

## MACKENZIE COUNTY

<b>Title</b>	<b>AGRICULTURAL SERVICE BOARD REGULAR MEETINGS</b>	<b>Policy No.</b>	<b>ASB006</b>
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<b>Legislation Reference</b>	<b>Municipal Government Act, Section 5(b)</b>
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### **Purpose**

To set the guidelines for holding regular meetings of the **Agricultural Service Board**.

### **Policy Statement and Guidelines**

#### **(i) Regular Agricultural Service Board Meetings**

- a) Meetings will be bimonthly or at the call of the Chair or Agricultural Fieldman.
- b) The Board shall determine the meeting dates.
- c) Budget recommendation will be submitted to the County as required.
- d) In advance of each meeting, the Agricultural Fieldman will send out:
  - written reminder of the meeting
  - an agenda
  - minutes of the previous meeting, and
  - the Agricultural Fieldman's report.
- e) Agricultural Service Board meetings are open to delegations and individuals.
- f) Notification of meetings will be given by posting on Mackenzie County bulletin boards in La Crete, Fort Vermilion, High Level, and Zama, 24 hours in advance of meeting date.

#### **(ii) Meetings with other Boards or Committees**

##### **(a) Mackenzie County Council**

The A.S.B. shall meet as the need arises with the Council to solicit input, discuss needs, program direction, budget and other concerns.

#### **(iii) Task Forces**

Task Forces shall be appointed as required with the terms of reference defined.

The Agricultural Fieldman shall be responsible for policy compliance.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>December 18, 1998</b>	<b>98-390</b>
<b>Amended</b>	<b>April 22, 2004</b>	<b>04/27</b>
<b>Amended</b>	<b>February 5, 2014</b>	<b>ASB-14-02-005</b>