

**MINUTES OF CLEAR HILLS COUNTY  
AGRICULTURAL SERVICE BOARD  
ORGANIZATIONAL MEETING  
COUNCIL CHAMBERS, Worsley, Alberta  
NOVEMBER 16, 2021**

---

PRESENT

Brian Harcourt	Member
Baldur Ruecker	Member
Julie Watchorn	Member
David Janzen	Council Representative
Garry Candy	Member
Ron Jensen	Member
Jason Ruecker	Council Representative (alternate)

IN ATTENDANCE

Audrey Bjorklund	Community Development Manager
Greg Coon	Agricultural Fieldman
Bonnie Morgan	Executive Assistant

ABSENT

CALL TO ORDER

Community Development Manager (CDM) Bjorklund called the meeting to order at 10:03 a.m.

**AG53(11/16/21)**

**RESOLUTION by Member Candy that this Agricultural Service Board adopts the agenda governing the November 16, 2021, Organizational Meeting. CARRIED.**

VOTING  
PROCEDURE

By resolution the Board shall determine if they wish to vote by secret ballot or show of hands, at the organizational meeting.

**AG54 (11/16/21)**

**RESOLUTION by Member Ruecker that this Agricultural Service Board determine the voting of chairperson and deputy chairperson by show of hands. CARRIED.**

ELECTION OF  
CHAIR

As per Bylaw 246-19 annually at the first meeting following the Council Organizational Meeting, the Agricultural Service Board will appoint a Chairperson from among all voting members for the year.

A call will be made three times for nominations for the position of Chair. Following the third call, a request will be made for a motion for nominations to cease.

Audrey Bjorklund, CDM, called for nominations for Chair.

Member Ruecker nominated Member Harcourt  
Member Harcourt accepted.

Audrey Bjorklund, CDM, called for nominations for Chair a second time.

Audrey Bjorklund, CDM, called for nominations for Chair a third and final time.

**AGRICULTURAL SERVICE BOARD  
ORGANIZATIONAL MEETING  
November 16, 2021**

**AG55 (11/16/21)**

**RESOLUTION by Deputy Reeve Janzen that nominations for Chair cease. CARRIED**

Member Harcourt was declared Chair by acclamation.

Member Harcourt took the chair.

**ELECTION OF  
DEPUTY CHAIR**

Agricultural Service Board Administration Procedure 6301-01, states that the Agricultural Service Board annually, at the first meeting following the Council Organizational Meeting, appoint a Deputy Chairperson from among all voting members for the year.

A call will be made three times for nominations for the position of Deputy Chair. Following the third call, a request will be made for a motion for nominations to cease.

Chair Harcourt called for nominations for Deputy Chair.

Member Candy nominated Member Ruecker  
Member Ruecker Accepts

Chair Harcourt called for nominations for Deputy Chair a second time.

Member Ruecker nominated Member Watchorn  
Member Watchorn accepted.

Chair Harcourt called for nominations for Deputy Chair a third and final time.

**AG56 (11/16/21)**

**RESOLUTION by Deputy Reeve Janzen that nominations for Deputy Chair cease. CARRIED.**

Member Watchorn was declared Deputy Chair.

**APPOINTMENT OF  
VOTING MEMBERS**

As per Agricultural Service Board Administration Procedure 6301-01, annually, at the first meeting following the Council Organizational Meeting, the Agricultural Service Board selects voting delegates for the annual Provincial Agricultural Service Board Conference.

**AG57 (11/16/21)**

**RESOLUTION by Deputy Chair Watchorn that this Agricultural Service Board appoint Chair Harcourt and Deputy Reeve Janzen as voting members and Deputy Chair Watchorn as the alternate voting member for the Agricultural Service Board Provincial and Regional Conferences. CARRIED.**

**AGRICULTURAL SERVICE BOARD  
ORGANIZATIONAL MEETING  
November 16, 2021**

Signing Authorities

As per Agricultural Service Board Administration Procedure 6301-01(2.4) annually at the first meeting, following the Council Organizational Meeting, the Agricultural Service Board will appoint signing authority for grant applications.

**AG58 (11/16/21)**

**RESOLUTION by Deputy Reeve Janzen that this Agricultural Service Board appoint Chair Harcourt and Deputy Reeve Janzen as the Agricultural Service Board grant signing authorities for 2021/2022. CARRIED.**

DATE, TIME AND  
PLACE OF BOARD  
MEETINGS

The Agricultural Service Board (ASB) currently meets every second Monday except May when the meeting will be held on the first Monday of the month and there are no meetings held in April or September. All members of the board must be present when setting the day of the month and the commencement time for regular ASB meetings.

**AG59 (11/16/21)**

**RESOLUTION by Deputy Reeve Janzen to set ASB meetings for the third Tuesday of each month except May when the meeting will be held the first Tuesday, and no meetings will be held in April and August; meetings to start at a 10:00 a.m. CARRIED.**

ADJOURNMENT

Chair adjourned the Agricultural Service Board Organizational meeting at 10:19 a.m.

*Dec 14/21*



CHAIR

*Dec 14/21.*



AGRICULTURAL FIELDMAN