

YELLOWHEAD COUNTY
A.S.B. POLICY AND PROCEDURE
MEMBERS & BOARD MEETINGS

Policy Statement

Act as an advisory body and to assist the County Council and the Minister of Alberta Agriculture, Food & Rural Development in matters of mutual concerns.

Objective

To promote and develop agricultural policies and programs to meet the needs of the County.

Guidelines

To have local farmers sit as members on the Agricultural Service Board. These members will advise and guide the Agricultural Fieldman, Alberta Agriculture, and the County Council in the implementation of agricultural programs and related items or problems in the Yellowhead County.

A.S.B. Members are appointed for a one (1) year term; commencing January 1st.

The County Administration will advertise for applications from interested farmers to sit on the Agricultural Service Board.

Once all applications have been received the applications shall be presented to County Council for approval and subsequent recommendation for appointment.

Members will be appointed under the authority of the Agricultural Service Board Act.

In the Yellowhead County there shall not be more than five (5) members to sit on the Agricultural Service Board. At least two (2) farmer members will be selected from throughout the Yellowhead County and a minimum of two (2) members will be from the County Council. The Alberta Agricultural representative should be the fifth member.

Members appointed by the County Council should be engaged in an active farming enterprise.

Regular Agricultural Service Board meetings will be held on the third (3rd) Friday of the month.

Special meetings will be called as required.

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The first regular meeting of the year will be an organizational meeting. At that meeting the Agricultural Service Board will elect officers and setup committees as necessary.

The A.S.B. Chairperson will be an elected Service Board member.

Advisors to the Agricultural Service Board are the Agricultural Fieldman, Forage Specialist and the County Manager or designate. The Agricultural Fieldman and the County Manager do not have voting privileges.

There should be administrative support to act as recording secretary for the regular Agricultural Service Board meetings.

Members will be paid per diem allowance, meals, and expenses according to rates established by the County Council for the Yellowhead County.

Per diems will be paid monthly for attending meetings, tours, conferences, training sessions, etc.

Member's actual mileage, meal allowance and expenses such as long distance telephone calls, will be paid monthly for attending meetings, tours, conferences, training sessions, etc.

Once a year at the Budget meeting, funds will be allotted for A.S.B. members and honorariums.

If additional honorariums are to be paid they will be left to the discretion of the A.S.B. and monies allotted in the Budget.

DATE OF APPROVAL: September 17th, 1998
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RESOLUTION #: 077-98