



**City of Richmond**

**Report to Committee**


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**To:** Planning Committee **Date:** February 2, 2007  
**From:** Terry Crowe **File:** 01-0100-20-AADV1-  
Manager, Policy Planning 01/2007-Vol 01  
**Re:** **AGRICULTURAL ADVISORY COMMITTEE 2006 ANNUAL REPORT AND 2007  
WORK PROGRAM**

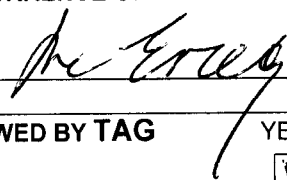
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**Staff Recommendation**

That the 2007 Work Program of the Agricultural Advisory Committee be approved.

  
Terry Crowe  
Manager, Policy Planning

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"/> <i>JSW</i>	NO <input type="checkbox"/>
<b>REVIEWED BY CAO</b> <i>facting</i>	YES <input checked="" type="checkbox"/> <i>JE</i>	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 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

#### 2006 Annual Report

The highlights of the AAC's 2006 activities are summarized in its 2006 Annual Report (**Attachment 2**).

#### 2007 Work Program

The proposed AAC Work Program for 2007 is outlined in **Attachment 3**.

### Financial Impact

The AAC receives an annual operating budget of \$5,000 which is budgeted for in the 2007 base budget.

### Conclusion

The AAC provides valuable guidance on a wide variety of issues that impact agriculture in Richmond. Ongoing implementation of the Agricultural Viability Strategy is required to enhance the long-term viability of farming.

The 2006 Annual Report for the AAC is submitted for information purposes and a Work Program for 2007 is recommended for approval.



Kevin Eng  
Planner 1  
(4626)

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**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.

**2006 ANNUAL REPORT  
AGRICULTURAL ADVISORY COMMITTEE**

**Highlights of 2006 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 community member at large.
- The AAC is also assisted by non-voting members representing Council; B.C. Ministry of Agriculture and Lands; Agricultural Land Commission; and the Policy Planning Division.
- Bruce May and Todd May acted as co-chairs of the AAC for 2006
- The Committee met ten times between January and December 2006 and completed the work items outlined in the following Work Program table.

**Agricultural Advisory Committee 2006 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 7 development proposals (see list below).</li> <li>• Implemented changes to the Official Community Plan and Zoning Bylaw to establish regulations to permit Seasonal Farm Labour Accommodation.</li> <li>• Reviewed and commented on the City's Tree Protection Bylaw to highlight agricultural concerns.</li> <li>• Met with the City's Community Bylaw group to provide comments on the Draft Soil Fill and Removal Bylaw.</li> <li>• Liaised with staff from B.C. Ministry of Agriculture &amp; Lands to provide input to a factsheet outlining standard farm practices involving fill.</li> <li>• Prepare a draft non-farm use/exclusion criteria to determine its usefulness (on a preliminary test basis) in reviewing development proposals.</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>• Provided advice regarding the draft Richmond 2006-2031 Flood Protection Management Strategy.</li> <li>• Explore a mid-island dyke along the Highway 99/Knight Street corridor, which had been the preferred option of the agricultural community.</li> </ul>
Drainage/irrigation program for agricultural areas	Agricultural perspective	Monitor progress and review proposals.	<ul style="list-style-type: none"> <li>• Assisted in completion of the East Richmond Agricultural Water Supply Study, which was forwarded to Council in June 2006.</li> <li>• Staff are working on securing funding for implementation of works identified in the study based on the prioritized recommendations.</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 the annual farm tour.</li> <li>• Design and post agricultural awareness signage.</li> <li>• Address ongoing theft, vandalism and trespassing issues in farm areas.</li> </ul>	<ul style="list-style-type: none"> <li>• Conducted the 3rd Richmond farm tour (see additional comments below).</li> <li>• Liaised with Parks and Planning staff to identify the wording and location of signage.</li> <li>• Signage posted throughout agricultural areas.</li> <li>• Additional signage posted along Shell Road Trail</li> </ul>

List of Development Proposals Reviewed in 2006

<b>Application No.</b>	<b>Address of property</b>	<b>Proposed use</b>
RZ 05-314267	11911-10991 Steveston Hwy	Residential/Buffer
RZ 04-279819	8140 No. 5 Rd.	Church
RZ 06-321434	10300/10260 No. 5 Road	Private School
DP 05-319300	20471-20591 Westminster Hwy	Industrial/Buffer
AG 05-319413	9431/9531 No. 6 Road	Agricultural Subdivision
AG 05-288429	10531 Granville Ave	Agricultural Subdivision
RZ 05-319647	16880 Westminster Hwy	Agricultural Subdivision (Homesite)

### 2006 Farm Tour

The Third Annual Farm Tour was held on September 23, 2006. 35 persons participated in the tour, which included:

- 2 members of Council.
- Raymond Chan (Member of Parliament)
- Hon. Linda Reid (MLA, Minister of State for Childcare)
- John Yap (MLA, Richmond-Steveston)
- Corky Evans (MLA, Nelson-Creston)
- Al Horning (MLA, Kelowna-Lake Country)

Participants from various Provincial authorities, the Chair of the GVRD Agricultural Advisory Committee and a representative from the Delta Farmers Institute also attended the event.

The 2006 Farm Tour theme was “Building Viability”. The tour consisted of a visit to a cranberry bog to witness the “wet harvest” of cranberries followed by a stop at the Ocean Spray Plant, which is the central processing plant for cranberries in Richmond. The final tour stop was conducted at Sanduz Estate Winery, exhibiting an excellent case of agricultural diversification.

Staff and AAC members wish to thank the participants for their attendance and acknowledge the generosity of the facilities and farms that accommodated the Farm Tour group. For 2007, staff and the AAC will be working to identify themes, topics and itinerary stops oriented around the topic of agricultural viability. AAC members have indicated a desire to focus on topics of agricultural awareness, public education and ensuring respect of agricultural activities and land in Richmond. AAC members have also expressed interest in examining the time and format of the 2007 Farm Tour to maximize attendance from local stakeholders.

### Delegations

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

- Public Works and Operations relating to drainage and irrigation in agricultural areas.
- Tourism Richmond and the development of Agri-Tourism.
- Economic Development opportunities for agriculture in Richmond.
- Community Bylaws – Development of the Soil Fill and Removal Bylaw
- Building Approvals – Development of the Tree Protection Bylaw
- Environmental Programs – Update on the Riparian Area Regulations

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

### Status of Improved Signage in Agricultural Areas

Parks staff implemented a total of six signs (Respect Agricultural Areas) in various farm areas throughout Richmond. Additional signage was placed along Shell Road Trail as a response to the crop theft, vandalism and trespassing occurring along recreational trail.

## AGRICULTURAL ADVISORY COMMITTEE 2007 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.
- Provide comments on specific development applications.
- 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 2007 Work Program

The Agricultural Advisory Committee proposes that the work items contained within the attached table comprise the Committee's work program.

Projects	Results Expected	Objectives and Deliverables
Major development projects	Agricultural perspective and advice to Council	<ul style="list-style-type: none"> <li>• Review proposals and provide comments.</li> <li>• On a preliminary test basis, examine the feasibility of applying the draft policy for non-farm use/exclusion criteria when reviewing development applications to assess its usefulness.</li> <li>• Follow up on staff progress on the Soil Fill and Removal Bylaw</li> <li>• Provide guidance in reviewing rezoning applications for seasonal farm labour accommodation.</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 related to the Richmond 2006-2031 Flood Protection Management Strategy</li> </ul>
Drainage and irrigation	Agricultural perspective and input	<ul style="list-style-type: none"> <li>• Continue to work towards completion of works identified in the East Richmond Agricultural Water Supply Study.</li> </ul>

<b>Projects</b>	<b>Results Expected</b>	<b>Objectives and Deliverables</b>
Environmentally Sensitive Areas (ESAs)	<ul style="list-style-type: none"> <li>• Agricultural perspective and input.</li> <li>• Better management of ESAs within agricultural areas.</li> </ul>	<ul style="list-style-type: none"> <li>• Review and clarify the inventory and functions of existing ESAs.</li> <li>• Assess the implications between farming and the ESAs.</li> <li>• Hold a joint workshop between the AAC and ACE to discuss mutual interests</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 fourth Farm Tour.</li> <li>• Initiate construction of a City web page on agriculture.</li> <li>• Look for additional locations for agricultural signage.</li> <li>• Develop a "Farm Fresh Guide" identifying agricultural products available in Richmond</li> </ul>
Shell Road Trail	<ul style="list-style-type: none"> <li>• Develop a strategy to address crop theft, vandalism and trespassing for agricultural activities.</li> </ul>	<ul style="list-style-type: none"> <li>• Partner with the agricultural community.</li> <li>• Look towards the development of design based solutions.</li> <li>• Implement a public education and awareness strategy.</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>