Municipal District of Mackenzie No. 23

Title	AGRICULTURE SERVICE BOARD DUTIES AND RESPONSIBILITIES	Policy No.	ASB005

Legislation Reference	Municipal Government Act, Section Agriculture Service Board Act 2 & 3

Purpose
To define the duties and responsibilities of the Agriculture Service Board.

Policy Statement and Guidelines

(i)   The duties of an Agricultural Service Board are described in the Agricultural Service Board Act (Section 2).

(ii)   The establishment of an Agricultural Service Board is described in the Agricultural Service Board Act (Section 3).

Members-at-large will be determined by Council from applications received in response to newspaper advertisements for members.

The period of office for Agricultural Service Board members in a Municipal District is for a three (3) year term appointed after each Municipal Election.

(iii)   Responsibilities and Obligations of the A.S.B. Members appointed to other Boards or Committees:

- Council Appointees are responsible to Council. Agricultural Service Board Appointees are responsible to the Agricultural Service Board. As such Appointees shall represent the interests of the appointing organization.

- Appointees shall serve as a liaison between the A.S.B. and the group to which appointed.

- Appointees shall become knowledgeable about past and current activities of the organization to which appointed.

- Appointee shall regularly attend all meetings of the organization and be an active member.

- Appointee shall be prepared to provide a current detailed written or verbal report at regular A.S.B. meetings, and provide a copy of any annual report which becomes available.

- If an appointee misses three consecutive meetings, without just cause, he/she may be removed at the discretion of the A.S.B.

- Appointments by the Agricultural Service Board shall be done at the annual organizational meeting or as needed.

	Date	Resolution Number
Approved	December 18, 1998	98-390
Amended		
Amended		

Chief Administrative Officer   **Chief Elected Official**