



OLDMAN RIVER REGIONAL SERVICES COMMISSION

BOARD OF DIRECTORS' MEETING MINUTES

Thursday, June 13, 2024 – 7:00 p.m.

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

BOARD OF DIRECTORS:

Colin Bexte (Virtual) Village of Arrowwood
 Jake Hiebert (Absent)..... Village of Barnwell
 Dan Doell (In Person) Village of Barons
 Mike Wetzstein (Virtual)..... 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 (In Person) Town of Claesholm
 Scott Akkermans (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
 Gordon Wolstenholme (In Person)Town of Fort Macleod
 Joan Hughson (In Person) County of Forty Mile
 Mark Peterson (In Person).....Village of Glenwood
 Suzanne French (Absent) Village of Hill Spring
 Morris Zeinstra (In Person)..... 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 (Virtual) Town of Nanton
 Marinus de Leeuw (In Person)Town of Nobleford
 Teresa Feist (Absent).....Town of Picture Butte
 Tony Bruder (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 (Absent)..... MD of Taber
 Russell Norris (In Person) Town of Vauxhall
 Christopher Northcott (Virtual).....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
 Mike BurlaSenior Planner
 Ryan Dyck Planner
 Carlin Groves CAD/GIS Technologist
 Steve HartySenior Planner
 Diane Horvath.....Senior Planner
 Raeanne KeerExecutive Assistant

Lenze KuiperChief Administrative Officer
 Jennifer Maxwell.....Subdivision Technician
 Stephanie Sayer Accounting Clerk
 Kattie Schlamp Planner
 Rachel SchortinghuisAssistant Planner
 Gavin ScottSenior Planner

Chair Gordon Wolstenholme called the meeting to order at 7:00 pm.

1. APPROVAL OF AGENDA

Moved by: Scott Akkermans

THAT the Board adopts the Agenda for June 13, 2024, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: Richard DeBolt

THAT the Board approves the meeting minutes of December 7, 2023, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

4. PRESENTATION

a. 2023 Financial Statements & Auditor's Report – Derek Taylor, KPMG LLP

Derek Taylor, of KPMG LLP, presented the 2022 Financial Statements and Auditor's Report to the Board.

5. REPORTS

a. 2023 Annual Report

L. Kuiper, Chief Administrative Officer, presented the 2022 Annual Report to the Board.

Moved by: Dean Ward

THAT the Board of Directors have reviewed and ratified the Executive Committee Approval of the ORRSC Annual Report and Financial Statements for the Year ending December 31, 2023.

CARRIED

b. Executive Committee Report

Chair Wolstenholme presented the Executive Committee Report to the Board.

6. BUSINESS

a. Staffing Update

L. Kuiper announced the retirement of Sherry Johnson, Bookkeeper, at the end of April 2024 following 40+ dedicated years with the Commission. He then introduced Stephanie Sayer, Accounting Clerk, and Rachel Schortinghuis, Assistant Planner, to the Board as new staff to ORRSC.

b. New ORRSC Member – County of Forty Mile No. 8

L. Kuiper announced and welcomed the County of Forty Mile No. 8 as the newest member to the Oldman River Regional Services Commission and welcomed their Board Member Joan Hughson.

Moved by: Brad Schlossberger

THAT the Board of Directors approves membership in 2024 of the following Municipality to the Oldman River Regional Service Commission:

County of Forty Mile No. 8

CARRIED

**c. Subdivision Activity
- As of May 31, 2024**

L. Kuiper presented the Subdivision Activity statistics as of May 31, 2024 to the Board.

d. Year End Financial Performance Reports and Presentation

L. Kuiper presented the Year End Financial Performance Reports and Presentation to the Board.

The Board discussed ensuring that the Commission is charging appropriate membership fees to ensure the financial viability of organization and ensuring that the valuable and knowledgeable staff within the Commission are retained given the support they provide to the membership.

e. ORRSC Periodical – Hamlets

R. Dyck, Planner, presented information on the upcoming ORRSC Periodical topic, Hamlets.

7. ACCOUNTS

**a. Balance Sheet and Comparative Income Statement
- As of April 30, 2024**

L. Kuiper presented the Balance Sheet and Comparative Income Statements as of April 30, 2024

Moved by: Peggy Losey

THAT the Board approves Balance Sheet and Comparative Income State, as of April 30, 2023, as presented.

CARRIED

8. NEXT MEETING – Thursday, September 5, 2024

9. ADJOURNMENT

With no further questions and nothing further to discuss, Chair Gordon Wolstenholme adjourned the meeting, the time being 8:01 pm.



Gordon Wolstenholme, Chair



Lenze Kuiper, Chief Administrative Officer