

## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>AGRICULTURAL SERVICE BOARD REGULAR MEETINGS</b>	<b>Policy No.</b>	<b>ASB006</b>
--------------	--	-------------------	---------------

<b>Legislation Reference</b>	<b>Municipal Government Act, Section 5(b)</b>
------------------------------	---

### **Purpose**

To set the guidelines for holding regular meetings of the **Agricultural Service Board**.

### **Policy Statement and Guidelines**

#### **(i) Regular Agricultural Service Board Meetings**

- a) Meetings will be bimonthly or at the call of the Chair or Agricultural Fieldman.
- b) The Board shall determine the meeting dates.
- c) Budget recommendation will be submitted to the MD as required.
- d) In advance of each meeting, the Agricultural Fieldman will send out:
  - written reminder of the meeting
  - an agenda
  - minutes of the previous meeting, and
  - the Agricultural Fieldman's report.
- e) Agricultural Service Board meetings are open to delegations and individuals.
- f) Notification of meetings will be given by posting on M.D. of Mackenzie No. 23 bulletin boards in La Crete, Fort Vermilion, High Level, and Zama, 24 hours in advance of meeting date.

#### **(ii) Meetings with other Boards or Committees**

##### **(a) Municipal District of Mackenzie No. 23 Council**

The A.S.B. shall meet as the need arises with the Council to solicit input, discuss needs, program direction, budget and other concerns.

#### **(iii) Task Forces**

Task Forces shall be appointed as required with the terms of reference defined.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>December 18, 1998</b>	<b>98-390</b>
<b>Amended</b>	<b>April 22, 2004</b>	<b>04/27</b>
<b>Amended</b>		

\_\_\_\_\_  
**Chief Administrative Officer**

\_\_\_\_\_  
**Chief Elected Official**