



BC VEGETABLE MARKETING COMMISSION

AGENCY ADVISORY GROUP

TERMS OF REFERENCE

Composition

The Commission is to appoint qualified **Agency representatives** and Commissioners to serve on the advisory group. To the fullest extent possible the BC Vegetable Marketing Commission (Commission) will appoint producers so there is regional representation.

The advisory group shall consist of the agency manager, a commercial producer named by the agency manager, and up to 2 Commissioners. A **maximum of two representatives per Agency** and a minimum of 1 Commissioner shall be appointed. A Commissioner is to serve as the Chair. If there is more than 1 Commissioner on the advisory group, the Chair will be selected by the advisory group members. If no qualified Commissioner can be appointed to the advisory group, the Commission will appoint a Chair.

Qualification

Agency representatives eligible to serve on the advisory group are directly involved in an Agency's day to day operations and decision making, and/or an employee, and/or a director of an Agency.

Eligible Commissioners must not be directly involved in an Agency's day to day operations and decision making, and/or an employee of an Agency, and/or a director of a licensed **Agency**.

Participation

Attendance to meetings in-person is preferred; however, due to distance and time constraints participation by tele-conference is expected to be a common occurrence.

Purpose and Objects

The advisory group is established for the purpose of providing a recommendation to the Commission:

- On industry regulatory matters referred to it by the Commission to review and examine;
- On industry regulatory matters not referred to it by the Commission to review and examine;
- On changes to the BCVMC General Order where the matter has specific reference or application to Agencies and the marketing of regulated vegetables.

Decisions and Decision Making

Decisions of the advisory group are to be taken for the purpose of formulating non-binding recommendations for referral to the Commission.

The advisory group is to work in a collegial manner. It is preferred that decisions be reached by consensus rather than by vote tally. In the event of a tie vote the Chair of the advisory group shall cast the deciding vote.

Expense Policy

Other than Commissioners, members will not be compensated for time. Out of pocket expenses may be covered but are subject to Commission policy and pre-approval.