



2009 TERMS OF REFERENCE

AGRICULTURAL ADVISORY COMMITTEE

1. The Committee shall consist of **EIGHT (8)** voting members appointed by City Council for a one year term as follows:
 - One (1) Council Representative
 - Seven (7) members of the Agricultural Community/Development Community
2. The Council Representative shall appoint a Chair at the first meeting of each year.
3. The Council Representative will act as the Vice-Chair.
4. Four (4) Committee members shall constitute a quorum.
5. Recording Secretary shall be provided by the Clerk's department.
6. City staff are available as resource persons and will only attend meetings by invitation to provide comments on their individual areas of expertise as required.
7. The Committee shall meet on a regular basis as determined and approved by City Council, but not less than four (4) times per year.
8. The Committee's mandate is to make recommendations to Council on all matters referred to the Committee, including:
 - Making recommendations on all aspects of the Agricultural Community, including land use, regulatory and economic development matters;
 - Reviewing initiatives to enhance the Agricultural Economy and promote Agri-business and Agri-tourism opportunities;
 - Providing input on submissions to other levels of Government;
 - Advising the Director of Engineering and Development, or designate, of issues related to the irrigation system, drainage, roads or other municipal services affecting agricultural lands.
 - The committee will not participate in operational matters respecting the City of Penticton.
9. Disqualification from Office for Failure to Make an Oath or Attend Meetings

If a person elected or appointed to an advisory committee does not make the required oath within a reasonable amount of time, the office is deemed to be vacant and the person is disqualified from taking and holding office.



- If an advisory committee member is continuously absent from committee meetings for a period of four (4) consecutive regularly scheduled meetings, unless the absence is because of illness or with the leave of the committee members, the office of the member is deemed to be vacant and the person who held the office is disqualified from holding office on the advisory committee of the City of Penticton.
10. Should a Closed meeting be held by the Committee, members must keep in confidence, any information considered in any part of said meeting until such time as the information is released to the public as lawfully authorized or required. Should the municipality suffer loss or damage due to contravention of confidentiality, the municipality may recover damages from the person(s) for the loss or damage.
 11. The Mayor will sign all correspondence initiated by the Committee on behalf of the City of Penticton.