

# Committee Work Plan Tool

**Committee Name:** Agricultural Development Advisory Committee

**Work Plan for Year:** 2019

**Approved by Council:**

Goal	Measurement Stages	Timeline	Measurement for Success
1. Review and advise Council and Ec Dev on matters related to agricultural industry to improve economic environment of the agricultural sector and prosperity of the rural areas	<ul style="list-style-type: none"> <li>a) As issues arise</li> <li>b) ADAC Meetings called</li> <li>c) Items Discussed</li> <li>d) Report to Council</li> </ul>	Ongoing	Council Adoption
2. Host VIP Agricultural Tour to allow for education and open dialogue in context of modern farming and agri-business	<ul style="list-style-type: none"> <li>a) Set Sub-committee</li> <li>b) Hold Planning Meeting</li> <li>c) Contact Hosts</li> <li>d) Send Invitations</li> <li>e) Prepare Program</li> <li>f) Register Invitees</li> <li>g) Host Tour</li> <li>h) Thank Hosts</li> </ul>	<ul style="list-style-type: none"> <li>a) February</li> <li>b) April</li> <li>c) May</li> <li>d) July</li> <li>e) August</li> <li>f) August</li> <li>g) September</li> <li>h) September</li> </ul>	<ul style="list-style-type: none"> <li>a) Committee set</li> <li>b) Meeting Held</li> <li>c) Hosts Confirmed</li> <li>d) Invitations Sent</li> <li>e) Program Complete</li> <li>f) Bus Filled</li> <li>g) Tour Held &amp; Council Informed</li> <li>h) Thank you letters sent</li> </ul>
3. ADAC Members Participate at East Central Farm Show Booth with Ec Dev to increase visibility access to ADAC	<ul style="list-style-type: none"> <li>a) Set Volunteer Schedule</li> <li>b) Work Booth at Show</li> </ul>	<ul style="list-style-type: none"> <li>a) February</li> <li>b) March</li> </ul>	<p>ADAC and CKL farm business operators better able to speak publicly on issues affecting agriculture</p> <p>Farm Businesses Connected with ADAC representatives</p>
4. ADAC to act as the Steering Committee for the development of the 2020-2025 Agriculture and Food Action Plan	<ul style="list-style-type: none"> <li>a) Attend Agriculture and Food Summit</li> <li>b) Review presentation(s) and draft action plan from Consultant and provide feedback</li> <li>c) Endorse final Plan with recommendation for Council adoption.</li> </ul>	<ul style="list-style-type: none"> <li>a) March</li> <li>b) June</li> <li>c) August</li> </ul>	Updated Agriculture and Food Action Plan to guide growth and development of sector from 2020 to 2025.

Goal	Measurement Stages	Timeline	Measurement for Success
5. ADAC to actively participate in the development of the Comprehensive Rural Zoning By-law	a) Provide input into By-law development on matters affecting rural and agricultural land use.	a) June to December as requested. This is a 2 year initiative of Planning.	a) Modern Zoning By-law to reduce restrictions for agriculture and food businesses; clearly identify permitted uses, and for uses with a lesser connection to agriculture in agricultural zones, develop as-of-right zoning criteria for proposed on-farm uses that are compatible with neighbouring agricultural uses as per provincial policies to reduce red tape.