BYLAW 6-2025
AGRICULTURAL SERVICE BOARD BYLAW

Section 145 of the *Municipal Government Act*, permits council to pass bylaws in relation to the establishment and function of council committees and other bodies;

Section 2 of the *Agricultural Service Board Act*, RSA 2000, c A-10, sets out the duties of an agricultural service board;

Section 14(4) of the *Weed Control Act*, SA 2008, c W-5.1, provides that an inspector's notice must not require the destruction of more than 20 acres of growing crops unless the local authority of the municipality in which the crops are growing has consented in writing;

Section 203 of the *Municipal Government Act* permits council to delegate, by bylaw, any powers, duties, or functions under any enactment to a council committee;

The purpose of this bylaw is to establish a council committee named the Agricultural Service Board, and to prescribe a mandate, terms of reference, composition, and procedural rules for the Board;

Council enacts:

PART I – DEFINITIONS, AND INTERPRETATION

Definitions

1 In this bylaw:

(a) "Board" means the Agricultural Service Board;

(b) "Chair" means the person presiding at a meeting;

(c) "Chief Commissioner" means the chief administrative officer of the County, or delegate;

(d) "Council" means the elected governing body of the County;

(e) "County" means the municipal corporation of Strathcona County, a specialized municipality established under the authority of the *Municipal Government Act,* RSA 2000, c M-26 and Order in Council 761/95;

(f) "Mayor" means the chief elected official of the County; and

(g) "*Municipal Government Act*" means the *Municipal Government Act*, RSA 2000, c M-26.

(h) "Vice Chair" means the individual elected annually to fulfill the Chair's duties in the absence of the Chair.

Interpretation

2 The following rules apply to interpretation of this bylaw:

(a) headings, titles, and margin notes in this bylaw are for ease of reference only;

(b) gender-specific words, phrases, and references are intended to be gender-neutral, and the singular includes the plural as the context requires;

(c) every provision of this bylaw is independent of all other provisions and if any provision of this bylaw is declared invalid by a Court, all other provisions of this bylaw remain valid and enforceable; and

(d) references to bylaws and enactments in this bylaw include amendments and replacement bylaws and enactments, and regulations and orders thereunder.

PART II – Establishment, Mandate, and Terms of Reference

Establishment

3 The Agricultural Service Board is established as a committee of Council.

Mandate

4 The Board provides advice to Council on agricultural matters generally, as well as:

(a) complies with the duties as set out in the *Agricultural Service Board Act*, RSA 2000, c A-10;

(b) complies with duties as set out in the *Animal Health Act*, RSA 2007 c A-40.2;

(c) makes decisions and provides written consent on behalf of the County on the destruction of growing crops greater than 20 acres as set out in the *Weed Control Act*, SA 2008, c W-5.1;

(d) advocates to higher levels of government on agricultural matters.

Terms of Reference

5 In order to fulfill its mandate, the Board may:

(a) conduct research and prepare reports on issues or opportunities related to agriculture in the County;

(b) conduct investigations and prepare reports on soil loss or deterioration, weed infestations, or other causes seriously affecting the productivity of land in the County;

(c) provide recommendations to Council to take control of land from its owners and occupants and issue orders of reclamation;

(d) provide recommendations to Council on whether land has been rehabilitated and reclaimed sufficiently to justify its return to the person entitled to it;

(e) provide advice to Council on County policies, programs, or services that impact agriculture;

(f) identify and engage stakeholder groups and seek their input on agricultural issues relevant to the County;

(g) propose or review draft County resolutions intended to be submitted to the Provincial Agricultural Service Board Committee;

(h) undertake any additional responsibilities or duties that Council assigns to the Board by motion with respect to agricultural matters.

PART III – Membership Quorum, and Chair and Vice Chair

Members

6 The Board will be comprised of:

(a) the Mayor;

(b) two members of Council; and

(c) one alternate member of Council.

Voting Members

7 Members of the Board are voting members, and the alternate member is a voting member when attending on behalf of one of the members.

Quorum

8 A majority of the voting members will constitute a quorum at a Board meeting.

Election of Chair and Vice Chair

9 The Board will annually elect a Chair and Vice Chair from its voting members.

Duties of Chair and Vice Chair

10 The Chair will preside at all Board meetings and decide all points of order that may arise.

11 If the Chair is unable to perform the Chair's duties, the Vice Chair will perform those duties.

PART IV – Procedures and Administrative Support

Procedures	12 The Board will follow the procedures set out in the Boards and Committees Bylaw.
Meeting in Public	13 Board meetings will be held in public unless the meeting is closed for reasons permitted by the *Municipal Government Act*.
Annual Work Plan and Meeting Schedule	14 The Board will approve an annual meeting schedule and annual work plan that identifies key priorities and goals based on its mandate, terms of reference, and any other direction from Council.
Change to Meetings	15 The Board may change the date, time, or place of a scheduled meeting, provided at least 24 hours' public notice is given.
Administrative Support	16 The Chief Commissioner will provide administrative support to the Board, including: (a) Publishing the Board's meeting schedules and notices; (b) Providing technical, administrative, meeting space, meeting management and other supports to the Board as required for its meetings; (c) Managing the Board's minutes and records; (d) Providing County information or records to the Board about matters within its mandate if requested, subject to *Freedom of Information and Protection of Privacy Act* and other confidentiality requirements; and (e) Facilitating the preparation of Board reports to Council or Priorities Committee.

PART V – General

Repeal 17 Bylaw 43-2021 is repealed.

FIRST READING: January 14, 2025

SECOND READING: January 14, 2025

THIRD READING: January 14, 2025

SIGNED THIS 14th day of January, 2025.

Rod Frank
MAYOR

Mavis Nathoo
DIRECTOR, LEGISLATIVE AND LEGAL SERVICES