Alberta Development Officers Association
2025 Annual General Meeting

Date: Thursday, September 25, 2025

Time: 12:00 p.m.

Place: DoubleTree by Hilton, Edmonton, AB

Present:	Jordan Ruegg	President
	Shanna Lee Simpson	Communications Committee
	Kristy Sidock	Treasurer, Conference Liaison and Education Committee
	Steve Chipchase	Membership Committee
	Jenny Bruns	Secretary

AGENDA	ITEM	ACTION / MOTION
1) Call to Order	12:02 PM	Jordan Ruegg called the 2025 ADOA Annual General Meeting to order.
2) Introduction of Board Members	Each Board Member introduced themselves. Jordan Ruegg thanked the hotel for hosting the conference.	
3) Establishment of Quorum	Jordan declared quorum.	
4) Adoption of Agenda	Agenda was presented Removal of the Brokerlink Presentation was received.	Adam Kozakiewicz from Two Hills moved to accept the Agenda as amended. CARRIED
5) Adoption of Minutes of 2024 Annual General Meeting	Minutes were presented. Spelling mistakes in names were identified for correction.	Kyle Miller from Sheffer Andrew moved to accept the 2024 Annual General Meeting Minutes as amended. CARRIED
6) Executive Officers Reports	(a) President Report: Jordan Ruegg presented the Presidents Report. (b) Treasurer Report: Kristy Sidock presented the Treasurers Report. (c) Secretary Report: Jenny Bruns presented the Secretary Report.	Adam Kozakiewicx from Two Hills moved the President Report. CARRIED Nathan Hill from the Town of Olds moved the Treasurer Report. CARRIED Kyle Miller from Scheffer Andrew moved to accept the Secretary Report. CARRIED

7) Standing Committee Reports	(a) Membership Report: Steven Chipchase presented the Membership Report. 32 new members joined ADOA, and new certificates were handed out. (b) Education Report and Grant Recipient Announcement: Kristy Sidock presented the Education and Grant Recipient report. There were Three (3) applications submitted for a total of $5565.00 however only one was eligible, for a total of $596.25 awarded. (c) Communications and Newsletter Report: Shanna Lee Simpson reported on Communications activities. (d) Conference Report: Kristy Sidock reported on the Conference.	Motion by Lisa VandenBerg from MD Bonnyville to accept the Membership Report. Diane Burtnick from Strathmore moved to accept the Education Report and Grant Recipient announcement. CARRIED Kathleen Deschoux from County of Westlock moved to accept the Communication and Newsletter Report CARRIED Todd Pawsey from the County of Paintearth Moved to accept the Conference Report. CARRIED
8) Nominating Committee Report	Shanna Lee Simpson provided the Nominating Committee Report. Up for re-election: Jordan Ruegg and Steven Chipchase New applications: Nathan Hill, Treena Lane and Koralyn Lemmon. Steve called three times for nominations. Ballots were distributed to all members for a vote.	Steve Chipchase moved to accept the Nominating Committee Report CARRIED
9) Introduction of New Board Members	Jordan Ruegg – Re-elected Steven Chipchase – Re-elected Nathan Hill – Newly elected Treena Lane - Newly elected	Board Members were elected by vote. Motion by Kyle Miller from Scheffer Andrew to destroy the ballots. CARRIED
10) Other Matters	The 2025 ADOA Conference will be held in Olds, Alberta in partnership with Mountain View County!	More information to be presented once confirmed.
11) Adjournment	12:52 PM	Michael Fitzsimmons from Rocky Mountain House moved to adjourn the 2025 ADOA Annual General Meeting CARRIED



October 29, 2026

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President Date



October 29, 2026

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Secretary Date