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**POLICY NO.11.05**

**FEBRUARY 9, 2016**

**TITLE: THE ATB FARM FAMILY AWARD**

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**POLICY STATEMENT:**

Formerly known as the AMA Farm Family Award, this award recognizes farm families in northern and central Alberta who best represent the values of the family farm within their communities. The award recognizes both their farming business practices and their community involvement.

Westlock County's Agricultural Service Board also participates in this award program. Westlock County encourages members of the community to submit nominations for this award in the manner prescribed in this policy. Recipients of this award are honoured at the annual Farmfair International Gala hosted by Northlands in Edmonton every November.

Although ATB Farm Family Awards are awarded every year, Agricultural Service Boards in northern and central Alberta alternate their participation, participating every second year.

**PURPOSE:**

This policy serves to clarify the process, from nominations to the giving of the award, as well as clarify responsibilities.

**DEFINITIONS:**

***Nominator*** means a person that nominates a farming family for the ATB Farm Family Award,

***Nominee*** means a farming family that is nominated for the ATB Farm Family Award,

***Northlands*** is an organization in Edmonton that is in the business of putting on events at its venues.

***Westlock County Agricultural Service Board*** or ***the Agricultural Service Board*** means Westlock County's Agricultural Service Board, established under the authority of the *Agricultural Service Board Act* of Alberta.

**1. NOMINATIONS BY MEMBERS OF THE PUBLIC:**

**1.1.** Members of the public, whether they are residents of Westlock County or not, may nominate a family who owns or occupies land in Westlock County and conducts agricultural operations on that land.

**1.2.** Nominations must be written or typed and must clearly establish:

- (a) That the farm family they are nominating consists of at least two generations (children and parents for example),
- (b) why they believe the family's agricultural practices are innovative,
- (c) what the family does to promote and increase awareness of family farming in Alberta,
- (d) what the family does to be a role model in their communities and/or the agricultural industry,
- (e) any other community service the family does that is connected to agriculture,
- (f) any other items that establish the nominator's case of why the family they are nominating should be granted this award.

**1.3.** All Nominations must be submitted by the deadline advertised by Westlock County's municipal government. The Agricultural Service Board may or may not consider late submissions.

**1.4.** All nominations must be submitted by mail or in person to the Westlock County municipal government office at

Westlock County  
Attn: Agricultural Services  
10336 – 106 Street  
Westlock, AB  
T7P 2G1

## **2. AGRICULTURAL SERVICE MANAGER'S RESPONSIBILITIES:**

### **2.1. The Manager of Agricultural Services will**

- (a) forward all nominations received to Westlock County's Agricultural Service Board, and
- (b) handle all nominations and the information they contain in accordance with *Alberta's Freedom of Information and Protection of Privacy Act*.

### **2.2. Once the Agricultural Service Board has chosen a nominee from the list of nominations submitted, the Manager of Agricultural Services, or delegate, will prepare and forward a package to Northlands in Edmonton, notifying them of Westlock County's choice of nominee.**

### **2.3. The Manager of Agricultural Services will notify the nominee selected as per section 3.1(c)**

- (a) that they have been selected by the Board to receive the award, and
- (b) of any other pertinent information regarding the award and the nominee's status in Northland's selection process of award recipients.

## **3. AGRICULTURAL SERVICE BOARD:**

### **3.1. Westlock County's Agricultural Service Board will**

- (a) obtain the year's nominations from the Manager of Agricultural Services,
- (b) handle all nominations and the information they contain in accordance with *Alberta's Freedom of Information and Protection of Privacy Act*,
- (c) review the nominations and choose one nominee for the award, and

(d) forward the Board's

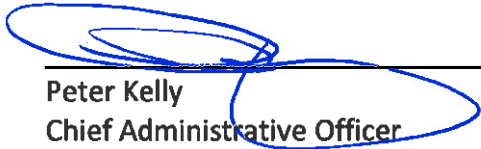
(i) choice of nominee, and

(ii) that nominee's nomination that was submitted as per section 1.2,

to the Manager of Agricultural Services for the purpose set out in section 2.2 and 2.3.

MOTION: #56/116

DATE: February 9, 2016

  
Peter Kelly  
Chief Administrative Officer

  
Bud Massey  
Reeve