

AGRICULTURAL SERVICE BOARD POLICY

FILE CODE: ENVIRONMENTAL DEVELOPMENT SERVICES

DEPARTMENT CODE: AGRICULTURE SERVICES No. 63

DATE APPROVED: March 24, 2026

MOTION NO.: 127/24/03/26

REPLACED: New



PHILOSOPHY

The County of Northern Lights believes in supporting and encouraging a sustainable farming community through leadership, sound environmental stewardship, and proper funding by utilizing the Agricultural Service Board Act.

The Agricultural Service Board (ASB) was created under Bylaw No. 25-63-503.

PURPOSE

- 1.1 To administer, recognize, and provide support for agriculture and environmental stewardship within the County of Northern Lights by utilizing the Agricultural Service Board Act duties under Section 2.
- 1.2 Bring education, demonstration, extension, outreach and awareness to ratepayers.
- 1.3 Be a leader as the County of Northern Lights to assist producers with industry challenges and maintain safe, clean infrastructure for producers.

AGRICULTURE SERVICE BOARD RESPONSIBILITIES

- 2.1 The ASB will strive to hold a minimum of three (3) ASB meetings per year, no member will miss three consecutive meetings.
- 2.2 Will follow and adhere to the ASB Act. Upon request, orientation will be organized.
- 2.3 Provide direction, supervision, and resources to the Agricultural Fieldman to support the relevant Acts.
- 2.4 Approve funding, policies and programs to maintain grant funding and support a sustainable agriculture community.
- 2.5 All seven (7) County Council members will constitute the Agriculture Service Board (ASB). The structure of the board will be determined as outlined by Bylaw No. 25-63-503.
- 2.6 The members of the Agricultural Service Board will sit on the Intermunicipal Weed and Pest Appeal Boards.

AGRICULTURE FIELDMAN RESPONSIBILITIES

- 3.1 Apply for the ASB Grant Program Funding and file the subsequent grant reporting.
- 3.2 Be appointed an inspector or officer as designated under Section 8 of the ASB Act.
- 3.3 Will provide a summary of activities at an ASB meeting of each calendar year.

- 3.4 Supervise, direct and be responsible on behalf of the Board for all other relevant acts, such as: The Weed Control Act, Agricultural Pest Act, Soil Conservation Act, Animal Health Act, and other relevant Acts as they arise.
- 3.5 Function as a liaison between the Alberta Agriculture and Irrigation, Council, CAO and ratepayers to apply for grants and administer programs.
- 3.6 Coordinate with NPARA to ensure they are delivering on the objectives of the grant that meet the criteria of Section of the ASB Act.

ATTACHMENTS/SCHEDULES/APPENDIX

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REFERENCES

Legal Authorities	Municipal Government Act Agricultural Service Board Act County Bylaw No. 25-63-503
Related Policies	NPARA Grant Policy

REVISION HISTORY

March 24, 2026	New policy adopted by council
March 14, 2017	Deleted. Combined under Procedures in Bylaw No. 25-63-503

DOCUMENT CLASSIFICATION UNDER ATIA AND POPA

Classification 1. A	Public Information
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Chief Elected Official



Chief Administrative Officer