

Agricultural Transportation Committee

Terms of Reference

OBJECTIVE

To create a forum that will enable timely communications and discussion of major agricultural transportation issues that will affect industry. This will be achieved through a committee which will be known as the Agricultural Transportation Committee.

COMMITTEE REPRESENTATION

Representation on the Committee will consist of:

NSFA registered farms representing farms most commonly affected by transportation issues:

- 5 NSFA Members at Large
- 1 NSFA Executive representative
- 2 representatives from NS Department of Transportation and Infrastructure
 - Renewal (one from policy; the other from enforcement)
- 1 representative from Service Nova Scotia
- 1 representative from the Royal Canadian Mounted Police
- 2 representatives from the Nova Scotia Department of Agriculture
- 1 representative from farm equipment dealers
- 1 representative from Society of Farm Safety Nova Scotia

Planning and secretarial support will be provided by the NSFA.

Meeting participation will be expanded on an 'as needed' basis. Industry, Government and other individuals may be invited to attend meetings and share expertise when required.

Each new committee membership is a 3-year term, for a maximum of 2 terms. Existing members will be introduced to staggered terms, any current member will be eligible for a 1,2, or 3-year term renewal (selected by random draw).

MEETING LOGISTICS

Chair:

Meetings will be chaired by the NSFA Executive Committee representative

Frequency and Scheduling:

Meetings will be held on an "as needed" basis with a minimum of once a year.

Location:

Meetings will be held in Truro or in any other location as needed. Depending on the topic(s) some meetings may be facilitated through a conference call.

Agenda Setting:

Agenda items will deal with broad/ major agricultural transportation issues that are of interest to the industry overall or to a significant sector.

Records of Discussions:

Attendance and outcomes of discussions (agreed upon decisions) with 'move forward' actions will be recorded.

OPERATING PRINCIPLES

1. Discussions are open and frank and committee members exercise discretion with information that is confidential in nature and that is shared in confidence.
2. Committee members participate in good faith respecting the fact that there may be differences of opinions based on their respective mandates and corporate interests.
3. Committee members seek to find common ground on matters of shared/ common interests and are committed to moving forward decisions and actions that have been mutually agreed upon.
4. Points of view and understanding of this committee in its majority will be endorsed by the committee.

ROLES and RESPONSIBILITIES

NS Federation of Agriculture will:

- Provide dates for the meetings;
- Participate in agenda preparation;
- Determine and coordinate required meeting participation;
- Ensure meetings are conducted in accordance with operating principles;
- Provide required support materials;
- Provide information to the Council of Leaders and membership by Newsletter, website, and E-Newsletter;
- Be responsible for all written correspondence and be the signatory on behalf of the committee; and
- Provide coverage for expenses for NSFA representatives attending meetings of this group.

Committee Members will:

- Provide leadership in the area of implementation of the requests contained within resolutions or requests addressed to the committee.
- Attend Committee meetings and participate in Committee activities whenever possible; three consecutive missed meetings without cause triggers automatic dismissal from the committee.

Approved by the NSFA Council of Leaders, February 2016