



BOARD OF DIRECTORS' MEETING MINUTES

Thursday, March 6, 2025 – 7:00 p.m.

ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge) or ZOOM Virtual Meeting

BOARD OF DIRECTORS:

Colin Bexte (Absent)Village of Arrowwood
Shayla Anderson (Absent) Village of Barnwell
Dan Doell (In Person)..... Village of Barons
Mike Wetzstein (Absent) Town of Bassano
Ray Juska (Virtual) City of Brooks
Roger Houghton (In Person) Cardston County
Allan Burton (Absent) Town of Cardston
Sue Dahl (In Person) Village of Carmangay
James F. Smith (Absent) Village of Champion
Brad Schlossberger (Absent) Town of Claresholm
Deborah Florence (In Person)..... Town of Coalhurst
Tanya Smith (In Person)..... Village of Coutts
Dave Slingerland (Absent) Village of Cowley
Dave Filipuzzi (In Person)..... Mun. Crowsnest Pass
Dean Ward (In Person) Mun. Crowsnest Pass
Stephen Dortch (In Person) Village of Duchess
Gord Wolstenholme (In Person).. Town of Fort Macleod
Joan Hughson (Absent) County of Forty Mile
Mark Peterson (Absent) Village of Glenwood
Suzanne French (Absent)..... Village of Hill Spring
Morris Zeinstra (Absent)Lethbridge County

Brad Koch (Absent) Village of Lomond
Gerry Baril (Absent) Town of Magrath
Peggy Losey (In Person) Town of Milk River
Dean Melnyk (Virtual) Village of Milo
Victor Czop (In Person) Town of Nanton
Marinus de Leeuw (Absent)..... Town of Nobleford
Teresa Feist (Absent) Town of Picture Butte
Jim Welsch (Absent) M.D. of Pincher Creek
Don Anderberg (In Person) Town Pincher Creek
Ronald Davis (Absent)..... M.D. of Ranchland
Neil Sieben (In Person)..... Town of Raymond
Don Norby (In Person) Town of Stavely
Matthew Foss (Absent)..... Village of Stirling
John DeGroot (In Person) MD of Taber
Russell Norris (In Person)..... Town of Vauxhall
Christopher Northcott (In Person)..... Vulcan County
Richard DeBolt (In Person) Town of Vulcan
David Cody (In Person)..... County of Warner
Marty Kirby (In Person)..... Village of Warner
Evan Berger (In Person) M.D. Willow Creek

STAFF:

Bonnie Brunner Senior Planner
Steve Harty Senior Planner
Diane Horvath Senior Planner
Harsimran Kaur..... Assistant Planner
Raeanne Keer Executive Assistant
Lenze Kuiper Chief Administrative Officer
Jennifer Maxwell Subdivision Technician

Stephanie Sayer Accounting Clerk
Kattie Schlamp..... Planner
Rachel Schortinghuis Assistant Planner
Gavin Scott Senior Planner
Jaime ThomasGIS Analyst
Jiayi Wang..... Assistant Planner

Chair Christopher Northcott called the meeting to order at 7:00 pm.

1. APPROVAL OF AGENDA

Moved by: Richard DeBolt

THAT the Board adopts the Agenda for March 6, 2025, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: Tanya Smith

THAT the Board approves the meeting minutes of December 5, 2024, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

4. REPORTS

a. Executive Committee Report

Chair Northcott presented the Executive Committee Report to the Board.

5. BUSINESS

a. Housing Needs Assessments

R. Schortinghuis, Assistant Planner, presented on Housing Needs Assessments to the Board.

b. GIS Update

J. Thomas, GIS Analyst, presented on various updates and projects from the GIS Department, including NextGen 911, Elections Alberta addressing, new ortho-photos for 22 participating municipalities, asset management, and the installation of a new view module.

c. Regional Assessment Review Board

L. Kuiper presented on the Regional Assessment Review Board to the Board.

d. Subdivision Activity – As of January 31, 2025

L. Kuiper presented the Subdivision Statistics as of January 31, 2025 to the Board.

e. ORRSC Periodical Spring 2025: Brownfield Sites

G. Scott, Senior Planner, presented the Spring 2025 ORRSC Periodical topic Brownfield Sites to the Board, and highlighted some of the topics that will be covered.

f. New Agreements – Status Update

Chair Northcott stated that the Executive and Administration are working on updating the ORRSC Service Agreements and noted that we hope to have more information for the June 2025 Meeting.

g. Bear Pit Session

L. Kuiper introduced the Bear Pit Session, and encouraged Board Members to ask any planning or GIS related questions they may have.

The Board asked various questions on recruitment strategies for more Planners, collaborative planning, additional visits by the CAO and Chair to municipal members, and the benefits of having long range plans in place.

7. ACCOUNTS

a. Balance Sheet and Comparative Income Statement

- As of January 31, 2025

L. Kuiper presented the Balance Sheet and Comparative Income Statements as of January 31, 2025.

Moved by: Don Anderberg

THAT the Board approves Balance Sheet and Comparative Income State, as of January 31, 2025, as presented.

CARRIED

8. NEW BUSINESS

There was no new business.

9. NEXT MEETING – Thursday, June 5, 2025 (BBQ and Board Meeting)

10. ADJOURNMENT

Moved by: Gord Wolstenholme

THAT the Board hereby closes the meeting.

CARRIED AT 8:34 PM



Christopher Northcott, Chair



Lenze Kuiper, Chief Administrative Officer