

January ____, 2020

Strathcona County Agricultural Service Board
c/o Transportation and Agriculture Services
2001 Sherwood Drive
Sherwood Park, AB T8A 3W7
Attention: _____, Chair

Re: Agricultural Service Board Mandate Letter for 2020 and 2021

On behalf of Strathcona County Council, thank you for your hard work in supporting and facilitating the achievement of Strathcona County's Strategic Plan. Your role in providing a forum for examining timely issues and providing advice to Strathcona County Council related to your mandate supports our efforts to make Strathcona County "Canada's most livable community."

Strathcona County Council requests that during 2020 and 2021 you focus your efforts on the activities indicated below. We also ask that you report to Priorities Committee on your progress before the end of the fourth quarter of each year. You are invited to report to Priorities Committee in the event of earlier completion of particular activities or on emerging matters.

Activity	Requested Completion Date
Oversee the development of the Agriculture and Food Sector Development Strategy	Q4 2021
Increase awareness and monitoring of invasive species	Q4 2021
Assist with continued implementation of the Urban Agriculture Strategy	Q4 2021
Provide direction on design and programming of the Multipurpose Agriculture Facility	Q4 2021

Provide direction on design and programming of the Bremner Heritage Site	Q4 2021
Traffic Safety – Advocacy and awareness of agricultural traffic safety	Q4 2021

At times over the next two years, it may be necessary to adjust the above activities to accommodate emerging issues. In such event you will receive further direction from Strathcona County Council.

I would like to take this opportunity to sincerely thank you for your commitment to Strathcona County and for agreeing to be part of the Agricultural Service Board. Strathcona County Council looks forward to hearing about your progress on these important activities and receiving your advice.

Sincerely,

Rod Frank, **MAYOR**
STRATHCONA COUNTY

January ____, 2020

Strathcona County Economic Development and Tourism Advisory Committee
c/o Economic Development and Tourism
2001 Sherwood Drive
Sherwood Park, AB T8A 3W7
Attention: _____, Chair

Re: Economic Development and Tourism Advisory Committee Mandate Letter for 2020 and 2021

On behalf of Strathcona County Council, thank you for your hard work in supporting and facilitating the achievement of Strathcona County's Strategic Plan. Your role in providing a forum for examining timely issues and providing advice to Strathcona County Council related to your mandate supports our efforts to make Strathcona County "Canada's most livable community."

Strathcona County Council requests that during 2020 and 2021 you focus your efforts on the activities indicated below. We also ask that you report to Priorities Committee on your progress before the end of the fourth quarter of each year. You are invited to report to Priorities Committee in the event of earlier completion of particular activities or on emerging matters.

Activity	Requested Completion Date
Advise on petrochemical diversification opportunities on a provincial, national and international basis	Q4 2021
Provide advice, suggestions and next steps with respect to development attraction, business retention and expansion opportunities related to the agricultural and agri-food processing sectors	Q4 2021
Discuss and advocate for ways to ensure a land supply is readily available and compatible for commercial, industrial, residential and tourism development	Q4 2021
Review and discuss opportunities for tourism product development expansion within Strathcona County	Q4 2021

Assist in gap identification and provide suggestions for future retail and other commercial opportunities as well as advising on creative solutions to fill current office spaces	Q4 2021
Advise on the transportation, distribution and logistics sector	Q4 2021
Advise on trends and best practices for seminar development, business coaching, mentorship programs, and other matters related to small business growth, retention and expansion	Q4 2021

At times over the next two years, it may be necessary to adjust the above activities to accommodate emerging issues. In such event you will receive further direction from Strathcona County Council.

I would like to take this opportunity to sincerely thank you for your commitment to Strathcona County and for agreeing to be part of the Economic Development and Tourism Advisory Committee. Strathcona County Council looks forward to hearing about your progress on these important activities and receiving your advice.

Sincerely,

Rod Frank, **MAYOR**
STRATHCONA COUNTY