

Bylaw # 3212

Agricultural Service Board Bylaw

A Bylaw of the County of Grande Prairie No. 1, in the Province of Alberta for the purpose of establishing an Agricultural Service Board (ASB).

WHEREAS Section 3 of the Agricultural Service Board Act, Revised Statutes of Alberta 2000, Chapter A-10 authorizes Council to pass a bylaw establishing an Agricultural Service Board (ASB); and

WHEREAS Section 2(a) of the Agricultural Service Board Act states “The duties of an Agricultural Service Board are “to act as an advisory body and to assist the council and the Minister, in matters of mutual concern”, and

WHEREAS Section 3(1) of the Agricultural Service Board Act states “A council may establish and appoint members to an agricultural service board....”, and Council desires to appoint members to a board; and

WHEREAS Section 3(2) of the Agricultural Service Board Act states “The council is to determine the chair, the number of voting members, the voting status and the term of office of the members of the board”; and

WHEREAS Section 5(1) of the Agricultural Service Board Act states “A council may appoint one or more advisory committees with respect to any matter related to agriculture”, and Section 5(2) states “an advisory committee appointed under this section shall act in an advisory capacity to the board and council”; and

WHEREAS Council finds it expedient to delegate its powers, duties or functions under the above sections of the Agricultural Service Board Act,

THEREFORE be it resolved that the Council of the County of Grande Prairie No. 1 in the Province of Alberta, duly assembled hereby enacts as follows:

INTERPRETATION

1. This Bylaw shall be cited as the “Agricultural Service Board Bylaw”
2. Headings in this Bylaw are for reference purposes only.

3. Words in the masculine gender will include the feminine gender whenever the context so requires and vice versa.
4. Words in the singular shall include the plural or visa versa whenever the context so requires.

DEFINITIONS

5. Definitions:
 - 5.1. “Act” means the Agricultural Service Board Act, Revised Statutes of Alberta 2000, Chapter A-10, as amended.
 - 5.2. “Agricultural Fieldman” means a qualified person appointed according to the Agricultural Service Board Act.
 - 5.3. “ASB” means the County of Grande Prairie Agricultural Service Board.
 - 5.4. “Council” means the Reeve and Council Members duly elected in the County of Grande Prairie No. 1 and who continue to hold office;
 - 5.5. “County” means the municipality of the County of Grande Prairie No. 1 having jurisdiction under the Municipal Government Act and other applicable legislation.
 - 5.6. “Good Standing” means a Member that has not been sanctioned under the Council Code of Conduct.
 - 5.7. “Organizational Meeting” means the Meeting held annually not later than 2 weeks after the 3rd Monday in October at which appointments are made to County Boards and Committees.

ESTABLISHMENT

6. The Agricultural Service Board is hereby established.

MEMBERSHIP

7. The ASB shall consist of:
 - 7.1. The whole of County Council (9 members) in Good Standing;
 - 7.2. up to three (3) members-at-large, plus the required number of Councillors, to total twelve (12) voting members;
8. The term of office for all members-at-large shall be three (3) years with staggered membership rotation to ensure continuity.
9. For consideration to be appointed to the Agricultural Service Board, members-at-large must:

- 9.1. Be an active agricultural producer in the County of Grande Prairie;
 - 9.2. Be familiar with current agricultural issues and practices; and
 - 9.3. Be deemed qualified by Council to recommend policies that are consistent with the requirements of the Agricultural Service Board Act.
10. Efforts will be made to include members from differing sectors of the agriculture industry.
 11. Members-at-large may be able to attend:
 - 11.1. The Regional ASB Conference;
 - 11.2. The Provincial ASB Summer Tour; and
 - 11.3. The Provincial ASB Conference.
 12. Members-at-large may serve for two (2) consecutive terms, after which, they must have at least a one (1) year break from the Agricultural Service Board membership before being considered for another term.
 13. Council may request the resignation of any Agricultural Service Board member-at-large at any time prior to the expiry of the member-at-large's term of office.
 14. The Agricultural Service Board shall appoint a Chairperson and Vice-Chairperson at the first meeting of the Board following the County's annual Organizational Meeting each year.
 15. The Chairperson shall be a member of Council, and the Vice-Chairperson shall be chosen from the members-at-large.
 16. Members appointed to this Board will receive remuneration in accordance with Policy F10 - Council and Board Member Honoraria & Expense Reimbursement.

AUTHORITY

17. The ASB is an advisory body to Council and the Minister, in matters of mutual concern, and has the authority to recommend action for Council consideration unless stated otherwise. ,
18. The ASB is a forum for discussion.
19. The ASB shall:
 - 19.1. follow and comply with the Act;
 - 19.2. assist and advise Council on issues referred to the ASB by Council;
 - 19.3. communicate with the Ministry and other levels of government on matters of mutual concern;

- 19.4. provide advice and direction for the Agricultural Fieldman in carrying out the programs approved by Council through County Policy and annual operating and capital budgets;
 - 19.5. prepare a four-year Strategic Plan for Council consideration;
 - 19.6. review planning initiatives to meet the goals and objectives of the ASB Strategic Plan;
 - 19.7. review, and evaluate projects from time to time;
 - 19.8. review the ASB budget annually, for Council consideration;
 - 19.9. submit recommended policies and policy revisions, for Council consideration, to ensure policies are current and meet the needs of the County; and
 - 19.10. annually submit a summary of the activities of the preceding year to Council or Council Committee of the Whole.
20. The ASB may recommend to Council that an Ad Hoc Advisory Committee be appointed to assist the Board with respect to any agricultural matter, as per the Agricultural Service Board Act.
 21. Meetings shall be held a minimum of three (3) times per year at a date and time as determined by the ASB.
 22. The Board will follow the meeting procedures set out in the County's Procedural Bylaw.
 23. All Board members shall follow the Council Code of Conduct Bylaw.
 24. A quorum shall constitute majority – seven (7) of voting members.
 25. The minutes will be recorded for all Board meetings and retained in accordance with County's Records and Information Management Bylaw.
 26. The minutes of the ASB meetings shall be approved by the Board at the next ASB meeting.
 27. The minutes of the ASB Meetings shall be signed by the Chair and the Agricultural Fieldman after approval by the Board.

RESOURCES

28. The Agricultural Fieldman or designate, is the principal advisor to the ASB and is responsible for implementing the approved programs, policies and directions of the Board and Council, as well as managing the agricultural resources of the municipality.
29. Delegations may appear as needed to inform and educate the ASB. Attendance of specific County staff or guests is at the discretion of the Chairperson and Agricultural Fieldman.

SEVERABILITY

30. Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable..

REPEAL

31. Bylaw 3181 and amendments thereto are hereby rescinded.


EFFECTIVE DATE

32. This Bylaw shall come into force and effect on the third and final reading thereof.

Read a FIRST time this 31 day of October 2023.

Read a SECOND time this 31 day of October 2023.

Read a THIRD and FINAL time this 31 day of October 2023.



Robert G. Marshall

Reeve



Joulia Whittleton

County Manager