

Cariboo Regional District

**AGRICULTURAL DEVELOPMENT ADVISORY COMMITTEE**

**REGULAR MEETING MINUTES**

The Minutes of the Regular Meeting of the Agricultural Development Advisory Committee, held via Zoom, on **September 18, 2024** at 7:00pm

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**Purpose and Use of Meeting Minutes**

*The purpose of the meeting minutes is to summarize the discussions that occurred during the meeting and record action items. Comments summarized here represent the opinions of the individuals who made them and not of the Advisory Group as a whole. We intentionally do not associate names with the input recorded in the minutes to support a more open dialogue. A Record of Motions is kept, validating the members' votes to carry motions. Minutes will be used to plan for future meetings and to create documents supporting the Advisory Group and its processes. Advisory Group members are given the opportunity to provide feedback on the minutes. Minutes will be approved at the following meeting.*

**COMMITTEE MEMBERS PRESENT**

Megan Flatt	Cariboo Chilcotin Sheep Producer’s Association
Robin Hunt	Farmers Market
Martin Rossmann	Kersley Farmers Institute
Tammy Briggs	Horticulture and Greenhouse Production
Jennifer Roberts	Quesnel Cattleman’s Association
Tyrone Johnston	Agrobusiness
Chad Stump	ECHEN Deni Urban Nation Roots
Cynthia Fell	Indigenous Governments

**LIAISON MEMBERS PRESENT**

Nicole Pressey Ministry of Agriculture and Food

**CRD STAFF**

Nigel Whitehead	Manager, Planning Services
Shivani Sajwan	CRD Planning Officer II

**DELEGATIONS**

**REGRETS**

CDR Director Tolin Pare	CRD Liaison
David Zirnhelt	Cariboo Cattlemen’s Association

**ADMINISTRATIVE SUPPORT**

Position Vacancy Administrative Assistant

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**1. CALL TO ORDER @ 7:08 PM**

**2. APPROVAL OF THE AGENDA**

**R/2024-15**

Moved by Martin R. and seconded by Megan F.

**That the September 18, 2024 Cariboo Agricultural Development Advisory Committee agenda be adopted.**

CARRIED

### 3. ADOPTION OF MINUTES

R/2024-16

Moved by Megan F. and seconded by Martin R.

**That the minutes of the Agricultural Development Advisory Committee meeting dated May 15<sup>th</sup>, 2024 be adopted.**

CARRIED

### 4. DELEGATIONS

4.1. N/A

### 5. OLD AND UNFINISHED BUSINESS

5.1. **ADMIN ASSISTANT POSITION** – The Chair will meet with Nigel and move forward with the final decision for filling the Admin position. This process was delayed because of the strike and ADAC taking a break over the summer months. The goal is to have the new Admin person at the October meeting.

5.2. **MIN OF AGRICULTURE AND FOOD (NICOLE PRESSEY)** – Programs & Event Review

5.2.1. Nicole is unable to discuss future funding opportunities until after the Provincial election. Nicole sent a number of emails to ADAC. She discussed and answered questions about the following items; funding opportunities like the Knowledge and Tech Transfer Fund (<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/programs/knowledge-transfer-events>), Agriculture Water Infrastructure Program (<https://iafbc.ca/agricultural-water-infrastructure-program/>), Beneficial Management Practices (BMP) Program (<https://iafbc.ca/beneficial-management-practices/>), and BC Agri-Business Planning Program (<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/programs/agri-business-planning-program>).

There are Regional Food Processor Business Planning Workshops held over two-days (multiple areas through the province) <https://bcfb.ca/events/>, and “Our Future In Agriculture”, a Community Futures Cariboo Chilcotin event which will be held at TRU in Williams Lake on November 16th (<https://www.eventbrite.com/e/our-future-in-agriculture-tickets-1008735233237?aff=oddtcreator>).

Other items include Farm Management Canada's Agricultural Excellence Conference <https://fmc-gac.com/programs-services/agricultural-excellence-conference/> as well as BC Young Farmers Farm Fest (*waiting for a current link*), and 2024/25 Regional Extension Program Funding Recipients List.

Nicole reminds us to sign-up to stay in the loop about funding, events, and drought information: Cariboo Central Coast at <https://www2.gov.bc.ca/gov/content/industry/agriservice-bc#signup>

### 6. NEW BUSINESS

6.1. **TERMS OF REFERENCE (TOR)** – ADAC asked for clarity about the ADAC direction of referral. Does ADAC's advice move in both directions (like a two-way street)? Referencing the current ToR, the 'Scope of Considerations' section, describes the CRD will ask for ADAC's advice. Some ADAC Members feel this might leave a gap in Agriculture awareness, and that ADAC should be able to

bring issues to the CRD Board, that they might not be aware of.

For Clarity - If ADAC Members are approached by a member of the public, or members of the Agriculture sector, about an Agriculture issue, it *is* appropriate to direct them to speak with their own Area Director. The Chair can also pass the information on to CRD Director Tolin Pare (CRD Liaison for ADAC). This ensures that a potential Agriculture issue can be assessed if necessary, and it will enhance the understanding of agriculture's role within the Cariboo region (as per 'Scope of Considerations').

It is to be noted that a formal referral does not happen too often, and that ADAC will more than likely help with Agriculture Area Plan in the future, as well as ALR items and Cariboo land development issues that involve ALR land.

***RESULT*** – No change to the current version of Terms of Reference (dated 2023-10-04)

- 6.2. **QUORUM** – ADAC meetings have had a hard time meeting quorum in the past. ADAC asked if quorum could be lowered to 5 members instead of the current requirement of minimum of 50% (plus one if required). In the past, payment for invoices have been delayed for months, as well as meetings not being completed (time wasted waiting for members to arrive). Incomplete meetings mean that the next scheduled meeting has a longer agenda and usually takes longer to complete. By adjusting the quorum number, this would allow for more meetings being completed without decreasing the industry representation.

Nigel will check with CRD Policies, and see if quorum can be lessened to the requested amount. It was noted that the Treasurer should be able to approve up to a certain amount of the budget. Nigel also mentioned that if the formal number of Members is reduced, there would be fewer voting members, but others can be present at meetings without voting privileges. This did not seem to be the best option for ADAC. It was also mentioned that in the past when email voting was used, meeting attendance declined even more. Currently, email voting is not allowed.

***RESULT*** – Nigel will report the findings at the next meeting.

### 6.3. MOVING FORWARD

- 6.3.1. **TERMS** – A number of Members are up for renewal in December. Members should let the Chair know what their intentions are. If they are not continuing as a member of ADAC, please provide a recommendation for a replacement to represent your Ag sector. This will ensure a smooth transition.

It was mentioned that there is an unbalanced number of members for opposite years. There are 8 Members renewing at the end of 2024, and 3 Members that will renew at the end of 2025. It is unbalanced because when ADAC started there were both one-year and two-year terms for members. Within a couple years, all the one-year terms were transitioned to two-year terms without staggering for another year, leaving the opposite years unbalanced.

A suggested solution would be that at least 2 of the renewing members renew for one-year only. This would be the final 'one-year' term renewal and would serve to balance out the opposite renewal years. Meaning half the members would renew on even years and the

other half on odd years. Moving forward, everyone would renew for a two-year term.

There was a discussion around having more Indigenous representation. It was suggested that Delegations are a great opportunity to have more Indigenous participation.

**ACTION ITEM** – Email will be sent to renewing members.

- 6.3.2. **MEETINGS** – The Chair mentioned that it is important to meet face to face, a couple times a year. The ADAC budget currently allows for travel expenses (within it). A Member offered their office space or their place for an upcoming meeting. Both are located in 100 Mile House.

**ACTION ITEM** – Meet in-person (decide where and when). Consider carpooling to minimize budget funds.

## 7. ADMINISTRATIVE REPORTS

7.1. N/A

## 8. CORRESPONDENCE

8.1. N/A

## 9. ROUNDTABLE – Updates from Member sectors and upcoming events.

- 9.1. Chad S. received a letter in August, congratulating him about joining the Agriculture Land Commission (ALC), for a term through the end of 2026.
- 9.2. Martin R. will give an update next meeting.
- 9.3. Tyrone J. and his wife Ingrid are continuing with the TRU program and they have enjoyed the rebranding. The program will now be called Regenerative Agriculture and offering three credentials; Diploma, Certificate, and non-program students can take individual courses (new option).
- 9.4. Robin H. shared the Farmers Market Survey results (<https://bcfarmersmarket.org/for-markets-vendors/2023-bc-farmers-market-economic-impact-study/>). The feasibility study for the food hub is almost complete. The two models include a brick & mortar, and an incubator farm. The study will help with final decisions. She also mentioned a seed library, box program and other offerings.
- 9.5. Tammy B. is still in full work mode at this time of year and it is still 'grow, grow, grow' at this time of year.
- 9.6. Cynthia F. mentioned that TNG has finalized the curriculum for Education, which included; water, plants, animals, community gardens, etc.
- 9.7. Megan F. was happy to announce that the CCSPA has three members that are willing to be directors and will register as a Society in early 2025. The group will plan member farm tours in 2025. She mentioned how hard it has been to get this association going during Covid.

- 9.8. Shivani S. & Nigel W. mentioned getting up to speed after the strike, and this includes all the volunteer committees. They look forward to the work plan. There will be focus on the Ag Area Plan (AAP) as well.

**10. QUESTION PERIOD**

**11. ADJOURNMENT @ 8:26 PM**

Next Meeting: October 16, 2024 at 7pm, via Zoom  
Agenda Submission Deadline: October 9, 2024

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C. Stump, Chair

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