

THE FOLLOWING DOCUMENT HAS BEEN REPRODUCED FOR CONVENIENCE ONLY and is a consolidation of the following:

1. Maple Ridge Agricultural Advisory Committee Amending Bylaw No. 6667-2009
2. Maple Ridge Agricultural Advisory Committee Amending Bylaw No. 6797-2011

Individual copies of any of the above bylaws can be obtained by contacting the Clerk's Department.

CORPORATION OF THE DISTRICT OF MAPLE RIDGE

BYLAW NO. 6471-2007

A Bylaw to establish an Agricultural Advisory Committee

WHEREAS Council is authorized to establish by bylaw an Agricultural Advisory Committee pursuant to Part 27 of the Local Government Act;

AND WHEREAS Council considers that it is in the public interest to establish an Agricultural Advisory Committee to advise the Council in respect of agricultural matters and to undertake and support activities in the District that promote farming and assist in the protection of agricultural lands.

NOW THEREFORE, the Council of the Corporation of the District of Maple Ridge in open meeting assembled, **ENACTS AS FOLLOWS:**

1.0 TITLE

This bylaw may be cited for all purposes as "Maple Ridge Agricultural Advisory Committee Bylaw No.6471-2007"

2.0 INTERPRETATION

"Committee" means the Agricultural Advisory Committee established under Section 3.

3.0 ESTABLISHMENT, COMPOSITION, AND APPOINTMENT OF COMMITTEE

3.1 There is hereby established an Agricultural Advisory Committee known as the Maple Ridge Agricultural Advisory Committee.

3.2 The Committee shall be composed of not less than 13 and not more than 16 members including non-voting members;

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3.3 Membership on the Committee shall consist of:

Voting Members:

- a) Two members from Council;

- b) One member nominated by the Haney Farmer's Market;
- c) One member nominated by the Agricultural Fair Board;
- d) Five members actively involved in the agricultural sector appointed by Council;
- e) A maximum of 4 members-at-large appointed by Council with priority given to those who reside in Maple Ridge and are knowledgeable about agriculture;
- f) One member nominated from the Maple Ridge Economic Advisory Commission.

Non-Voting Members:

- g) One member from the Agricultural Land Commission who shall serve as a liaison and attend when available to do so;
- h) One member from the Ministry of Agriculture, Food, and Fisheries who shall serve as a liaison and attend when available to do so;

- 3.4 At the first meeting of the year, voting members will appoint a Chairperson and Vice Chairperson. The Vice-Chairperson will act in the absence of the Chairperson.

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- 3.5 After initial appointments, Council appointed Members of the Committee shall be appointed pursuant to Section 3.3 for a two year term, in the month of September to commence their term of office on January 1st of the following year.

- 3.6 Subject to Section 3.7, all members shall hold office until the later of December 31st or until their successors are appointed. Members shall be eligible for re-appointment to a maximum of three (3) successive terms.

- 3.7 When the membership of the Committee falls below seven (7) any vacancy occurring in the membership of the Committee shall be filled forthwith by the Council for the unexpired term of vacancy. Any member appointed in mid-term shall be eligible upon conclusion of the term for reappointment to a maximum of three (3) successive terms.

- 3.8 The Council may terminate the appointment of any member of the Committee, and Council will provide notice and the reason for such termination in writing.

- 3.9 The Chairperson shall advise Council immediately in writing of any member who has been absent from meetings of the Committee for three (3) consecutive meetings without prior leave of absence having been granted by the Committee. Leaves of Absence greater than three (3) consecutive meetings may, by a majority vote of the Committee, be granted when the request for the Leave of Absence is received in writing, prior to the said Leave taking place.

- 3.10 No member of the Committee shall receive any remuneration for services, however, a member shall be reimbursed for any reasonable out of pocket expenses incurred on behalf of and previously approved by the Committee.

4.0 TERMS OF REFERENCE

- 4.1 The Committee is appointed for the purpose of advising the Council on agricultural matters and undertaking and providing support for such activities as benefit and provide for the advancement of agricultural activities in the District.

5.0 DUTIES OF COMMITTEE

5.1 The Committee will:

- i) advise Council on any matter referred to it by the Council;
- ii) undertake and provide support for such agricultural activities as approved by Council;
- iii) present an annual report to Council, setting out its activities and accomplishments for the previous year, and include any financial statements which Council requires;
- iv) meet not less than once per quarter, each calendar year, unless otherwise directed by Council.

5.2 The Committee may:

- a) develop and implement educational and public awareness programs related to agriculture in the District;
- b) support projects that promote local agriculture;
- c) make recommendations on agricultural policies and advise Council on policy issues relating to agricultural land and appropriate land uses in agricultural areas.

6.0 OPERATIONS OF COMMITTEE

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- 6.1 The Committee may adopt such rules for its procedures consistent with the provisions of the Community Charter, Council Procedures Bylaw No. 6472-2007 or this Bylaw as it may deem expedient and may alter, amend or vary the same as it may be required provided that copies of such rules and procedure and variations and amendments of the rules shall forthwith be forwarded to the Manager of Legislative Services.
- 6.2 The Committee shall hold regular meetings, at such time and place within the District as it may decide, and the presence of 50% +1 of the voting members in office shall constitute a quorum.
- 6.3 The Chairperson, or any two (2) members may summon a special meeting of the Committee by giving at least four (4) days notice in writing to each member stating the purpose for which the meeting is called.
- 6.4 The Chairperson may appoint sub-committees from within the Committee as he or she may deem necessary.
- 6.5 All members of the Committee, including the presiding member, may vote on questions before it, and in all cases where the votes of the members present are equal for and against the question, the question shall be negatived. Any member then present who abstains from voting shall be deemed to have voted in the affirmative.
- 6.6 The Chairperson shall preserve order and decide all points of order which may arise, subject to an appeal to the other members present. All such appeals shall be decided without debate.

- 6.7 All questions before the Committee shall be decided by a majority of the members present at the meeting.
- 6.8 No act or other proceedings of the Committee shall be valid, unless it is authorized by resolution at a meeting of the Committee.

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- 6.9 All meetings of the Committee shall be open to the public except that a part of a meeting may be closed to the public where in accordance with the Community Charter the subject matter considered falls within those classes of matters that may be considered closed. Before a meeting or part of a meeting is to be closed the Committee must state, by resolution, the fact that the meeting is to be closed and the basis for such closure.
- 6.10 Staff of the District of Maple Ridge shall be assigned to provide the Committee with technical advice, and required secretarial and minute services.
- 6.11 The Council may include in its annual budget such sums as are necessary to defray the expenses of the Committee. The Committee shall provide a detailed budget proposal to Council on or before October 1st of the year preceding the budget.
- 6.12 Subject to District of Maple Ridge Purchasing Policy 5.45, the Committee may hire consultants based on its approved budget to assist in implementing the duties specified in Part 5.0 and subject to the District Purchasing Policy.

7. CONFLICT OF INTEREST

- 7.1 If a Committee member attending a meeting of the Committee considers that he or she is not entitled to participate in the discussion of a matter or to vote on a question in respect of a matter because the member has a direct or indirect pecuniary interest in the matter or for any other reason, the member must declare this and state the general nature of why the member considers this to be the case.
- 7.2 After making the declaration, the Committee member:
- a) must not take part in the discussion of the matter and is not entitled to vote on any question in respect of the matter;
 - b) must immediately leave the meeting or that part of the meeting during which the matter is under consideration; and
 - c) must not attempt in any way, whether before, during or after the meeting, to influence the voting on any question in respect of the matter.

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- 7.3 When the member's declaration is made, the person recording the minutes of the meeting must record the member's declaration, the reasons given for it, and times of the member's departure from the meeting room, and if applicable, the member's return.

8. MEDIA CONTACT

The Chairperson or other person appointed by the Committee shall be the spokesperson for the media and other public information sources.

9. INTERPRETATION

Wherever the singular or the masculine are used in the Bylaw, the same shall be construed as meaning the plural or the feminine or the body politic or corporate where the context or the parties hereto so require.

READ a first time the 27th day of February, 2007

READ a second time the 27th day of February, 2007

READ a third time the 27th day of February, 2007

RECONSIDERED AND FINALLY ADOPTED the 13th day of March, 2007

MAYOR

CORPORATE OFFICER