

SMOKY LAKE COUNTY



Title: Agricultural Service Board Producer-at-Large: Terms of Reference	Policy No.: 19-03
Section: 62	Code: P-A
Page No.: 1 of 4	

Legislation Reference:	Alberta Provincial Statutes
-------------------------------	-----------------------------

Purpose:	Establish a process to fulfill the appointment of Producer-at-Large as a member on the Agricultural Service Board.
-----------------	--

Policy Statement and Guidelines:	
1. STATEMENT:	
1.1	Smoky Lake County Council has established an Agricultural Service Board Bylaw No. 1441-23 that advises on the development of agricultural programs and services to promote and enhance viable sustainable agriculture in the County.
2. OBJECTIVE:	
2.1	To seek appointment for three (3) Producer-at-Large positions on the Agricultural Service Board in the County.
2.2	Producer-at-Large members will be compensated for meeting and expenses incurred while acting as a Board member at the rate set by Council resolution.
3. GUIDELINES:	
3.1	Appointment of Producers-at-Large:
3.1.1	Smoky Lake County will advertise for ASB Producers-at-Large prior to its annual organizational meeting in election year.
3.2	Selection
3.2.1	Applications will be reviewed by County Council.
3.2.2	County Council at its sole discretion will appoint three (3) Producer-at-Large members.
3.2.3	The selected members as Producer-at-Large will be appointed for a four (4) year term.
3.2.4	Orientation will be provided for applicants to discuss position, responsibilities, and the role of Agricultural Service Board within Alberta.

Title: Agricultural Service Board: Terms of Reference		Policy No.: 19-03
Section: 62	Code: P-A	Page No.: 2 of 4

Policy Statement and Guidelines:

4. PROCEDURE:

- 4.1 Interested applicants shall submit an application form in writing as specified in **Schedule "A": Application For Producer-At-Large** completing each section in detailed outlining Agricultural related experience, Community Involvement and why interested in serving on the Agricultural Service Board (ASB).
- 4.2 Applicants should be actively farming and must be familiar with current agricultural practices and trends that affect producers in Smoky Lake County.

	Date	Resolution Number
Approved	October 21, 2010	# 978-10 - Page # 9491
Amended	May 9, 2016	# 687-16 - Page # 12241
Amended	April 27, 2023	# 560-23 - Page # 15626

Schedule "A"
Agricultural Service Board Application for Producer-at-Large



Smoky Lake County
Agricultural Service Board
Producer-at-Large Application Form

Personal Information (Please print or type)

Title (Mr./Mrs./etc.)

Full Name

Town/City

Province

Postal Code

Phone

Email

Are you a resident of Smoky Lake County? Yes/No

If yes, how long?

Are you actively farming within Smoky Lake County? Yes/No

Are you an employee of Smoky Lake County? Yes/No

By completing and submitting this form you are consenting to the confidential review of your application by County Council, County Representatives and Representatives from the respective Board/Committee you are applying for. If appointed, your name would appear in the record of the meeting as well as a committee member listing, which are public documents.

I accept the release of my name to the general public: Yes / No

Completed application forms can be submitted to Smoky Lake County by either:

Email: county@smokylakecounty.ab.ca

Mail: Smoky Lake County, Box 310, Smoky Lake, AB T0A 3C0

Deliver to: Smoky Lake County Main Office, 4612 McDougall Drive, Smoky Lake

Interest and Qualifications

Please answer each of the following questions, in relation to the committee and describe your relevant education, expertise, work or real-life experience.

Are you an active producer within Smoky Lake County? Please describe your farming operation.

Do you have any previous Board experience? Please elaborate.

How will Smoky Lake County benefit from your participation on the Agricultural Service Board?

What special skills or knowledge would you bring to the Board?

Are there any professional or personal constraints to your time that could interfere with serving on the Board?

Describe your understanding of the purpose and function of the Agricultural Service Board and how it operates.

What would make for a satisfying Board experience for you? What are you hoping to get out of being on this Board?

Do you foresee any limitation to you being on this Board in terms of personal interests that could conflict? If so, please elaborate.

Any other information you would like to add?

Signature

Date