

**LAMONT COUNTY
IN THE PROVINCE OF ALBERTA**

Bylaw 821.20—Agricultural Service Board

A BYLAW OF LAMONT COUNTY IN THE PROVINCE OF ALBERTA, TO ESTABLISH AN AGRICULTURE SERVICE BOARD AND TO DEFINE THE DUTIES, POWERS AND FUNCTIONS OF THAT BOARD.

WHEREAS, The Municipal Government Act R.S.A 2000, Chapter M-26 and amendments thereto provides that a council of a municipality may pass a Bylaw for the establishment and functions of Council Boards.

WHEREAS, the Council may in accordance with Section 203 of the *Municipal Government Act*, delegate any of its executive and administrative duties and powers and functions;

NOW THEREFORE, the Municipal Council of Lamont County In The Province Of Alberta Duly Assembled Enacts As Follows:

I. NAME OF THE BYLAW

- 1.1. This bylaw may be cited as the "Agricultural Services Board Bylaw".

II. DEFINITIONS

- 2.1. "Act" means the *Agricultural Service Board Act*, Revised Statutes of Alberta 2000, Chapter A-10 and amendments.
- 2.2. "Chief Administrative Officer" or CAO means the person appointed to the position of Chief Administrative Officer by Council.
- 2.3. "Council" means the council of Lamont County.
- 2.4. "ASB" means the Agricultural Service Board.
- 2.5. "Board" means the Agricultural Service Board.

III. APPOINTMENT, TERMS, AND CONDITIONS

- 3.1. The Agricultural Service Board is hereby established.
- 3.2. The Board shall consist of:
 - a) All five (5) Councillors for a term of four years between elections.
 - b) The Agricultural Fieldmen.
 - c) Recording Secretary.
- 3.3. The Chairperson shall be appointed by Council at the annual organizational meeting and Vice Chairperson will be chosen by the members of ASB at the first meeting following Council's organizational meeting.
- 3.4. Approved expenditures for voting members will be paid in accordance with Lamont County's policies.
- 3.5. The Agricultural Fieldman is a non-voting member.

- 3.6 The Recording Secretary is a non-voting member.
- 3.7 Alberta Agriculture and Forestry will assign a key contact to the Board. This individual is a liaison between the Board and Alberta Agriculture and Forestry. They are a non-voting member.

4 AUTHORITY

- 4.1. The ASB shall carry out all duties and responsibilities defined in the Agricultural Service Board Act and regulations thereto, and the policies of Lamont County.
- 4.2. The ASB shall:
 - a) Follow and comply with the *Act*;
 - b) Provide advice and direction for the Agricultural Fieldman;
 - c) Review, evaluate, develop, and prioritize projects;
 - d) Approve and amend ASB related policies; and
 - e) Annually submit a summary of the preceding year, for Council information.

5 ADMINISTRATIVE DUTIES

- 5.1. In order to carry out the responsibilities of the Agricultural Services Board, administration must:
 - a) Ensure that the ASB meets eight (8) times per year;
 - b) Record and keep minutes for every meeting;
 - c) Meetings must comply with the County's "Council Procedure Bylaw";
 - d) Ensure operations are in accordance with the *Act*;
 - e) Ensure all financial aspects pertaining to the *Agriculture Service Board*, including but not limited to, expense claims, mileage, fundraising and budgeting is administered as per County Policy (if applicable) and the *Agriculture Service Board Act*.

6 SEVERABILITY AND EFFECTIVE DATE

- 6.1. Should any provision of this Bylaw be invalid, then the invalid provision shall be severed, and the remainder of the Bylaw shall remain in effect.
- 6.2. This Bylaw shall come into force and take effect upon the date of the third reading.

Read a first time this 8th day of September, 2020.

Read a second time this 8th day of September, 2020.

Read a third time this 8th day of September, 2020.



REEVE



CHIEF ADMINISTRATIVE OFFICER