

— CHRISTMAS SOCIAL —
6:00 p.m. (Chinese Food) – Thursday, December 2, 2010
ORRSC Conference Room
3105 - 16 Avenue North, Lethbridge (use north parking lot and entrance)

Presentation of Service Recognition Awards

AGENDA - 4 (2010)

7:00 p.m. – Thursday December 2, 2010

OLDMAN RIVER REGIONAL SERVICES COMMISSION

ANNUAL ORGANIZATIONAL BOARD OF DIRECTORS' MEETING

1. **Approval of Agenda** – December 2, 2010
2. **Approval of Minutes** – September 2, 2010..... (attachment)
3. **Recognition of Members and Alternate Members for 2010/2011** (attachment)
4. **Appointment of Officers and Executive Committee for 2010/2011** (attachment)
 - (a) Election of Chair.....
 - (b) Election of Vice-Chair
 - (c) Election of Executive Committee
 - (d) Destruction of Ballots
5. **Remarks – Paul Goldade, Outgoing Chair**
6. **Board Member Orientation**
7. **New Business**
 - (a) Proposed Budget 2011 (attachment)
 - (i) Proposed Base Membership Rate
 - (ii) Proposed GIS Fees..... (attachment)
 - (iii) Proposed Subdivision Fee Increase
 - (b) Municipal Planning Orientations..... (attachment)
 - (c) Land Use Framework Update
8. **Accounts**
 - (a) Annual Organizational Board of Directors' Meeting – December 2, 2010 (attachment)
 - (b) Summary of Balance Sheet and Income Statement for the 9-month period:
January 1 - September 30, 2010 (attachment)
9. **Adjournment**.....

Please circulate to Mayor/Reeve and Council for information



OLDMAN RIVER REGIONAL SERVICES COMMISSION

MINUTES - 3 (2010)

GENERAL BOARD OF DIRECTORS' MEETING

Thursday, September 2, 2010 – 7:00 p.m.

ORRSC Conference Room (3105 - 16 Avenue North, Lethbridge)

BOARD OF DIRECTORS:

Bill Graff (absent)	Village of Arrowwood	Terry Michaelis	Town of Milk River
Del Bodnarek.....	Village of Barnwell	Robert Phillips (absent)	Village of Milo
Alf Olsen.....	Village of Barons	Dick Fenton	Town of Nanton
Neal Miller (absent).....	Cardston County	Anne Marie Philipsen	County of Newell
Tim Court.....	Town of Cardston	Paul Goldade	Village of Nobleford
Art Cogdale (absent).....	Village of Carmangay	Hank Hurkens.....	Town of Picture Butte
T. Wagenvoort (absent)	Village of Champion	John Russell (absent).....	M.D. of Pincher Creek
D. MacPherson (absent)	Town of Claresholm	Doug Thornton	Town Pincher Creek
Vic Mensch (absent)	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 (absent)	Village of Stirling
John Salus - alternate.....	Mun. Crowsnest Pass	Cecil Wiest (absent).....	M.D. of Taber
Ian MacLeod.....	Mun. Crowsnest Pass	Peter Van Uden (absent)	Town of Vauxhall
G. Wolstenholme (absent) .	Town of Fort Macleod	Rod Ruark (absent)	Vulcan County
Walter Gripping (absent).....	Town of Granum	Roy Elmer (absent).....	Town of Vulcan
Robert Wiebe (absent).....	Village of Hill Spring	Keith Palmer.....	County of Warner
Hans Rutz.....	County of Lethbridge	Vern Strain (absent).....	Village of Warner
Brad Koch (absent)	Village of Lomond	Henry Van Hierden.....	M.D. Willow Creek
Dennis Quinton (absent).....	Town of Magrath		

STAFF:

Lenze Kuiper	Director	Michelle Denis.....	Intern Planner
Steve Harty.....	Senior Planner	Mladen Kristic.....	CAD/GIS Technologist
Diane Horvath	Planner	Jaime Thomas.....	GIS Analyst
Perry Neufeld	Planner	Barb Johnson	Executive Secretary

AGENDA:

- 1. **Approval of Agenda** – September 2, 2010
 - 2. **Approval of Minutes** – June 3, 2010..... (attachment)
 - 3. **Business Arising from the Minutes**
 - (a) Land Use Framework Update – M.D. of Bighorn (attachment)
 - 4. **GUEST SPEAKER**

Bev Thornton, Director – Alberta SouthWest Regional Alliance
“Regional Partnerships Working To Facilitate Sustainable Growth”
 - 5. **Reports**
 - (a) Executive Committee Report (attachment)
 - 6. **Business**
 - (a) Regional Assessment Services.....
 - (b) GIS Update.....
 - (c) Training and Orientations for Councils and CAOs
 - 7. **Accounts**
 - (a) Summary of Balance Sheet and Income Statement for the
2-month period: January 1 to February 28, 2010..... (attachment)
 - 8. **Adjournment** – December 2, 2010
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CHAIR PAUL GOLDADE CALLED THE MEETING TO ORDER AT 7:05 P.M.

1. APPROVAL OF AGENDA

Moved by: Anne Marie Philipsen

THAT the Board of Directors approves the agenda of September 2, 2010, as presented.

CARRIED

2. APPROVAL OF MINUTES

Moved by: Doug Thornton

THAT the Board of Directors approves the minutes of June 3, 2010, as presented.

CARRIED

3. BUSINESS ARISING FROM THE MINUTES

(a) Land Use Framework Update – M.D. of Bighorn

- The Director has sent a letter to the M.D. of Bighorn regarding their letter of support but they have not responded yet. He will continue to follow up with them in the future.
- The Lower Athabasca Regional Advisory Council has recently released their *“Advice to the Government of Alberta Regarding a Vision for the Lower Athabasca Region”*. As this document is “advice”, the Government of Alberta doesn’t necessarily have to follow it. The RAC also put together a workbook, *“Working Towards the Lower Athabasca Regional Plan”* and will be holding a series of workshops throughout September for public consultation on their report.

4. GUEST SPEAKER

Bev Thornton, Director – Alberta SouthWest Regional Alliance
“Regional Partnerships Working To Facilitate Sustainable Growth”

- Alberta SouthWest Regional Alliance Ltd. is a non-profit corporation formed under Part 9 of The Companies Act (Alberta). It currently consists of the following 15 communities that choose to work together to support the economy of their region:

Cardston	Fort Macleod	MD of Pincher Creek
Cardston County	Glenwood	MD of Ranchland
Claresholm	Granum	Stavelly
Cowley	Hill Spring	MD Willow Creek
Crowsnest Pass	Pincher Creek	Waterton Lakes
- Alberta has 14 Regional Economic Development Alliances (REDAs) funded by membership fees and grants which provide communities and businesses with information and support toward achieving long-term economic viability and prosperity. Some of the initiatives supported by Alberta SouthWest Regional Alliance include:
 - **Alberta Southwest Regional Business License** – for an additional fee, the regional sticker permits eligibility to do business in the other member communities
 - **Regional Visitor Magazine** – official Alberta Southwest travel guide
 - **Reel Adventures Alberta Movie Maps** – three driving tours highlight points of interest associated with film locations in southern Alberta
 - **Southern Alberta Alternative Energy Partnership** – completed projects with a total value of over \$450,000, funded by contributions from federal and provincial governments, educational institutions and industry partners
- For more information visit www.albertasouthwest.com.

5. REPORTS

(a) Executive Committee Report

Moved by: Alf Olsen

THAT the Executive Committee Report for the meeting of July 10, 2010 be accepted as information. **CARRIED**

6. BUSINESS

(a) Regional Assessment Services

- ORRSC was not able to set up a Regional Assessment Review Board for the 2010 tax season, but it is our goal to have a formal, one level, standardized appeal / complaint system in place by January 1, 2011.
- Our investigation of the service has revealed the following generalities:
 - All municipalities will be required to give the same information to appellants who request information about their assessment.
 - Assessment Notices must be sent out by May 1 each year, and ratepayers will have 60 days, rather than 30 days, to file an appeal.
 - There will be two types of ARBs: the Local Assessment Review Board (LARB) and the Composite Assessment Review Board (CARB).
 - Provincial training is required for all board members on the LARB and CARB.
 - All decisions must be written with reasons in support of and opposed to.
- A draft bylaw is currently being prepared which will establish the Board, fees and procedures.

(b) GIS Update

- ORRSC has chosen MapGuide Enterprise as the new GIS software and we hope to have some municipalities migrated over to the new platform by the end of the year.
- GIS staff will attend a meeting in Red Deer on September 15 to discuss standardizing addressing formats in Alberta and report back to the GIS Advisory Committee.
- ORRSC is a co-organizer for GIS day which will be hosted by the University of Lethbridge on November 17.
- ORRSC has been in contact with Iunctus Geomatics and Lethbridge College regarding a series of possible ventures, the reorganization of the Lethbridge Chapter of the AGG (Alberta Geomatics Group) as well as the possibility for public hosting of orthophotography by Iunctus Geomatics.

(c) Training and Orientations for Councils and CAOs

- Following the municipal elections, ORRSC will be holding 8 Orientation Workshops for the following rural municipalities and the urban municipalities within them:

Cardston	Taber
Lethbridge	Vulcan (December 14, 2010)
Newell	Warner
Pincher Creek / Ranchland / Crowsnest Pass	Willow Creek

- Orientation dates will be determined through CAOs, aiming for December and January. The 2-hour sessions will focus on:
 - Introduction to ORRSC
 - Overview of Planning, Subdivision, Development, Appeals & the MGA
 - Role of Council, CAO, MPC and Planner

Moved by: Dick Fenton

THAT items 6(a), 6(b) and 6(c) be accepted as information.

CARRIED

7. ACCOUNTS

**(a) Summary of Balance Sheet and Income Statement for the 2-month period:
January 1 to February 28, 2010**

Moved by: Hans Rutz

THAT the Board of Directors accepts the Summary of Balance Sheet and Statement of Income for the 2-month period: January 1 to February 28, 2010, as information.

CARRIED

8. ADJOURNMENT

Moved by: Doug Thornton

THAT we adjourn the General Board of Directors' Meeting of the Oldman River Regional Services Commission at 8:30 p.m. until Thursday, December 2, 2010.

CARRIED

/bj

CHAIR: _____

OLDMAN RIVER REGIONAL SERVICES COMMISSION
MEMBERS and ALTERNATE MEMBERS for 2010/2011

Municipality	Member (*21 new)	Alternate Member (*16 new)
Village of Arrowwood	Bill Graff	None
Village of Barnwell.....	* Jane Jensen	None
Village of Barons	Alf Olsen	None
Cardston County	* Roger Houghton	* Mike Loose
Town of Cardston.....	Tim Court	* David Dahl
Village of Carmangay.....	* Doug Smith	* Lorae Tompkins
Village of Champion.....	* Dick Ellis	* James Sparkes
Town of Claresholm	Doug MacPherson	* Judy Van Amerongen
Town of Coaldale	* Henry Pauls	None
Town of Coalhurst.....	* Marvin Slingerland	* Dennis Cassie
Village of Coutts	Tom Butler	None
Village of Cowley.....	* Wyatt Martin	* Garry Hackler
Municipality of Crowsnest Pass	* Larry Mitchell * Jerry Lonsbury	None
Town of Fort Macleod	Gordon Wolstenholme	* Sharon Monical
Town of Granum	Walter Gripping	Gerald Brown
Village of Hill Spring	* Monte Christensen	None
County of Lethbridge.....	* Henry Doeve	None
Village of Lomond	Brad Koch	None
Town of Magrath	Dennis Quinton	* Brenda Beck
Town of Milk River	Terry Michaelis	None
Village of Milo.....	* Laurie Duffield	* Katie Walker
Town of Nanton.....	Dick Fenton	* Dave Mitchell
County of Newell No. 4	Anne Marie Philipsen	None
Village of Nobleford.....	* Pete Pelley	* Tony Aleman
Town of Picture Butte.....	Hank Hurkens	* Sandy Roenen
M.D. of Pincher Creek No. 9	* Terry Yagos	* Bjorn Berg
Town of Pincher Creek	* Don Anderberg	None
M.D. of Ranchland No. 66.....	Ronald Davis	Harry Streeter
Town of Raymond.....	* Greg Robinson	None
Town of Stavely.....	Barry Johnson	Russell Holmes
Village of Stirling	Mike Selk	None
Municipal District of Taber	* Ben Elfring	* Donald Johnson
Town of Vauxhall	* Tony Dunphy	None
Vulcan County.....	Rod Ruark	Gord Nelson
Town of Vulcan	* Paul Taylor	None
County of Warner No. 5	* Phil Jensen	* Geoffrey Krokosh
Village of Warner	* Dannie Lien	None
M.D. of Willow Creek No. 26.....	Henry Van Hierden	Ian Sundquist

APPOINTMENT OF OFFICERS AND EXECUTIVE COMMITTEE FOR 2010/2011

The following is a list of members who wish to let their names stand for election for the positions of Chair, Vice-Chair and/or members of the Executive Committee. **Nominations can also be made from the floor at the Annual Organizational Meeting on December 2, 2010.**

(Names have been listed according to Part C, section 5.3 of the ORRSC Bylaw.)

CHAIR:

TERRY MICHAELIS – Town of Milk River

- ◆ Mayor: 1984 - 1992 and 2001 - present
- ◆ Councillor: 1969 - 1974 and 1980 - 1984
- ◆ ORRSC Member: 1984 - 1992 and 2001 - present
- ◆ ORRSC Executive Committee: 2004 - present
- ◆ ORRSC Vice-Chair: 2007 - present
- ◆ Cemetery Board
- ◆ School Trustee - Horizon School Division
- ◆ Vocation: Retired Teacher

DICK FENTON – Town of Nanton

- ◆ Councillor: 2004 - present
- ◆ ORRSC Member: 2006 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ Town representative to Nanton Quality of Life Foundation/Family and Community Support Services
- ◆ Chair of General Governance Committee; Member of the Assessment Review Board, Member of Subdivision and Development Appeal Board, Member of the Royal Canadian Legion, Nanton Branch, Member of the RCMP Veterans Association, Member of the Federal Superannuates National Association
- ◆ I believe in openness and transparency and not in censorship or the stifling of ideas. I believe in innovative and proactive thinking and that everyone in the organization should be encouraged to do the same. I believe in good governance. I believe Risk Management should be used and that Risk Assessments should be conducted on a regular basis. I believe in using "Duty of Care" and will encourage other board members and staff to do the same. I believe that our bylaws and policies should be updated on a regular basis in order to reflect the situation in the market place and the organization at any given time. We should be compiling a business plan annually so as to indicate what we plan to accomplish and how we plan to do it. Then check to see if we have achieved our goals. I promise that I will work for the best interests of ORRSC and the member communities. I believe in getting the best dollar value for our member communities. Please support and vote for Dick Fenton.
- ◆ Vocation: Retired from the RCMP in 2001. I then worked in the transportation industry for one year. At present I am retired.

VICE-CHAIR:

TERRY MICHAELIS – Town of Milk River

- ◆ Mayor: 1984 - 1992 and 2001 - present
- ◆ Councillor: 1969 - 1974 and 1980 - 1984
- ◆ ORRSC Member: 1984 - 1992 and 2001 - present
- ◆ ORRSC Executive Committee: 2004 - present
- ◆ ORRSC Vice-Chair: 2007 - present
- ◆ Cemetery Board
- ◆ School Trustee - Horizon School Division
- ◆ Vocation: Retired Teacher

GORDON WOLSTENHOLME – Town of Fort Macleod

- ◆ Councillor: 2004 - present
- ◆ ORRSC Member: 2004 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ Town of Fort Macleod Municipal Planning Commission and Land Sales Committee
- ◆ M.D. of Willow Creek Subdivision and Development Appeal Board
- ◆ Vocation: Retired Teacher

WALTER GRIPPING – Town of Granum

- ◆ Councillor: 2008 - present
- ◆ ORRSC Member: 2008 - present
- ◆ Involved in founding of the Reform Party of Canada
- ◆ Publicity and Policy Chair for candidates in a federal election
- ◆ Member of nominating committee for Ted Menzies
- ◆ Organize work trips to third-world countries through church
- ◆ Taught archery to various youth and church groups
- ◆ Vocation: Semi-retired house builder (now gunsmithing)

EXECUTIVE COMMITTEE: (elect 5)

DICK FENTON – Town of Nanton

- ◆ Councillor: 2004 - present
- ◆ ORRSC Member: 2006 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ Town representative to Nanton Quality of Life Foundation/Family and Community Support Services
- ◆ Chair of General Governance Committee; Member of the Assessment Review Board, Member of Subdivision and Development Appeal Board, Member of the Royal Canadian Legion, Nanton Branch, Member of the RCMP Veterans Association, Member of the Federal Superannuates National Association
- ◆ I believe in openness and transparency and not in censorship or the stifling of ideas. I believe in innovative and proactive thinking and that everyone in the organization should be encouraged to do the same. I believe in good governance. I believe Risk Management should be used and that Risk Assessments should be conducted on a regular basis. I believe in using "Duty of Care" and will encourage other board members and staff to do the same. I believe that our bylaws and policies should be updated on a regular basis in order to reflect the situation in the market place and the organization at any given time. We should be compiling a business plan annually so as to indicate what

we plan to accomplish and how we plan to do it. Then check to see if we have achieved our goals. I promise that I will work for the best interests of ORRSC and the member communities. I believe in getting the best dollar value for our member communities. Please support and vote for Dick Fenton.

- ◆ Vocation: Retired from the RCMP in 2001. I then worked in the transportation industry for one year. At present I am retired.

DOUG MACPHERSON – Town of Claresholm

- ◆ Councillor: 2004 - present
- ◆ ORRSC Member: 2004 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ Utility Planning Committee
- ◆ Assessment & Review Board
- ◆ I work within the industry and understand the importance of ORRSC
- ◆ Vocation: Custom Home Builder

WALTER GRIPPING – Town of Granum

- ◆ Councillor: 2008 - present
- ◆ ORRSC Member: 2008 - present
- ◆ Involved in founding of the Reform Party of Canada
- ◆ Publicity and Policy Chair for candidates in a federal election
- ◆ Member of nominating committee for Ted Menzies
- ◆ Organize work trips to third-world countries through church
- ◆ Taught archery to various youth and church groups
- ◆ Vocation: Semi-retired house builder (now gunsmithing)

GORDON WOLSTENHOLME – Town of Fort Macleod

- ◆ Councillor: 2004 - present
- ◆ ORRSC Member: 2004 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ Town of Fort Macleod Municipal Planning Commission and Land Sales Committee
- ◆ M.D. of Willow Creek Subdivision and Development Appeal Board
- ◆ Vocation: Retired Teacher

HENRY VAN HIERDEN – M.D. of Willow Creek

- ◆ Councillor: 2001 - present
- ◆ Reeve: 2008 - present
- ◆ ORRSC Member: 2007 - present
- ◆ ORRSC Executive Committee: 2007 - present
- ◆ M.D. of Willow Creek Subdivision and Development Appeal Board: 1997 - 2001
- ◆ Municipal Planning Commission: 2001 - 2010
- ◆ Family: married to Shannon and have 4 children
- ◆ Vocation: Farmer/Rancher

TERRY MICHAELIS – Town of Milk River

- ◆ Mayor: 1984 - 1992 and 2001 - present
- ◆ Councillor: 1969 - 1974 and 1980 - 1984
- ◆ ORRSC Member: 1984 - 1992 and 2001 - present
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- ◆ Cemetery Board
- ◆ School Trustee - Horizon School Division
- ◆ Vocation: Retired Teacher

ORRSC - 2011 BUDGET

COMPARATIVE INCOME STATEMENT	Acct No.	Actual Oct 31/2010	Budget 2010	Percent	Draft Budget 2011	Notes
REVENUE						
<u>Membership Fees, Fee-for-Service</u>						
Membership Fees	4010	\$443,127.25	\$442,374.00	-0.17	\$465,283.61	5%
GIS Member Fees	4030	\$269,966.73	\$253,000.00	-6.71	\$279,800.00	5% + \$0.05 EMS Data Set
Fee for Service(member)	4040	\$176,207.63	\$125,000.00	-40.97	\$200,000.00	
GIS Fee for Service (member)	4045	\$0.00	\$10,000.00	100.00	\$0.00	
Fee for Service(non-member)	4060	\$0.00	\$10,000.00	100.00	\$0.00	
GIS Fee for Service (non-member)	4065	\$97,408.28	\$105,000.00	7.23	\$107,694.00	Olds, Innisfail, Penhold, RMH
Allocation - Op Reserve Acct	4080	\$0.00	\$194,596.00	100.00	\$196,822.39	
Ttl Membership Fees, Fee-for-Service		\$986,709.89	\$1,139,970.00	13.44	\$1,249,600.00	
<u>Approval Fees, Plans & Interest</u>						
Approval Fees	4140	\$333,244.89	\$400,000.00	16.69	\$400,000.00	
Sales of Plans & Publications	4160	\$20,239.49	\$10,000.00	-102.39	\$20,000.00	
GIS Sale of Maps	4165	\$670.00	\$6,000.00	88.83	\$1,000.00	
Interest Earned	4180	\$9,924.48	\$24,000.00	58.65	\$10,000.00	
Proceeds from Sale of Capital Asset	4190	\$0.00	\$0.00			
Rental Income	4150	\$270.00	\$1,000.00	73.00	\$1,000.00	
Other Income	4200	\$85.00	\$0.00			
Grant Revenue	4210	\$62,000.00	\$60,000.00	-3.33	\$19,000.00	
Total Approval Fees, Plans & Interest		\$426,433.86	\$501,000.00	14.88	\$451,000.00	
TOTAL REVENUE		\$1,413,143.75	\$1,640,970.00	13.88	\$1,700,600.00	
EXPENSE						
<u>Staff Salaries</u>						
Permanent Employees	5020	\$990,572.71	\$1,097,400.00	9.73	\$1,200,000.00	
Temporary Employees	5030		\$33,000.00	100.00		
Planning Intern	5041	\$36,800.79	\$60,000.00	38.67	\$60,000.00	1 Intern
Total Staff Salaries		\$1,027,373.50	\$1,190,400.00	13.70	\$1,260,000.00	
<u>Staff Benefits</u>						
Employment Insurance	5070	\$18,034.61	\$18,500.00	2.52	\$20,000.00	
Group Life Insurance	5080	\$7,862.79	\$6,370.00	-23.43	\$8,000.00	
LAPP	5090	\$88,578.41	\$101,100.00	12.39	\$105,000.00	
CPP	5100	\$36,237.37	\$38,000.00	4.64	\$40,000.00	
AMS-Health & Dental	5120	\$21,633.87	\$16,300.00	-32.72	\$22,000.00	
Total Staff Benefits		\$172,347.05	\$180,270.00	4.40	\$195,000.00	
<u>Staff Travel & Meetings</u>						
Staff Mileage	5150	\$1,557.01	\$4,000.00	61.07	\$3,000.00	
Vehicle Gas & Maintenance	5151	\$7,014.15	\$9,000.00	22.07	\$8,000.00	
Staff Field Expense	5160	\$4,408.00	\$9,500.00	53.60	\$7,000.00	
Staff Conf & Out of Area	5170	\$7,289.57	\$9,000.00	19.00	\$8,000.00	
Staff Development	5180		\$4,000.00	100.00	\$4,000.00	
Planning Intern Expenses	5185	\$10,031.65	\$11,000.00	8.80	\$8,000.00	
Total Staff Benefits		\$30,300.38	\$46,500.00	34.84	\$38,000.00	
<u>Members Travel & Meetings</u>						
Members Meeting Fees	5210	\$9,311.00	\$18,000.00	48.27	\$15,000.00	
Members Mileage	5220	\$7,082.00	\$9,000.00	21.31	\$9,000.00	
Members Conf & Out of Area	5230	\$6,303.40	\$5,500.00	-14.61	\$4,000.00	
Ttl Members Travel & Meetings		\$22,696.40	\$32,500.00	30.16	\$28,000.00	
<u>Office</u>						
Renovations	5270	\$90,696.80	\$50,000.00	-81.39	\$25,000.00	
Utilities	5265	\$12,965.77	\$15,000.00	13.56	\$15,000.00	
Janitorial Services	5280	\$4,650.00	\$5,500.00	15.45	\$5,500.00	
Building Maintenance	5285	\$9,015.24	\$3,000.00	-200.51	\$5,000.00	
Total Office		\$117,327.81	\$73,500.00	-59.63	\$50,500.00	
<u>Telephone & Supplies</u>						
Telephone	5310	\$12,673.99	\$11,000.00	-15.22	\$12,000.00	
General Office Supplies	5320	\$2,305.34	\$2,500.00	7.79	\$2,500.00	
Dues & Subscriptions	5330	\$2,410.65	\$4,200.00	42.60	\$4,200.00	
Books & Publications	5340	\$237.00	\$700.00	66.14	\$700.00	
Postage & Petty Cash	5350	\$9,193.43	\$5,500.00	-67.15	\$7,000.00	
Total Telephone & Supplies		\$26,820.41	\$23,900.00	-12.22	\$26,400.00	
<u>Printing & Printing Supplies</u>						
Printing & Printing Supplies	5380	\$4,237.08	\$4,500.00	5.84	\$4,500.00	
Graphic & Drafting Supplies	5390	\$7,078.22	\$1,000.00	-607.82	\$8,000.00	
Total Printing & Drafting Supplies		\$11,315.30	\$5,500.00	-105.73	\$12,500.00	
<u>Other Operating Expenses</u>						
Accounting & Audit Fees	5420	\$21,495.00	\$17,000.00	-26.44	\$17,000.00	
Aerial Photos & Maps	5430	\$1,779.36	\$0.00		\$1,500.00	
Land Titles Office	5440	\$4,443.00	\$5,000.00	11.14	\$5,000.00	
Legal Fees	5450	\$0.00	\$1,500.00	100.00	\$1,500.00	
Public Relations	5460	\$4,089.06	\$8,500.00	51.89	\$7,500.00	
Computer Software	5470	\$16,244.70	\$5,000.00	-224.89	\$5,000.00	
Recruitment & Relocation	5480	\$0.00	\$2,500.00	100.00	\$0.00	
Consultants	5490	\$20,885.00	\$0.00		\$1,500.00	
Subdivision Notification	5500	\$8,735.17	\$7,000.00	-24.79	\$9,000.00	
Insurance	5510	\$9,392.00	\$8,000.00	-17.40	\$10,000.00	
Meetings	5520	\$37.55	\$1,500.00	97.50	\$1,500.00	
Coffee & Supplies	5530	\$452.87	\$700.00	35.30	\$500.00	
Other	5540	\$331.84	\$200.00	-65.92	\$200.00	
Total Other Operating Expenses		\$87,885.55	\$56,900.00	-54.46	\$60,200.00	
<u>Fixed Assets</u>						
Equipment Repairs & Maintenance	5570	\$6,140.21	\$11,500.00	46.61	\$10,000.00	
Equipment & Furniture Rental	5580	\$13,282.99	\$5,000.00	-165.66	\$10,000.00	
Equipment & Furniture Purchases	5590	\$20,039.98	\$15,000.00	-33.60	\$10,000.00	
Bad Debts Expense	5617	\$14,031.50	\$0.00		\$0.00	
Total Fixed Assets		\$53,494.68	\$31,500.00	-69.82	\$30,000.00	
TOTAL EXPENSE		\$1,549,561.08	\$1,640,970.00	5.57	\$1,700,600.00	
NET INCOME		-\$136,417.33	\$0.00	0.00	\$0.00	

Proposed GIS Fees

Municipality	2010 Municipal Affairs Population	Factor		Rate Per Capita	FEE
Taber	7821	110.00%	8,603	4.00	34,412.40
High River	11346	110.00%	12,481	4.00	49,922.40
Rosemary	388	110.00%	427	4.00	1,707.20
Coaldale	6943	100.00%	6,943	4.00	27,772.00
Pincher Creek	3712	100.00%	3,712	4.00	14,848.00
Claresholm	3700	100.00%	3,700	4.00	14,800.00
Cardston	3578	100.00%	3,578	4.00	14,312.00
Raymond	3674	100.00%	3,674	4.00	14,696.00
Fort Macleod	3072	100.00%	3,072	4.00	12,288.00
Magrath	2254	100.00%	2,254	4.00	9,016.00
Nanton	2124	100.00%	2,124	4.00	8,496.00
Vulcan	1940	100.00%	1,940	4.00	7,760.00
Picture Butte	1592	100.00%	1,592	4.00	6,368.00
Coalhurst	1811	100.00%	1,811	4.00	7,244.00
Milk River	846	100.00%	846	4.00	3,384.00
Stirling	1106	100.00%	1,106	4.00	4,424.00
Nobleford	877	100.00%	877	4.00	3,508.00
Barnwell	613	100.00%	613	4.00	2,452.00
Stavely	497	100.00%	497	4.00	1,988.00
Granum	445	100.00%	445	4.00	1,780.00
Warner	383	100.00%	383	4.00	1,532.00
Coutts	305	100.00%	305	4.00	1,220.00
Cowley	219	100.00%	219	4.00	876.00
Arrowwood	224	100.00%	224	4.00	896.00
Lomond	175	100.00%	175	4.00	700.00
Milo	122	100.00%	122	4.00	488.00
Barons	297	100.00%	297	4.00	1,188.00
Carmangay	261	100.00%	261	4.00	1,044.00
Champion	384	100.00%	384	4.00	1,536.00
Hillspring	192	100.00%	192	4.00	768.00
Vauxhall	1069	100.00%	1,069	4.00	4,276.00
Crowsnest Pass	5749	100.00%	5,749	4.00	22,996.00
Glenwood	280	100.00%	280	4.00	1,120.00
	<u>67,999</u>		<u>69,955</u>		<u>279,818.00</u>

Olds	7,248	110.00%	7,973	4.00	31,891.20
Innisfail	7,883	110.00%	8,671	4.00	34,685.20
Rocky Mtn House	7,231	110.00%	7,954	4.00	31,816.40
Penhold	2,114	110.00%	2,325	4.00	9,301.60
	<u>24,476</u>		<u>26,924</u>		<u>107,694.40</u>

ORRSC - Proposed Subdivision Fees 2011

	Application	Per Lot	Multi Lot	Per Lot	Title Search	AutoCad Fee	Endorsement per Lot	Extension
ORRSC	\$ 300.00	\$ 300.00					\$ 150.00	\$ 300.00
Leduc County	\$ 440.00	\$ 220.00			\$ 10.00	\$ 200.00	\$ 165.00	\$ 100.00
M.D.Bonnyville	\$ 150.00	\$ 100.00	\$ 300.00	\$ 100.00	\$ 12.00		\$ 150.00	\$ 50.00
Sturgeon County	\$ 1,175.00	\$ 200.00	\$ 200.00	\$ 600.00	\$ 20.00		\$228/application	
County of Barrhead	\$ 200.00	\$ 250.00			\$ 10.00		\$ 150.00	\$50 Endorse / applic.
Spruce Grove	\$ 250.00	\$ 200.00					\$ 175.00	\$ 50.00
Grand Prairie	\$ 500.00	\$ 100.00					\$ 150.00	\$ 500.00
Brooks	\$ 500.00	\$ 100.00					\$ 250.00	\$ 200.00
Mackenzie	\$ 525.00	\$ 100.00	\$ 675.00	\$ 100.00	\$ 20.00		\$ 100.00	
Palliser	\$ 450.00	\$ 150.00					\$ 200.00	
Parkland	\$ 1,000.00		\$ 1,200.00	\$ 200.00				
Parkland County	\$ 300.00	\$ 250.00					\$ 250.00	250
Athabasca	\$ 200.00	\$ 150.00					\$ 150.00	rezoning fees
Camrose	\$ 200.00	\$ 100.00					\$ 100.00	
Yellowhead County	\$ 425.00	\$ 50.00						
Municipal Planning Services (edm)	\$ 200.00	\$ 100.00	\$ 350.00	\$ 100.00				
ORRSC Proposal	\$ 500.00	\$ 300.00					\$ 150.00	\$ 300.00

Municipal Planning Orientation Workshop

ORRSC Municipal Planning Orientation Workshops

Location	Date	Time	Place
Town of Vulcan	December 14, 2010	7:00-9:00 pm	Vulcan Lodge Hall 231 Centre Street Vulcan
City of Brooks	January 11, 2011	7:00-9:00 pm	Lecture Theatre, Medicine Hat College, Brooks Campus 200 Horticultural Station Rd East Brooks
Village of Cowley	January 13, 2011	7:00-9:00 pm	Cowley Community Hall 122 Cameron Street Cowley
Village of Stirling	January 17, 2011	7:00-9:00 pm	Stirling Lions Community Centre 417 - 2nd Street Stirling
Town of Cardston	January 20, 2011	7:00-9:00 pm	Town Office 2nd Floor, 67 - 3rd Avenue West Cardston
Town of Taber	January 24, 2011	7:00-9:00 pm	Taber Legion Hall 5205 - 48th Avenue Taber
City of Lethbridge	January 26, 2011	7:00-9:00 pm	ORRSC Conference Room 3105 - 16th Avenue North Lethbridge
M.D. of Willow Creek	January 27, 2011	7:00-9:00 pm	M.D. of Willow Creek Council Chambers 5 kms west of Claresholm on Hwy 520 West

Please feel free to contact us:

3105 - 16th Avenue North, Lethbridge, Alberta T1H 5E8

PHONE: (403) 329-1344 | FAX: (403) 327-6847



OLDMAN RIVER REGIONAL SERVICES COMMISSION

8. ACCOUNTS

(a) Annual Organizational Board of Directors' Meeting – December 2, 2010

THAT the following members' accounts for the Annual Organizational Board of Directors' Meeting of the Oldman River Regional Services Commission, held on Thursday, December 2, 2010, be approved and authorized paid, subject to attendance:

Member	Municipality	Return Mileage	Total Mileage + Meeting Fee
Bill Graff	Village of Arrowwood	288 km	\$243.00
Jane Jensen	Village of Barnwell	90 km	144.00
Alf Olsen	Village of Barons	100 km	149.00
Roger Houghton	Cardston County	192 km	195.00
Tim Court	Town of Cardston	150 km	174.00
Doug Smith	Village of Carmangay	135 km	166.50
Dick Ellis	Village of Champion	170 km	184.00
Doug MacPherson	Town of Claresholm	186 km	192.00
Henry Pauls	Town of Coaldale	35 km	116.50
Marvin Slingerland	Town of Coalhurst	23 km	110.50
Tom Butler	Village of Coutts	220 km	209.00
Wyatt Martin	Village of Cowley	220 km	209.00
Larry Mitchell	Mun. of Crowsnest Pass	296 km	247.00
Jerry Lonsbury	Mun. of Crowsnest Pass	296 km	247.00
Gordon Wolstenholme	Town of Fort Macleod	104 km	151.00
Walter Gripping	Town of Granum	154 km	176.00
Monte Christensen	Village of Hill Spring	180 km	189.00
Henry Doeve	County of Lethbridge	14 km	106.00
Brad Koch	Village of Lomond	178 km	188.00
Dennis Quinton	Town of Magrath	80 km	139.00
Terry Michaelis	Town of Milk River	175 km	186.50
Laurie Duffield	Village of Milo	252 km	225.00
Dick Fenton	Town of Nanton	266 km	228.00
Anne Marie Philipsen	County of Newell No. 4	376 km	287.00
Pete Pelley	Village of Nobleford	80 km	139.00
Hank Hurkens	Town of Picture Butte	60 km	129.00
Terry Yagos	M.D. of Pincher Creek No. 9	274 km	236.00
Don Anderberg	Town of Pincher Creek	220 km	209.00
Ronald Davis	M.D. of Ranchland No. 66	280 km	239.00
Greg Robinson	Town of Raymond	70 km	134.00
Barry Johnson	Town of Stavely	200 km	199.00
Mike Selk	Village of Stirling	70 km	134.00
Ben Elfring	Municipal District of Taber	150 km	174.00
Tony Dunphy	Town of Vauxhall	200 km	199.00
Rod Ruark	Vulcan County	260 km	229.00
Paul Taylor	Town of Vulcan	200 km	199.00
Phil Jensen	County of Warner No. 5	70 km	134.00
Dannie Lien	Village of Warner	138 km	168.00
Henry Van Hierden	M.D. of Willow Creek No. 26	160 km	179.00

NOTE: The current mileage rate is 50¢ per km and the meeting fee is \$99.00 for ½ day or \$166.00 for a full day. Effective January 1, 2011, the mileage rate will be 50¢ per km and the meeting fee \$101.00 for ½ day or \$170.00 for a full day.

If these mileage figures are not accurate, please notify the ORRSC Secretary.

OLDMAN RIVER REGIONAL SERVICES COMMISSION				
Balance Sheet (9 months) Unaudited				
as of September 30, 2010				
Assets				
Total Operating Fund		\$	692,298.37	
Total Capital Fund		\$	733,007.19	
Total Assets				\$ 1,425,305.56
Liabilities & Equity				
Total Operating Fund		\$	103,967.76	
Total Capital Fund		\$	1,279,384.95	
Excess Rev/Exp		\$	41,952.85	
Total Liabilities & Equity				\$ 1,425,305.56
OLDMAN RIVER REGIONAL SERVICES COMMISSION				
Income Statement (9 months) Unaudited				
as of September 30, 2010				
		<u>ACTUAL</u>	<u>BUDGET</u>	<u>Variance</u>
TOTAL REVENUE		\$ 1,321,624.71	\$ 1,640,970.00	\$ 19.46
Expenditures				
Total Staff Salaries		\$ 917,730.19	\$ 1,190,400.00	22.91%
Total Staff Benefits		\$ 156,968.53	\$ 180,270.00	12.93%
Total Staff Travel & Mtgs		\$ 26,270.44	\$ 46,500.00	43.50%
Total Members Travel & Mtgs		\$ 22,646.40	\$ 32,500.00	30.32%
Total Office & Renovations		\$ 115,195.84	\$ 73,500.00	-56.73%
Total Telephone & Supplies		\$ 25,118.10	\$ 23,900.00	-5.10%
Total Printing & Duplication		\$ 10,718.62	\$ 5,500.00	-94.88%
Total Other Operating Exps		\$ 87,751.74	\$ 56,900.00	-54.22%
Total Fixed Assets		\$ 51,524.18	\$ 31,500.00	-63.57%
TOTAL EXPENDITURES		\$ 1,413,924.04	\$ 1,640,970.00	13.84%
TOTAL BUDGET EXCESS REV/EXP		\$ (92,299.33)	\$ -	