



# TERMS OF REFERENCE LAND USE COMMITTEE

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**DIVISION:** COMMITTEES

**SUBSECTION:** LAND USE COMMITTEE

**APPROVED BY:** BCAC BOARD

**EFFECTIVE DATE:**

**REVISED:** MAY 4, 2022

## 1. BACKGROUND

Protecting farmland is vital to the future success and sustainability of agriculture in B.C. The establishment of the Agricultural Land Commission (ALC) and the Agricultural Land Reserve (ALR) goes some way toward addressing this issue. However, there are areas for potential improvement in the administration and regulation of the ALR. There are also many other policies and regulations that can impact land use, including taxation, municipal zoning, and municipal bylaws. Addressing these issues requires coordinated agriculture industry input.

## 2. PURPOSE, SCOPE & TERM

The Land Use Committee will facilitate industry input directed to relevant stakeholders. The BCAC Board has directed the Land Use Committee to engage in the following:

The Committee will:

- 1) Seek ways to improve the implementation of, or amend, the Agricultural Land Commission Act and related Regulations, as well as providing recommendations to the BCAC Board of Directors for specific issues that need to be raised with the ALC and/or relevant Ministers.
- 2) Consider legislative and regulatory changes to farm classification and taxation that ensure agricultural land is primarily used for agricultural production.
- 3) Develop recommendations for programs or initiatives that address land improvement costs.
- 4) Provide feedback on any government policies that could affect the integrity of the ALR.
- 5) Review provincial, regional, and municipal land use regulations as needed to identify opportunities to enhance protections for farmland.
- 6) Exchange relevant information and best practices from their respective sectors.

The Terms of Reference of the Committee will be reviewed annually by BCAC Board of Directors.

## 3. AUTHORITY

This is an operational committee formed by and accountable to the BCAC Board of Directors.

#### 4. MEMBERSHIP

Committee members will be appointed by the BCAC Board of Directors with input from BCAC members. Membership will attempt to reflect the diversity of the BCAC membership, while limiting the overall size of the Committee. Membership will target members most impacted by the subject of the Committee and will consist of producers. Board representation on the Committee will include at least one but no more than two BCAC Board members.

The Committee will initially be comprised of representatives from any interested member groups. To ensure the effectiveness of the Committee, it should not have less than five members and have no more than ten members.

The BCAC President or designate from the Board will be an ex-officio member of the Committee.

Additional participants may be invited to participate in meetings by the Chair or on the Committee by the BCAC Board of Directors as deemed appropriate.

#### 5. COMMITTEE MEMBERS COMMITMENT

Committee members commit to:

- Making all reasonable efforts to attend meetings and conference calls as scheduled by the Chair,
- Attend at least 50% of meetings in a 12-month period and be adequately prepared to participate,
- Reviewing discussion materials in advance of meetings,
- Submitting all travel claims to the Committee secretariat within 30 days of the meeting,
- Being familiar with and adhering to the **BCAC Code of Conduct for Directors, Committee Members, and Staff**,
- Abiding by the decision of the majority.

#### 6. COMMITTEE PROCEDURES

##### 1) Perspective

- Committee members are expected to bring the perspective of their representative organization, or sector, to discussions.
- Decisions should be made in the spirit of supporting the short and long-term sustainability of B.C. farmers and ranchers.

##### 2) Meetings

- Annual: in-person or conference call meetings depending on the location of Committee members and meeting agenda.
- Additional meetings: as required and at the discretion of the Chair.
- In-person meetings with expenses require pre-approval by the BCAC Executive Director.

##### 3) Committee Chair

- Will be appointed by BCAC Board of Directors, and the Chair will be reaffirmed annually.
- Is responsible for calling and chairing meetings.
- Will work with the BCAC Policy Director to:
  - Set agendas,
  - Ensure materials are prepared and distributed, and
  - Report to the BCAC Board.

## 4) Secretariat

- BCAC staff will provide secretariat services for the Committee.
- Meeting notes will be prepared by the secretariat and submitted to the Committee for review and approval.

## 5) Decision Making

- If possible, decisions will be made on a consensus basis. Where votes are required, each member will have one vote. A simple majority is needed for a vote to pass.
- Quorum for a meeting will be 2/3 of the members.

## 6) Communication

- Primary communications with BCAC Board and member organizations will be through BCAC staff (the secretariat).
- Committee members are expected to consult with their industry groups to ensure that the interests of all parts of the agri-food system are considered during Committee discussions.

**7. RENUMERATION & EXPENSES**

No per diems will be paid by BCAC for committee members.

Costs of attending meetings will be reimbursed to members in accordance with the BCAC Expense Policies.