

**LAC STE. ANNE COUNTY
PROVINCE OF ALBERTA
BYLAW #21-2017**

A BYLAW OF LAC STE. ANNE COUNTY, IN THE PROVINCE OF ALBERTA, TO ESTABLISH AN AGRICULTURAL SERVICE BOARD

WHERE the *Municipal Government Act*, RSA 2000, c. M-26, authorizes Council to pass bylaws relating to the establishment and function of Council Committees and other bodies;

WHEREAS the *Agricultural Service Board Act*, RSA 2000, c. A-10, authorizes Council to pass a bylaw to establish an Agricultural Service Board;

AND WHEREAS Lac Ste. Anne County is fortunate to have an abundance of diverse and vested agricultural producers and entrepreneurs who are willing to lend their expertise and experience to assist in creating an atmosphere that promotes environmental stewardship and agricultural growth to meet the goals of the Council of Lac Ste. Anne County;

NOW THEREFORE, the Council of Lac Ste. Anne County, in the Province of Alberta, duly assembled, enacts as follows:

1. SHORT TITLE

1.1 This Bylaw may be cited as the "Agricultural Service Board Bylaw".

2. DEFINITIONS

2.1 "Act" means the *Agricultural Service Board Act*, RSA 2000, c. A-10, as amended.

2.2 "Board" means the Lac Ste. Anne County Agricultural Service Board.

2.3 "Council" means the municipal Council of Lac Ste. Anne County.

2.4 "County" means the municipal corporation of Lac Ste. Anne County, and includes the geographical area within the boundaries of Lac Ste. Anne County where the context so requires.

3. ESTABLISHMENT OF AGRICULTURAL SERVICE BOARD

3.1 The Agricultural Service Board is hereby established.

4. MEMBERSHIP, VOTING RIGHTS, TERM AND RENUMERATION

4.1 The membership of the Board shall consist of a total of nine (9) voting members to be appointed by Council, as follows:

(a) three (3) members of Council, and;

(b) six (6) members-at-large.

4.2 Notwithstanding section 6(g) of the County's Meeting Procedure Bylaw (No. 17-2015), as amended, members of Council shall be appointed to the Board for a term of three (3) years.

4.3 Notwithstanding section 6(g) of the County's Meeting Procedure Bylaw (No. 17-2015), as amended, members-at-large shall be appointed to the Board for staggered terms as follows:

(a) three (3) of the initial six (6) members-at-large shall be appointed for a term of two (2) years;

(b) the remaining three (3) of the initial six (6) members-at-large shall be appointed for a term of three (3) years, and;

(c) after the expiration of the terms of the initial members-at-large appointed pursuant to subsections (a) and (b), all members-at-large shall be appointed for a term of three (3) years.

4.4 A retiring member shall be eligible for re-appointment.

- 4.5 The membership of the Board shall include persons who, in the opinion of Council, are familiar with agricultural concerns and issues and who are qualified to develop policies consistent with the Act.
- 4.6 All members-at-large must reside in, or own property within, the boundaries of Lac Ste. Anne County at the time of appointment, and for the duration of the term of their appointment.
- 4.7 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, the member is absent from three (3) consecutive regular meetings of the Board.
- 4.8 A vacancy on the Board does not impair the right of the remaining members to act as long as a majority of the members remain.
- 4.9 If a person ceases to be a member of the Board before the expiration of his or her designated term, including by reason of resignation, ceasing to be a member of Council, or ceasing to be a member of the Board pursuant to section 4.7 of this Bylaw, Council shall appoint another eligible person as an acting member for the remainder of the term.
- 4.10 Council shall appoint the Chairperson and Vice-Chairperson of the Board at Council's annual Organizational Meeting.
- 4.11 The members-at-large of the Board will be paid, out of the funds of the municipality, an allowance for travelling, subsistence, and out-of-pocket expenses incurred in attending meetings of the Board, to be determined in accordance with the applicable County policies.

5. DUTIES AND AUTHORITY

- 5.1 The Board shall;
- (a) Follow and comply with the Act;
 - (b) Assist and advise Council on issues referred to the Board by Council;
 - (c) Review, evaluate, develop and prioritize projects at Council's request;
 - (d) Submit recommended policies and policy revisions for matters within its mandate to Council for consideration;
 - (e) Present a summary of its activities for the preceding year to Council in a form acceptable to Council containing the information required by Council, and;
 - (f) Perform such other tasks and duties as directed by Council from time to time.

6. FUNDING

- 6.1 The budget will be as authorized by Council during the annual budget cycle.

7. MEETINGS

- 7.1 Meetings will be scheduled, at a minimum, six times per year, with additional meetings as issues dictate. The Agricultural Services Manager, in conjunction with the Chairperson, shall determine when additional meetings are required.
- 7.2 The Board's meetings shall comply with the County's Meeting Procedure Bylaw No. 17-2015, as amended, except as otherwise stated herein.
- 7.3 A majority of voting members of the Board shall constitute quorum.

8. AGENDA AND MINUTES

- 8.1 The preparation and distribution of meeting agendas and minutes will be the responsibility of the Agricultural Services Manager or his or her designate, and shall be in accordance with the County's Meeting Procedure Bylaw No. 17-2015, as amended.
- 8.2 Minutes of the Agricultural Services Board shall be approved by the Board, and recommendations shall be forwarded to the next available Council meeting for action.

9. AGRICULTURAL FIELDMAN

- 9.1 Council will appoint a qualified person as an agricultural fieldman to implement agricultural policies and programs and to manage the agricultural resources of the municipality.
- 9.2 The agricultural fieldman shall act as a designated officer of the municipality in carrying out the functions, duties and powers of the County under any act relating to agriculture.

10. RESOURCES

- 10.1 The Agricultural Services Manager will provide administrative assistance to the Board to ensure that the requirements set out in this Bylaw are met.

11. SEVERABILITY AND REPEAL

- 11.1 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.
- 11.2 County Bylaw No. 05-2017 is hereby repealed.

THIS BYLAW WILL COME INTO FORCE AND EFFECT ON THE FINAL DAY OF PASSING AND SIGNATURE THEREOF.

GIVEN first reading this 3rd day of May, 2017.

Mayor

County Manager

GIVEN second reading this 3rd day of May, 2017.

Mayor

County Manager

GIVEN third reading this 3rd day of May, 2017.

Mayor

County Manager