



**TERMS OF REFERENCE
REGIONAL FOOD AND AGRICULTURE TASK FORCE**

1.0 PURPOSE AND ROLE

The purpose of the Regional Food and Agriculture Task Force (RFATF) is to support the Capital Regional District (CRD) through the Planning and Protective Services Committee in implementing the recommendations of the Regional Food and Agriculture Strategy (RFAS) and strategic directions that pertain to food and agriculture.

Specifically, the role of the RFATF will be to:

- a) Provide advice on how to implement the 10 recommendations of the RFAS; and
- b) Bring forward views on emerging regional food and agriculture issues and new or revised recommendations that could be initiated to meet the CRD's overall strategic goals and priorities.

The RFATF will function as an advisory body consisting of residents of the CRD with experience and knowledge of food and agriculture and its relationship to regional initiatives. The RFATF will strive to have member representation from the following organizations/sectors: not for profit, large scale rural producers, small scale urban producers, Ministry of Agriculture, Island Health, First Nations, municipalities with an interest in food and/or significant agricultural lands within their boundaries.

The RFATF will consider matters referred to it by the Planning and Protective Services Committee, in areas such as prioritization of RFAS recommendations, regional district roles in implementing recommendations of the RFAS and implementing Board strategic priorities. Standing committees of the Board and the Board may also refer matters to the RFATF.

2.0 RELATIONSHIP TO THE CRD

The RFATF will report through the Planning and Protective Services Committee. The General Manager of Planning and Protective Services, or delegate, will act as a staff liaison to attend RFATF meetings, represent the CRD and provide effective communication between the RFATF and the CRD.

3.0 MEMBERSHIP AND SELECTION

The RFATF membership will be 7-14 members at any time. The CRD will solicit expressions of interest from the community, as positions become available. The authority to appoint two additional members is delegated to the CRD Board Chair.

The Chair of the CRD Planning and Protective Services Committee will act as a non-voting liaison to the RFATF.

Chairs and/or their delegates of other standing committees may also act as a liaison to the RFATF on relevant matters.

Members of the RFATF will serve a term of two years, renewable to a maximum period of six years.

Members are to serve without remuneration.

4.0 PROCEDURES

The RFATF will meet approximately 4-8 times per year. Dates of meetings will be set at the beginning of the year based on recommendations of the General Manager of Planning and Protective Services and the Chair of the Planning and Protective Services Committee. Any additional meetings will be at the call of the Chair.

The CRD Rules of Procedure will apply.

5.0 BUDGET

Subject to CRD Board approval, an annual budget may be available to cover costs related to the administration and logistical support for convening meetings throughout the year.

Approved by the Planning and Protective Services Committee on _____