



To: Planning Committee

Date: January 18, 2005

From: Terry Crowe  
Manager, Policy Planning

File: 01-0100-20-AADV1-  
01/2004-Vol 01

Re: **AGRICULTURAL ADVISORY COMMITTEE 2004 ANNUAL REPORT AND 2005  
WORK PROGRAM**

**Staff Recommendation**

That the 2005 Work Program of the Agricultural Advisory Committee be approved.

Terry Crowe  
Manager, Policy Planning  
(4139)

Att. 3

<b>FOR ORIGINATING DIVISION USE ONLY</b>		
<b>CONCURRENCE OF GENERAL MANAGER</b>		
<b>REVIEWED BY TAG</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>
<b>REVIEWED BY CAO</b>	YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>

## Staff Report

### Origin

The Agricultural Advisory Committee (AAC) was established in 2003 upon completion of the Agricultural Viability Strategy (AVS).

The purpose of the AAC is to provide advice from an agricultural perspective to Council and City Staff on a range of issues and projects that may have impacts on agriculture in Richmond. The AAC is also responsible for prioritizing and implementing the recommendations in the AVS.

The Terms of Reference of the AAC are included as **Attachment 1**.

### Analysis

#### 2004 Annual Report

The highlights of the AAC's activities of 2004 are summarized in its 2004 Annual Report (**Attachment 2**).

#### 2005 Work Program

The proposed AAC Work Program for 2005 is outlined in **Attachment 3**.

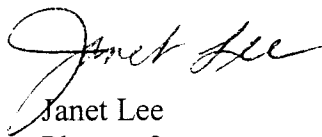
### Financial Impact

The AAC receives an annual operating budget of \$5,000 which is budgeted for in the 2005 base budget.

### Conclusion

Ongoing implementation of the Agricultural Viability Strategy is required to enhance the long-term viability of farmlands in Richmond. The AAC provides valuable guidance on a range of issues, projects and development proposals that impact the agricultural community.

A work program for 2005 is recommended for approval.



Janet Lee  
Planner 2  
(4108)

JL:cas

**CITY OF RICHMOND  
AGRICULTURAL ADVISORY COMMITTEE  
TERMS OF REFERENCE**

**1. Purpose**

These terms of reference shall apply to governance and operation of the City's Agricultural Advisory Committee (AAC).

**2. Name**

The community-based advisory committee shall be called the "Agricultural Advisory Committee" (AAC).

**3. Mandate**

The Agricultural Advisory Committee shall:

- a) Provide advice (e.g., information, options and recommendations) to City Council on agricultural issues (e.g. farm community, land use, diversification, constraints, urban-rural issues, servicing, etc.) of concern to the community.
- b) Advise and assist City Council and City staff in implementing the "Richmond Agricultural Viability Strategy" with assistance from the Agricultural Land Commission and the Ministry of Agriculture, Food and Fisheries;
- c) Work in conjunction with City staff regarding submissions to other levels of government;
- d) Review and comment from the agricultural viability perspective on issues, plans and specific development applications referred by staff or Council;
- e) Promote awareness, education, consensus and partnerships of agricultural issues in Richmond; and
- f) Review the mandate of the AAC every year and recommend any changes deemed necessary.

**4. Membership**

**Voting Members**

- a) The Committee shall consist of nine (9) voting members appointed by Council, including:
  - Five (5) "farming representatives" chosen from nominations by the Richmond Farmers' Institute. A "farming representative" is defined as a farmer who derives a majority of his/her income from farming.
  - Two (2) farming representatives from the general agricultural community (nursery, livestock, equestrian, greenhouses, crops, etc.).
  - One (1) representative from the Advisory Committee on the Environment.
  - One (1) representative from the community at large.

- b) For the year 2002, five (5) members shall be appointed up to a one and one half (1 ½) year term and five (5) members up to a two and one half (2 ½) year term, and thereafter all members shall be appointed for a two year term.
- c) The chairperson shall be elected from the Committee membership at the first meeting of the new calendar year term and shall preside at all the meetings where possible and in his/her absence, an acting chairperson shall be appointed for that meeting by those members present. The chairperson shall be entitled to vote at all meetings.

Community Advisory Members (Non-Voting)

- a) The Committee shall also consist of the following including:
  - A liaison City Councillor;
  - A representative from the Ministry of Agriculture, Food and Fisheries;
  - A representative from the Agricultural Land Commission;
  - A staff member from the Engineering/Public Works Department;
  - A staff member from the Urban Development Division;
  - A staff member from the RCMP; and
  - Others as necessary.

**5. Selection**

- a) The selection of AAC members shall be according to Council policy and procedures (e.g. The City Clerk's office will place public advertisements in the media);
- b) To achieve a viable committee, AAC members, Richmond Farmers' Institute and staff may encourage:
  - Individuals to apply to the AAC, and
  - Applicants from particular agricultural groups, organizations, or sectors to apply; and
- c) AAC appointments shall be made by City Council.

**6. Meetings**

- a) The Committee shall endeavour to meet monthly.
- b) The meetings shall be open meetings held at City Hall.
- c) At all meetings five (5) voting members shall constitute a quorum.  
Recommendations of a quorum shall be considered those of the full Committee.
- d) Minutes of each Committee meeting shall be kept by City staff.

**7. Annual Report**

The Agricultural Advisory Committee shall present:

- a) An annual year end progress report to Council which outlines activities and expenditures of the previous year, and
- b) A proposed work program and budget for the coming year.

**AGRICULTURAL ADVISORY COMMITTEE  
2004 ANNUAL REPORT**

**Highlights of 2004 Work Program**

- Council established the Agricultural Advisory Committee (AAC) and appointed nine members representing the farming community, the Advisory Committee on the Environment and a member at large. The AAC also consists of non-voting members representing Council; Ministry of Agriculture, Food and Fisheries; Agricultural Land Commission; and the Urban Development Division.
- The AAC held its first meeting on July 9, 2003 and elected two co-chairmen, Bruce May and Ian Chang.
- The Committee completed its first full year of operation in 2004 and carried out a very active work program during the year.
- The Committee met eight times between January and November 2004 and completed the work items outlined in the following Work Program table.

**Agricultural Advisory Committee 2004 Accomplishments**

<b>Projects</b>	<b>Results Expected</b>	<b>Objectives and Deliverables</b>	<b>Accomplishments and Comments</b>
Major development proposals	Agricultural perspective and advice to Council	Review proposals and provide comments.	<ul style="list-style-type: none"> <li>• Reviewed and commented on 10 development proposals (see list below).</li> <li>• Met with staff to explore a process for regulating the removal and deposit of soils in the ALR.</li> <li>• Met with staff to discuss the need to develop a comprehensive approach to riparian regulations.</li> </ul>
Flood Protection and Management Steering Committee	Agricultural perspective and input	Monitor progress, review and comment on reports and proposals.	<ul style="list-style-type: none"> <li>• Represented on the City's Flood Protection and Management Steering Committee.</li> </ul>
Drainage/irrigation program for agricultural areas	Agricultural perspective	Monitor progress and review proposals.	<ul style="list-style-type: none"> <li>• Met with City Engineering staff to discuss 2004 Drainage Capital Projects as it affects farm areas.</li> </ul>
Public Awareness and Education	Improved awareness and understanding of agriculture and its role in the community among Council, staff and the public	<ul style="list-style-type: none"> <li>• Plan and organize a farm tour.</li> <li>• Initiate construction of a City web page on agriculture.</li> </ul>	<ul style="list-style-type: none"> <li>• Conducted the first Richmond farm tour (see additional comments below).</li> <li>• Initiated discussion with staff on signage in farm areas.</li> <li>• Prepared a facts sheet on agricultural statistics for the general public (Hot Facts).</li> </ul>

List of Development Proposals Reviewed in 2004

<b>Application No.</b>	<b>Address of property</b>	<b>Proposed use</b>
RZ 03-254766	8280 No. 5 Rd.	Church
AG 04-265490	8140 No. 5 Rd.	Church
RZ 03-252028	12251 No. 2 Rd.	Seniors housing
AG 04-267230	3551 Granville Ave.	Residential
ZT 04-269801	Blundell Rd. & Sidaway Rd. area	Blueberry winery
RZ 04-269188	11000-11080 No. 5 Rd.	Commercial
RZ 02-213318	10060 & 10320 No. 5 Rd.	Temple expansion
RZ 04-271083	12311 No. 2 Rd.	Residential
RZ 91-240	8240 No. 5 Rd.	Temple
AG 04-272417	14540 & 14780 Westminster Hwy.	Golf course

2004 Farm Tour

The AAC conducted its first annual farm tour on Saturday September 11, 2004. Forty persons participated in the tour, including six members of Council, Val Roddick (MLA for Delta South) and the Chairs of the GVRD and Surrey Agricultural Advisory Committees.

The theme of the 2004 tour was the challenges and diversity of Richmond agriculture. The three-hour tour consisted of a drive-through of the Gilmore agricultural area, visits to three farms (Duncan May & Sons dairy farm, Jones Nurseries and Maybog cranberry farm) and ended with a luncheon at Maybog Farms. At each stop, the host farm gave attendees a tour of their facilities and described their operations.

The AAC wishes to thank the host farms for their generosity and co-operation and all the participants for their support.

Delegations

In addition to work program items outlined above, the AAC received staff and other delegations on:

- the City's Parks and Trail Strategy,
- the Richmond Museum program as it relates to agriculture, and
- Richmond's Fruit Tree Sharing Project.

The presentations of these delegations were received for information. The AAC provided input and suggestions when appropriate.

Status of Improved Signage in Agricultural Areas

Staff will be working with the AAC on improving signage along major roads in the ALR.

**AGRICULTURAL ADVISORY COMMITTEE  
2005 WORK PROGRAM**

**AAC Role in the Work Program**

- Receive presentations and reports on work program projects.
- Provide information to Council, other government agencies or their consultants.
- Review reports and provide comments.
- Participate in public meetings on work program projects.
- Monitor progress on work program projects.
- Initiate projects related to public awareness and education.
- Prepare report on work program accomplishments to Council.

**AAC Proposed 2005 Work Program**

The Agricultural Advisory Committee proposes that the work items contained within the attached table comprise the Committee's work program. All the proposed work program items are directly linked to the recommendations in the Richmond Agricultural Viability Strategy adopted by Council in 2003.

<b>Projects</b>	<b>Results Expected</b>	<b>Objectives and Deliverables</b>
Major development projects	Agricultural perspective and advice to Council	<ul style="list-style-type: none"> <li>• Review proposals and provide comments.</li> <li>• Follow up on staff progress on options for monitoring or regulating soil deposits and removal.</li> <li>• Follow up on staff progress on development of a comprehensive approach to riparian regulations.</li> </ul>
Flood Protection and Management Steering Committee	Agricultural perspective and input	<ul style="list-style-type: none"> <li>• Monitor progress.</li> <li>• Review and comment on reports and proposals.</li> </ul>
Drainage and irrigation	Agricultural perspective and input	<ul style="list-style-type: none"> <li>• Provide support to the National Water Supply and Expansion Program, a federal program that provides funding to help secure long-term water supply for agriculture.</li> <li>• Provide comments to staff and Council.</li> </ul>
Environmentally Sensitive Areas (ESAs)	<ul style="list-style-type: none"> <li>• Agricultural perspective and input.</li> <li>• Improved sensitivity of farmers to importance of ESAs.</li> <li>• Better management of ESAs.</li> </ul>	<ul style="list-style-type: none"> <li>• Review and clarify inventory and functions of existing ESAs.</li> <li>• Assess interaction between farming and the ESAs.</li> </ul>

<b>Projects</b>	<b>Results Expected</b>	<b>Objectives and Deliverables</b>
Agricultural Impact Assessment (AIA)	<ul style="list-style-type: none"> <li>• Better capacity to assess land use and development impacts on agricultural viability.</li> <li>• Improved communications among City departments about agricultural issues.</li> </ul>	<ul style="list-style-type: none"> <li>• Develop criteria for the AIA.</li> <li>• Use the AIA for all proposed projects involving land use changes or developments within or adjacent to the ALR.</li> </ul>
Public Awareness and Education	<ul style="list-style-type: none"> <li>• Improved awareness and understanding of agriculture and its role in the community among Council and City staff.</li> <li>• Improved awareness and understanding of agriculture in Richmond among the public.</li> </ul>	<ul style="list-style-type: none"> <li>• Plan and organize the second farm tour.</li> <li>• Initiate construction of a City web page on agriculture.</li> <li>• Follow up on farm signage proposals with Transportation staff.</li> </ul>
Agricultural Data System	<ul style="list-style-type: none"> <li>• Improved system for monitoring changes in the agricultural sector.</li> <li>• Provides information for ensuring implementation of the RAVS.</li> </ul>	<ul style="list-style-type: none"> <li>• Monitor changes in the agricultural sector to determine issues of concern and changes in overall viability.</li> <li>• Update and maintain the Agricultural profile.</li> </ul>