

EXECUTIVE COMMITTEE MEETING MINUTES
May 8, 2025; 4:00 pm
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, May 8, 2025, at 4:00 pm, in the ORRSC Administration Building.

Attendance

Executive Committee

Christopher Northcott, Chair
Don Anderberg, Vice Chair
Evan Berger
David Cody
Brad Schlossberger
Neil Sieben
Gordon Wolstenholme

Staff

Bonnie Brunner, Senior Planner
Carlin Groves, CAD/GIS Technologist
Steve Harty, Senior Planner
Diane Horvath, Senior Planner
Raeanne Keer, Executive Assistant
Mladen Kristic, CAD/GIS Technologist
Jennifer Maxwell, Subdivision Technician
Kaylee Sailer, CAD/GIS Technologist
Stephanie Sayer, Accounting Clerk
Kattie Schlamp, Planner
Rachel Schortinghuis, Assistant Planner
Gavin Scott, Senior Planner
Jaime Thomas, GIS Analyst
Jordan Thomas, GIS Analyst

Chair Northcott called the meeting to order at 4:02 pm.

1. Approval of Agenda

Moved by: Brad Schlossberger

THAT the Executive Committee adopts the May 8, 2025 Executive Committee Meeting Agenda, as presented.

CARRIED

2. Approval of Consent Agenda

- a. Minutes of April 17, 2025
- b. Recommendation of 2024 ORRSC Annual Report to Board of Directors
- c. Subdivision Activity – April 2025
- d. Office Accounts
 - (i) Monthly Office Accounts
 - March 2025
 - (ii) Payments and Credits
 - March 2025

- e. Financial Statements
 - (i) Balance Sheet
 - March 2025
 - (ii) Comparative Income Statement
 - March 2025
 - (iii) Details of Account:
 - As of March 31, 2025

Moved by: Don Anderberg

THAT the Executive Committee approves the consent Agendas as distributed.

CARRIED

3. New Business

a. Meeting with Staff (Dinner Break at 5:30 pm)

Chair Northcott welcomed and thanked everyone for taking the opportunity to participate in this meeting with the Executive Committee and ORRSC staff.

Chair Northcott provided details on the format for tonight's discussion including an All-Staff roundtable, breakout sessions with individual departments, and a dinner break.

(i) Roundtable Discussion - All Staff

The Executive Committee and staff discussed various topics regarding the organization and future Chief Administrative Officer.

(ii) Breakout Session with Administrative Staff

The Executive Committee and the Administrative staff discussed various topics regarding the organization and future Chief Administrative Officer.

(iii) Breakout Session with GIS Staff

The Executive Committee and the GIS staff discussed various topics regarding the organization and future Chief Administrative Officer.

(iv) Breakout Session with Planning Staff

The Executive Committee and the Planning staff discussed various topics regarding the organization and future Chief Administrative Officer.

Moved by: Evan Berger

THAT the Executive Committee moves into Closed Session in accordance with Section 24 of the *Freedom of Information and Protections of Privacy Act*.

CARRIED AT 9:24 PM

4. Closed Session

b. Follow-up to Meeting with Staff

Pursuant to section 197(6) of the *Municipal Government Act*, the following member of Administration were in attendance for Agenda Item 4.a – Follow-up to Meeting with Staff: R. Keer.

Moved by: Evan Berger

THAT the Executive Committee moves into Open Session

CARRIED AT 9:44 PM

- 5. Next Meeting** – Board of Directors & BBQ – June 5, 2025
Executive Committee – June 12, 2025

6. Adjournment

Moved by: Neil Sieben

THAT the Executive Committee hereby closes the meeting.

CARRIED AT 9:46 PM



CHAIR



CHIEF ADMINISTRATIVE OFFICER