

POWELL RIVER REGIONAL DISTRICT
AGRICULTURAL ADVISORY COMMITTEE

Terms of Reference – December 19, 2017

Mandate:

The Agricultural Advisory Committee provides advice on matters relating to agriculture in the Powell River Regional District.

Authority:

The Agricultural Advisory Committee is a select committee of the Regional Board and has the authority to provide advice to the Regional District on all matters related to its mandate. On reference from the Regional District, the Committee will provide advice on:

- Official community plans and land use plans with respect to the formulation of agricultural policies and of plan amendments which may impact agricultural lands and farm operations;
- Land use applications and development proposals which could potentially impact agricultural lands and farm operations; and
- Agricultural Land Reserve applications for subdivision, exemptions and non-farm use.

Membership:

The Agricultural Advisory Committee shall be comprised of the following:

Voting Members

- Four members of the Powell River Farmer's Agricultural Institute
- One or three members-at-large (depending on availability of suitable candidates) with expertise or experience related to the Committee's mandate.

All voting members shall be full-time residents in the Powell River Regional District.

Non-Voting Members

- One Regional District Director
- One representative of the Ministry of Agriculture (depending on availability)
- One representative of the Agricultural Land Commission (depending on availability)

Appointments:

All committee members shall be appointed by the Regional Board for two-year terms.

The Powell River Farmer's Agricultural Institute will nominate representatives for vacant seats in writing to the Regional District.

The Regional District will advertise applications for vacant seats for members-at-large in the local Powell River and Texada Island newspapers and through its website.

The Regional District shall refer short-listed applications to the Committee for their comments before the Regional Board makes any appointments. Notwithstanding this referral, the Regional Board retains the right to select the members it deems most appropriate.

All subsequent appointments will be made each December at the first regular meeting of the Regional Board. Members may be re-appointed at the option of the Regional Board.

A vacancy arising during the term of an appointment shall be filled for the remainder of the term as soon as a suitable replacement can be selected.

Committee Expenses:

Committee members will serve without remuneration.

Costs of copying and circulating materials for agendas and miscellaneous expenses will be financed through the Planning budget of the Regional District.

Chair:

The Committee will elect a chair annually at the first meeting after new members are appointed.

Meeting Procedures:

The committee will meet once each February and October. Additional meetings may be called by the committee chair, as required.

Meetings are conducted in accordance with Section 6 of Board Procedure Bylaw No. 479, 2013.

Resources:

The CAO will determine and assign staff members as an advisor to the committee and a recording secretary. Committee and meeting expenses will be provided for in the Financial Plan.

Tenure:

The Committee will serve until otherwise directed by the Board.

Reporting:

The Committee shall report to the Regional Board through the Committee of the Whole which may refer the matter to other committees or agencies as deemed appropriate.

Conflict of Interest:

A Committee member having a proprietary interest in a land use application or development proposal before the Committee or who is personally affected by any other matter before the Committee must declare a conflict of interest stating the nature of the interest and shall not participate in any discussion and subsequent recommendation on the particular matter.

Attendance:

Members are expected to regularly attend committee meetings. Absence from two consecutive meetings without notification to the Chair and without reasonable cause will be grounds for the committee to recommend the Regional Board remove the member from the committee.