

## NORTHERN SUNRISE COUNTY

### POLICY NUMBER 079/03

#### AGRICULTURAL SERVICE BOARD PROCEDURAL POLICY

**PURPOSE:** As per the Agricultural Service Board Act 2000, section (2), the duties of the Agricultural Service Board are:

- a) to act as an advisory body and to assist the council and the Minister, in matters of mutual concern;
- b) to advise on and to help organize and direct weed control and pest control and soil and water conservation programs;
- c) to assist in the control of livestock disease under the Livestock Diseases Act;
- d) to promote, enhance and protect viable and sustainable agriculture with a view to improving the economic viability of the agricultural producer, and
- e) to promote and develop agricultural policies to meet the needs of the municipality.

**REASON:** A council may establish and appoint members to an agricultural Service board. Membership of a board must include persons who are familiar with agricultural concerns and issues and who are qualified to develop policies consistent with the Agricultural Service Board Act.

**POLICY:** The Agricultural Service Board shall operate for the betterment of Agriculture in the County.

**Membership:** Council will determine the chair, the number of members, the voting status and term of office of the members. The members shall be paid, out of the funds of the municipality, reasonable allowances for travelling, subsistence and out-of-pocket expenses incurred in attending meetings of the board.

A person who is a member of the board ceases to be a member of the board if, without being authorized by a resolution of the board, is absent from 3 consecutive regular meetings of the board.

A vacancy in the board does not impair the right of the remaining members to act as long as a majority of the members remains.

**Meetings:** Regular meetings of the Agricultural Service Board are required to organize and carry out the activities of the board in an orderly manner and give direction to the Agricultural Fieldman.

Agricultural Service Board items will be dealt with as a unit during regularly scheduled County Council meetings in Council chambers. The Agricultural Fieldman will be responsible for submitting agenda items to the Administrative Assistant for insertion into the Council agenda. The Chief Administrative officer and/or Administrative Assistant shall be responsible for selecting the time and advising the Agricultural Fieldman and any resource people attending, if any, of the time selected.

The Administrative Assistant shall be responsible for recording the minutes and coordinating with the Agricultural Fieldman to respond to issues dealt with by the board.

Approved Date:

Motion Number:

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Reeve

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Chief Administrative Officer