

## **REGIONAL DISTRICT OF NANAIMO**

### **AGRICULTURAL ADVISORY COMMITTEE TERMS OF REFERENCE**

February 25, 2014

#### **BACKGROUND**

The Regional District of Nanaimo (RDN) established an Agricultural Advisory Committee in 2008 to assist in a range of RDN initiatives, such as the preparation of an Agricultural Area Plan (AAP) and provide comments and recommendations to the Board on a range of agricultural issues. The RDN adopted the AAP on October 23, 2012. The AAP includes recommendations for action in support of local agriculture and aquaculture in the RDN.

One of the recommended actions included in the AAP is to establish a Committee to guide the implementation of the AAP and provide the Regional Board with ongoing advice and recommendations on agricultural related items. These Terms of Reference expand the role of the AAC to include reference to the preparation and implementation of the AAP.

#### **PURPOSE**

The role of the AAC is to increase awareness of agricultural issues in the RDN, assist in the implementation of the RDN AAP and other agricultural related initiatives, and provide local perspective and expertise to advise the Regional Board on a range of agricultural issues on an ongoing and as needed basis as directed by the Board.

#### **ROLES AND RESPONSIBILITIES**

The AAC will, upon the Regional Board's direction, be responsible for advising the Regional Board on a number of initiatives including:

- monitoring and evaluating the AAP and its implementation;
- preparing regular reports to the Board with RDN staff assistance;
- providing comments and recommendations to the RDN Board as it relates to agriculture on items including, but not limited to, the Regional Growth Strategy (RGS), Official Community Plans (OCP), Local Area Plans, reviews of RDN Zoning Bylaws, Parks and Trails Master Plans, Drinking Water and Watershed Protection Plans, Liquid Waste Management Plans, Rainwater Management Plans, noxious weed/insect control, and other items referred to the AAC by the Board upon request or as directed by Board policy;
- providing comments and recommendations on applications under the Agriculture Land Commission Act for exclusion, subdivision or non-farm use of ALR land;
- promoting public awareness of agriculture and its role and economic value in the community; and,
- advocating on behalf of the agricultural community.

#### **MEMBERSHIP**

The AAC will consist of a maximum of ten members appointed by the Regional Board representing a diverse range of interests including elected officials, commodity groups/producers, and established regional farming and aquaculture organizations. AAC members should reside, own property, or conduct business within the RDN.

Membership representation will be as follows:

Community Members:

- Two members who actively participate in agriculture in District 68;
- Two members who actively participate in agriculture in District 69;
- Two members representing regional agricultural organizations;
- One member representing shellfish aquaculture organizations.

Elected Members:

- One Electoral Area Director from District 68;
- One Electoral Area Director from District 69; and
- One Municipal Director.

Community members will be appointed by the Regional Board through an open application process. Members will be recruited through advertisements in local media, word of mouth, and use of the RDN website. In addition, direct invitations may be used to solicit participation by the specific interests listed above. Applications must demonstrate the applicant's interest in agriculture and ability to commit the necessary time to the AAC.

The Regional Board will appoint two Electoral Area Directors and one Municipal Director as outlined above. The Board will designate one of the three Board representatives as the Chairperson for the AAC.

#### *Non-Voting Advisors*

The AAC may seek representatives from other organizations to advise the AAC, from time to time on an as needed basis, to provide expertise in response to the needs of the AAC.

#### **TERM**

The term of appointment for AAC members is two years. In order to allow staggering of Committee membership and allow for greater continuity for the AAC and its works, approximately half of the Community member terms will expire each year.

No substitute members will be permitted. If a member must resign from the Committee, their position will be filled through the application process.

No remuneration for participation on the Committee is provided unless otherwise approved by the Board. However, if Committee activities coincide with meal times, meals may be provided.

#### **CONFLICT OF INTEREST**

AAC members having a priority or pecuniary interest in a matter discussed by or are personally affected by a matter discussed by the AAC must declare a conflict and step aside from the discussion and subsequent vote/motion on that particular matter.