

**Submitted by Middlesex Federation of Agriculture**

# **Special Resolution to the OFA**

**for a By-Law amendment to restructure the Policy Advisory Council into a Resolution Development Council**

**WHEREAS** the OFA board has identified the need to revise the structure and organization of the Policy Advisory Council; and

**WHEREAS** the proposal of a Federation Forum eliminates significant opportunities for participation in OFA province wide events by grassroots OFA Membership;

**THEREFORE BE IT RESOLVED** that Article 1 of the proposed By-law # 23-2 be amended or revised to include the following Definitions:

1. "Councillor" means a Member elected by the Regional Federations to be a member of the Resolution Development Council;
2. "Regional Federation" means any of the regional or county federations of Agriculture;
3. "The Council" means the Resolution Development Council

**FURTHER BE IT RESOLVED** that Article 18 and subsequent Articles be renumbered in the proposed By-law 23-2, and a new Article 18 be inserted to read:

## **18. RESOLUTION DEVELOPMENT COUNCIL**

**18.1 PURPOSE** The Resolution Development Council will serve to aid the OFA and the Regional Federations in the process of resolution development, and as a forum for networking, leadership training, and information sharing.

### **18.2 ELECTION OF COUNCILLORS**

The Resolution Development Council shall be comprised of the Councillor(s) elected from the board of directors of each Regional Federation, the Agricultural/Commodity Organization Members, and the OFA Board.

- i) Each region may elect from their board one (1) Councillor per a fixed number of members within the region. (25% of OFA Delegates)
- ii) Each Agricultural/Commodity Organization Members may elect from their board one (1) councillor. (25% of OFA Delegates)
- iii) The OFA Board may elect from their board five (5) Councillors (27.8% of OFA Directors)

Elections shall take place no later than 1 month prior to the OFA's Annual General Meeting.

### **18.3 TERM**

Councillors will begin serving after the adjournment of the Annual General meeting and will serve until the adjournment of next Annual General meeting.

### **18.4 MEETINGS**

The Council shall meet at least three (3) times in each fiscal year. Councillors may participate in Council and committee meetings by telephonic or electronic means, provided that such means permit all participants to communicate with each other. A Councillor so participating shall be deemed to have been present at the meeting.

### **18.5 CHAIR**

The Council will establish a process to elect or appoint a Councillor to Chair the meetings of the Council.

### **18.6 COUNCIL SECRETARY**

The Council will establish a process to elect or appoint a Council Secretary to take the meetings of the Council meetings.

### **18.7 STEERING COMMITTEE**

The Steering committee shall consist of the Chair, Secretary, President of the OFA, and three (3) additional councillors. The Council will establish a process to elect or appoint those councillors to the Steering Committee. Council Committee Meetings shall be chaired by the Chair.

### **18.8 AGENDA**

The agenda for each meeting shall be set by the Steering Committee.

### **18.9 REMUNERATION AND EXPENSES**

The Councillors may be paid remuneration and traveling expenses in accordance with the OFA Board Expense Policy.

**18.10 ATTENDANCE** If a Councillor is unable to attend at Board meeting, they will send their regrets to the Chair at the earliest opportunity.

### **18.11 MINUTES**

Minutes shall be taken at all meetings by the Secretary of the Council or their designate, and shall include:

- (a) the time that the meeting is called to order;
- (b) the names of all Councillors and staff who are present, and any regrets received;
- (c) any guests in attendance;
- (d) the approval of the agenda and minutes of the previous meeting;

- (e) motions, noting the mover and seconder;
- (f) whether each motion has been carried or defeated;
- (g) items of information, including correspondence received by the Council;
- (h) committee reports presented to the Council;
- (i) the time the meeting was recessed or adjourned.