Drainage Act* and serve as the Court of Revision for the purposes of the legislation by reviewing assessment appeals;
  - e) On by-laws, policies and programs which predominantly or uniquely affect agriculture and associated industries, particularly those by-laws that deal with matters under the *Farming and Food Production Protection Act, 1998*, and the *Weed Control Act*;
  - f) In relation to the municipal role with respect to the administration of the *Livestock, Poultry and Honey Bee Protection Act*.
  - g) On the implementation of federal and provincial legislation related to farm practices;
  - h) On matters associated with the *Line Fences Act* such as *Appointment of Fence Viewers By-law*;
  - i) On appointments to rural entities including Rural Business Improvement Associations ("BIAs"), the Mohr-Quyon Landing Port Authority, the rural panel of the Committee of Adjustment, conservation authorities in the rural areas and the Rural Issues Advisory Committee.

## **Conservation, Wildlife and Forest Management**

8. Make recommendations to Council:

- a) On matters respecting the activities of federal and provincial governments as well as conservation authorities, in the management of water, land and associated resources within their jurisdiction and located in the City's rural areas;
- b) On forest management in the rural areas including identifying the potential of managed forests for enhanced use, and supporting appropriate new forms of development and recreation that contribute to the rural economy;
- c) On matters associated with rural issues as defined within the *Clean Water Act, 2006* and the *Conservation Authority Act*;
- d) On rural tree by-laws enacted under the *Municipal Act, 2001*, and encourage a high standard of private forest management;
- e) On issues of rural servicing including water and wastewater;
- f) On issues pertaining to the recreational use of City-owned properties in rural areas and regulations concerning the discharge of firearms within City limits; and
- g) On matters with respect to the development of a comprehensive wildlife management strategy for the conservation, management and, where necessary, control of wildlife, in conjunction with the appropriate agencies.

## **Rural Economic Development**

- 9. Promote agricultural fairs and rural exhibitions, and promote the formation and sustainability of markets and direct farm sales.
- 10. Make recommendations to Council on economic development policies, strategies, and other initiatives that have an impact on the City's rural areas and interests, including tourism.
- 11. Make recommendations to Council on matters relating to the rural BIA(s) as a means to support and promote economic development in the rural areas.

### **Planning / Servicing / Transportation**

12. Encourage the orderly development and management of growth that maintains and strengthens the character of the City's rural areas, including its hamlets and villages, and promotes the concentration of growth within established and planned settlements.
13. Promote a cost-effective, environmentally sound, comprehensive servicing policy for the City's hamlets and villages.
14. Make recommendations to Council on land use planning, environment and infrastructure, including development of private services where policies apply to the City's rural areas.
15. Monitor and make recommendations to Council on agricultural and village developments and related policies for the City's rural areas, including its hamlets and villages.
16. Make recommendations to Council on policies related to the location, use and reclamation of future and existing landfill sites, pits and quarries in the rural areas.
17. Make recommendations to Council on all transportation matters as they relate to the rural areas, including parking, one-way designations, road accesses, intersection improvements, sidewalks and pedestrian paths, streetscapes, speed zoning, and traffic calming measures.
18. When applicable, and where delegation of authority has been lifted, review and consider reports on the following matters that are consistent with an adopted Council policy and fall within the mandate of the Committee:
  - Subdivision and condominium applications;
  - Extensions of draft plan approvals;
  - Site Plan Control applications;
  - Approval of Zoning By-laws;
  - Land severance applications and minor variances granted by the rural panel of the Committee of Adjustment;

- Official Plan amendments related to the rural areas;
- Street openings and closings;
- Street name changes;
- Rural signage and municipal addressing where the street is wholly located in the rural area;
- Administration and enforcement of the *Ontario Building Code*;
- Lifting of 30 cm reserves;
- Lifting of Holding Provisions;
- Signs By-laws, Amendments and Minor Variances;
- Cash-in-lieu of Parking agreements;
- Grant program for offsetting building permit fees for the construction of buildings/structures requires as a result of the *Nutrient Management Act, 2002* and other environmental protection legislation; and
- Other grant programs, as established by Council, with a focus on the rural areas.

19. The Agriculture and Rural Affairs Committee shall also be responsible for recommending to Council, any proposed action applicable to the rural areas, which is at variance with action taken by staff pursuant to delegated authority.

### **Development Charges**

20. Review and make recommendations to Council on all front-ending agreements pertaining to items within the mandate of this Committee.
21. Review and make recommendations to Planning Committee and/or Council on all issues pertaining to the *Development Charges Act*.
22. Review and make recommendations to Planning Committee and/or Council on the general enactment of the *Development Charges By-law* in rural areas.

23. Review and make recommendations to Council on development charges complaints respecting properties in the rural area.

### **Heritage**

24. Make recommendations to Council on heritage protection in the rural areas through applications and proposals brought forward by the Built Heritage Sub-Committee for designation under the *Ontario Heritage Act* as well as other heritage applications.
25. Make recommendations to Council on general heritage matters including the development and implementation of heritage policies, by-laws, strategies and programs applicable to the rural areas.

### **~~Manotick Mill Quarter Corporation~~**

- ~~26. Oversee and make recommendations to Council on items brought forward by the Manotick Mill Quarter Corporation, that do not fall within the jurisdiction of another Standing Committee.~~