

PALLISER REGIONAL MUNICIPAL SERVICES COMPANY LTD.

FACT SHEET

BOARD OF DIRECTORS

Mr. Barrie Hoover, Chairman	Starland County
Mr. Brian Bunbury	County of Paintearth No. 18
Mr. Lawrence Letniak	Special Area #4
Mr. Larry Stickel	Town of Hanna
Ms. Sharel Shoff	Town of Drumheller
Mr. Dale Kent	Village of Halkirk
Mrs. Vanessa Van der Meer	Village of Linden

STAFF

Cynthia Cvik	Chief Executive Officer/Director of Planning
Kari Bott	Executive Assistant
Garry Wilson	Subdivision Planner
Justin Hill	GIS Coordinator
Scott McCullough	GIS Technician
Safety Codes:	Linda Taylor Superior Safety Codes Inc.

HISTORY:

Palliser Regional Municipal Services (PRMS) was formed in April of 1995 through a collection of enacting bylaws by member municipalities when the Province disbanded Regional Planning Commissions. Palliser was incorporated on July 10, 2007 as a non-profit corporation.

SHAREHOLDERS:

County of Paintearth	Village of Cereal
Municipal District of Acadia	Village of Consort
Special Areas # 2, 3 & 4	Village of Delia
Starland County	Village of Empress
Town of Castor	Village of Halkirk
Town of Coronation	Village of Hussar
Town of Drumheller	Village of Linden
Town of Hanna	Village of Morrin
Town of Oyen	Village of Munson
Town of Trochu	Village of Rockyford
Village of Acme	Village of Standard
Village of Beiseker	Village of Veteran
Village of Carbon	Village of Youngstown

The M.D. of Provost No. 52 and the Village of Gadsby are non-members receiving service on a fee-for-service basis.

SERVICES PROVIDED:

SUBDIVISION APPROVAL

- Processing of applications for subdivision approval and finalization in accordance with legislative requirements
- Advice to municipal residents making application for subdivision approval
- Review of subdivision designs proposed by the municipality
- Attendance at Appeal Hearings

STATUTORY PLANS AND BYLAWS

- Amendments to Land Use Bylaws as required
- Amendments to Municipal Development Plans, Area Structure Plans, Area Redevelopment Plans and Intermunicipal Development Plans as required
- Preparation and full-scale review of Municipal Development Plans
- Preparation and full-scale review of Land Use Bylaws
- Area Structure Plans
- Area Redevelopment Plans
- Intermunicipal Development Plans
- Assistance with Road Closures/ Municipal or Environmental Reserve Closures

PUBLIC HEARINGS

- Attendance and reports LUB/ Statutory Plan amendment public hearings
- Assistance with submissions to Annexation Hearings
- SDAB training and assistance

GIS/ MAPPING

- Full access to the Palliser Webmap – simplified online GIS access to M.D. spatial information for public and internal users
- Mapping for plans, reports, tourism brochures, etc.
- GIS development and advise
- Subdivision Design
- Municipal Base Map Maintenance
- Land Use Bylaw Map Maintenance, registered plans, index map preparation and specialized mapping functions
- Data Base (land use, demographic, etc.) maintenance and update

ADVICE AND ASSISTANCE

- Day-to-day advice on implementation of local land use bylaws and other planning matters for local officials/ administration
- Consultation/ Advice to ratepayers for applications and planning processes
- Consultation with Provincial departments
- Municipal Government Act and Provincial regulation interpretation
- Attendance by professional planning staff at Municipal Planning Commission, Development Appeal Board and/or Council meetings to provide advice on planning matters

- Access to a professional staff trained in land use planning and such related fields as Computerized Mapping, Design, and Geographic Information Systems
- Mentoring/assistance to Development Officers and Clerical staff

COMMUNICATIONS

- Participation in the intermunicipal forum established through General Meetings of the organization membership
- Information on the initiatives of other agencies affecting municipal interests
- Training initiatives

ADMINISTRATION OF SAFETY CODES

- PRMS is accredited in building, electrical, gas, and plumbing disciplines under an agency QMP. Inspections contracted to Superior Safety Codes.

ADDITIONAL PROJECTS

- Consideration for regional partnership opportunities
- Access to regional grant programs
- Representation with Provincial planning initiatives (Land Use Framework, Regional Plans, Watershed Planning, etc.)

FUNDING:

Operate under a user pay principle. Sources of revenue include; shareholder requisitions, administration of safety codes, planning and consulting fees.

STAFF:

CEO/Director of Planning, Executive Assistant, GIS Coordinator, Subdivision Planner, and 1 safety codes contract personnel.

STRUCTURE:

General membership meetings twice per year

Board of Directors

- Provides overall financial direction and operational guidance
- Elected Executive
 - 2 nominees of urban authorities paying the highest requisition.*
 - 2 nominees of rural authorities paying the highest requisition*
 - 3 other nominees*
 - such additional as voted upon*

Other Committees

- Meet as required
- CAO participation

OTHER:

- ♦ PRMS owns a modern 6,000sq.ft. building on 1.4 acres in Hanna
- ♦ Annual audited statements
- ♦ Website is www.palliserservices.ca 1-877-854-3371