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## CITY OF KELOWNA

# MEMORANDUM

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**Date:** July 15, 2004  
**File No.:** 0360-20  
**To:** City Manager  
**From:** Planning & Corporate Services Department  
**Purpose:** To amend the City of Kelowna Agricultural Advisory Committee Terms of Reference to allow for the appointment of two alternate members  
**Report Prepared by:** Mark Koch

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### 1.0 RECOMMENDATIONS

THAT Council consider an amendment to the Agricultural Advisory Committee Terms of Reference to allow for the appointment of two alternate members.

### 2.0 BACKGROUND

In accordance with the current Agricultural Advisory Committee Terms of Reference, the Committee is composed of seven members, and one member recommended by Tourism Kelowna, with the majority of the members (4) constituting a quorum.

Several Agricultural Advisory Committee meetings have been cancelled in the past year due to the lack of quorum, resulting from members being unable to attend. The Planning and Corporate Services Department is therefore requesting Council give consideration to the appointment of two alternate members, that could be available to attend in the absence of a regular member.

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Bob Shaughnessy  
Subdivision Approving Officer

Approved for inclusion

R.L. (Ron) Mattiussi, ACP, MCIP  
Director of Planning & Development Services

RGS/MK/mk