

To Mayor/Reeve and Council

MINUTES - 1 (2008)

**OLDMAN RIVER REGIONAL SERVICES COMMISSION
GENERAL BOARD OF DIRECTORS' MEETING**

Thursday, **March 6, 2008** – 7:00 - 8:10 p.m.

RAMADA HOTEL – Scenic Room
2375 Mayor Magrath Drive South,, Lethbridge

BOARD OF DIRECTORS:

- | | | | |
|----------------------------------|------------------------|-------------------------------|-----------------------|
| Bill Graff (absent) | Village of Arrowwood | Terry Michaelis | Town of Milk River |
| Del Bodnarek (absent) | Village of Barnwell | Robert Phillips (absent)..... | Village of Milo |
| Alf Olsen | Village of Barons | Dick Fenton | Town of Nanton |
| Roger Houghton - alternate | Cardston County | Anne Marie Philipsen..... | County of Newell |
| Robert Russell | Town of Cardston | Paul Goldade..... | Village of Nobleford |
| Art Cogdale (absent) | Village of Carmangay | Hank Hurkens..... | Town of Picture Butte |
| Trevor Wagenvoort (absent) .. | Village of Champion | Bjorn Berg | M.D. of Pincher Creek |
| Doug MacPherson (absent) .. | Town of Claesholm | Doug Thornton..... | Town Pincher Creek |
| Vic Mensch | Town of Coaldale | Ronald Davis (absent) | M.D. of Ranchland |
| Dennis Cassie | Town of Coalhurst | Jim Steed | Town of Raymond |
| Tom Butler (absent) | Village of Coutts | Barry Johnson | Town of Stavely |
| Garry Hackler (absent) | Village of Cowley | Mike Selk | Village of Stirling |
| Ian MacLeod (absent) | Mun. Crowsnest Pass | Cecil Wiest | M.D. of Taber |
| Gary Taje (absent) | Mun. Crowsnest Pass | Lois Maloney | Town of Vauxhall |
| Gordon Wolstenholme | Town of Fort Macleod | Rod Ruark (absent)..... | Vulcan County |
| Ron Hanson (absent) | Town of Granum | Roy Elmer..... | Town of Vulcan |
| Loretta Todd | Village of Hill Spring | Keith Palmer | County of Warner |
| Hans Rutz..... | County of Lethbridge | Vern Strain | Village of Warner |
| Brad Koch (absent) | Village of Lomond | Henry Van Hierden | M.D. of Willow Creek |
| Dennis Quinton | Town of Magrath | | |

STAFF:

- | | | | |
|---------------------|----------|-----------------------|------------------------------|
| Lenze Kuiper | Director | Garett Stevenson..... | Intern Planner |
| Steve Harty | Planner | Cal Kembel..... | Senior Graphics Technologist |
| Diane Horvath..... | Planner | Steven Ellert | GIS Technologist |
| Bonnie Brunner..... | Planner | Barb Johnson | Executive Secretary |

AGENDA:

1. **Approval of Agenda** – March 6, 2008
2. **Approval of Minutes** – December 6, 2007 (attachment)
3. **GUEST SPEAKER:** **SEAN ROBISON, BSc, CPHI(C) – CHINOOK HEALTH**
 Executive Officer / Public Health Inspector
 “Chinook Health Roles & Responsibilities / Urban-Rural Land Use”
4. **Reports**
 - (a) Executive Committee Report (attachment)
 - (b) Staff Report by Garett **Stevenson, ORRSC Intern Planner** – “*Alberta Municipal Affairs and Housing Municipal Internship Program – Pilot Program for Land Use Planners*”.....

5. Business

- (a) 2007 Review(handout)
- (b) Toll-Free Phone Number (attachment)
- (c) Review of 2008 Council Orientation Workshop (attachment)

6. Accounts

- (a) Summary of Balance Sheet and Statement of Income for the 12-month period: January 1 to December 31, 2007(handout)

7. Adjournment

CHAIR PAUL GOLDADE CALLED THE MEETING TO ORDER AT 7:00 P.M.

1. APPROVAL OF AGENDA

Moved by: Vic Mensch

THAT the Board of Directors approves the agenda of March 6, 2008, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: Gordon Wolstenholme

THAT the Board of Directors approves the minutes of December 6, 2007, as presented.

CARRIED

3. GUEST SPEAKER –

SEAN ROBISON, BSc, CPHI(C) – CHINOOK HEALTH
Executive Officer / Public Health Inspector
“Chinook Health Roles & Responsibilities / Urban-Rural Land Use”

- Mr. Robison gave a very informative presentation on Chinook Health’s proactive approach to land use planning. Many of the issues they deal with on a daily basis come back to land use. Their role is to help planners and elected officials make the best decisions for public health and to prevent illness.
- Planners request the comments of Chinook Health for area structure plans, subdivision applications, development applications, etc. Chinook Health tries to foresee potential nuisance conditions and stop them before they start. A public health nuisance is defined as: *“A condition that is or might become injurious or dangerous to the public health, or that might hinder in any manner the prevention or suppression of disease.”* They generally provide recommendations to the municipality to help them in their decision process and it is up to the municipality to accept or reject the recommendations. However, if a significant potential for a nuisance condition exists, they will do what is necessary to eliminate, mitigate or control the nuisance condition.

- Chinook Health has concerns with the recent trend towards large-scale rural industrial parks and multi-parcel country residential settings. Water and waste water are the two major issues related to these developments. It is good planning and good public health to develop the proper infrastructure to meet the current and projected needs of a development. Ideally, they like to see licensed potable water and licensed waste water. Chinook Health will NOT support any large developments where potable water is supplied with private waste water systems (septic fields). If consideration is being given for a development supplied with potable water and private septic, an engineer should assess the suitability and determine the appropriate parcel size based on the assessment.
- Chinook Health encourages two-way communication to improve the public health and help municipalities with land use issues. Contact Sean Robison at (403) 345-3000 or srobison@chr.ab.ca for further information.

Moved by: Dick Fenton

THAT the Board of Directors accepts the Guest Speaker Presentation, as information.

CARRIED

4. REPORTS

(a) Executive Committee Report

Moved by: Henry Van Hierden

THAT the Board of Directors accepts the Executive Committee Report for the meetings of January 10 and February 14, 2008, as information.

CARRIED

(b) Staff Report by Garrett Stevenson, ORRSC Intern Planner – “Alberta Municipal Affairs and Housing Municipal Internship Program – Pilot Program for Land Use Planners”

- Garrett Stevenson is a graduate of the University of Waterloo and began working for ORRSC as an Intern Planner in May 2007. He is participating in the two-year Pilot Program for Land Use Planners which is designed for recent post-secondary graduates in the field of municipal planning. Objectives of the program are:
 - to assist in efforts to recruit, train, and retain competent municipal employees who can progress into leadership positions;
 - to encourage more individuals to enter the local government field;
 - to offer recent graduates who are interested in a career in municipal planning the opportunity to have first-hand, real-life, practical experience;
 - to assist Alberta Municipal Affairs and Housing in meeting its goal of fostering “a responsive, cooperative and well-managed local government sector” by encouraging and providing Alberta municipalities with the tools and programs to improve self-sufficiency.
- The host municipality must have a population between 5,000 and 100,000 and a strong commitment to the Internship Program vision and goals. A senior planner with an AACIP designation must agree to serve as the intern supervisor for the duration of the program and be able to sign off the intern’s AACIP logbook requirements. There must also be an ability to provide training in a wide range of municipal functions and planning areas and an interest in sharing knowledge and experiences with the intern.
- Alberta Municipal Affairs and Housing provides grants to the host municipality of \$42,000 for the first year and \$18,000 for the second year of the program.

5. BUSINESS

(a) 2007 Review

- The Director reviewed a handout listing the status of municipal projects and subdivision statistics for 2007. A complete list will be included in the 2007 Annual Report to be presented at the Annual General Meeting on June 5, 2008.

Moved by: Dick Fenton

THAT the Board of Directors accepts the 2007 Review as presented by the Director, as information. **CARRIED**

(b) Toll-Free Phone Number

- As approximately half of our municipal members fall outside the local calling area, ORRSC has obtained a toll free number: 1-877-329-1387. The cost of this service is \$3.00/month plus 7.9¢/minute. We encourage all of our long-distance municipalities and customers to use this number when contacting our office.

(c) Review of 2008 Council Orientation Workshop

- A summary of evaluations from the 2008 Council Orientation Workshop held on January 31, 2008 at the Lethbridge Lodge was included with the agenda. Good feedback was received which will be used in planning future events. ORRSC have been asked to give a similar presentation at the Community Planning Association Conference in Red Deer in April this year.

6. ACCOUNTS

(a) Summary of Balance Sheet and Statement of Income for the 12-month period: January 1 to December 31, 2007

- Total Excess Revenue for 2007 (unaudited) is approximately \$464,000 which will be moved to capital reserve accounts and used to pay down the mortgage.

Moved by: Hans Rutz

THAT the Board of Directors accepts the Summary of Balance Sheet and Statement of Income for the 12-month period: January 1 to December 31, 2007, as information.

CARRIED

7. ADJOURNMENT

Moved by: Cecil Wiest

THAT we adjourn the General Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:10 p.m. until Thursday, June 5, 2008.

CARRIED

/bj

CHAIR: _____