

PALLISER REGIONAL MUNICIPAL SERVICES FULL MEMBERSHIP MEETING

Held in the Boardroom of Palliser Regional Municipal Services Ltd.
at 4:00 p.m. on Wednesday November 30, 2011.

PRESENT

Mr. Annon Hovde, Chairman
Dr. John Kaster
Ms. Sharel Shoff
Mr. Barrie Hoover
Mr. Dale Kent
Mr. Brian Bunbury
Mr. Lawrence Letniak
Mr. Gary Peers
Mr. Gerald Rehman
Mr. Lloyd Hodge
Ms. Janice Allison
Mr. Dennis Filipenko
Mr. Robert Sargent
Ms. Pam Seeley
Mr. Paul Salvatore
Ms. Shirley Buyer
Mr. Dennis Kuiken
Mr. Robert Blagen
Mr. Vince Grudeki
Ms. Lois Bedwell
Mrs. Tarolyn Peach
Mrs. Caroline Siverson
Mr. Rod Briggs
Mr. Jay Slemp

REPRESENTING

Village of Linden
Town of Hanna
Town of Drumheller
Starland County
Village of Halkirk
County of Paintearth No. 18
Special Area No. 4
M.D. of Acadia No. 34
Village of Consort
Village of Morrin
Village of Veteran
Town of Castor
Starland County
Village of Rockyford
Town of Drumheller
Village of Carbon
Village of Acme
Village of Youngstown
M.D. of Acadia No. 34
Town of Oyen
County of Paintearth No. 18
Village of Delia
Village of Empress
Special Areas Board

ABSENT

Mr. Rocky Dahmer
Mr. Chris Reeds
Mr. Norman Storch
Mr. Bruce Rowe
Mr. Don Cuthill
Mr. Mark Stannard
Ms. Tami Olds
Mr. Kevin Wilson
Ms. Tracey Anderson
Mr. Steve Hayes
Mr. Gordon Isaac

REPRESENTING

County of Paintearth No. 18
Town of Trochu
Special Area No. 2
Village of Beiseker
Village of Standard
Town of Coronation
Village of Cereal
Special Area No. 3
Village of Hussar
Village of Munson
Village of Delia

STAFF

Mr. Brad Wiebe, Chief Executive Officer/Director of Planning
Mrs. Kari Bott, Executive Assistant
Mr. Garry Wilson, Planner I
Mrs. Michele Buchwitz, Planning Assistant
Mr. Justin Hill, GIS Coordinator
Mr. Dave Suen, Planning Intern
Ms. Cindy Woods, Safety Codes Officer
Ms. Linda Taylor, Safety Codes Officer

Mr. Annon Hovde, the Agency's Chairperson, called the meeting to order at 4:10 p.m.

1. Introductions

Mr. Annon Hovde welcomed all members and thanked them for attending. Round table introductions were made.

2. Approval of Agenda

MOTION BY: Mr. Barrie Hoover

"That the November 30th, 2011 agenda be accepted as presented."

CARRIED

3. Approval of June 22, 2011, Full Membership Meeting Minutes

MOTION BY: Ms. Sharel Shoff

"That the minutes of the June 22, 2011 Full Membership Meeting be approved."

CARRIED

4. Business Arising from the Minutes

An enquiry was made by a PRMS representative concerning the status of the CN rail line grant project and whether information would be provided during the meeting. Barrie Hoover advised that he has spoken with John Brayley of CN and they (CN) will no longer be accepting tax certificates in lieu of financial consideration. Jay Slemp advised that 15 miles of the Eastern portion of track has been removed and according to information he received, CN intends to retain ownership of the rights of way.

5. Chairman's Report – Mr. Annon Hovde

Mr. Annon Hovde reported on the successes of 2011. Regardless of the economic downturn of 2011, Palliser experienced a productive year and while the subdivision activity is down in comparison to previous years, the number of parcels created has increased by 27%; generally an indication of increased urban development. The Strategic Business Plan goals for 2011 have been met, and the Regional Bylaw Enforcement Exploration study has been completed with the development and implementation stages being reviewed once the level of interest has been determined. The custom mapping ability of the PRISM program is continuing to be developed and PRMS is undertaking the creation of data for our member municipalities through the AMDSP. Palliser's new web site was launched in 2011, providing links to the member municipalities' websites and access to information, application forms and maps. Mr. Hovde concluded by thanking his fellow board members and the staff of PRMS for their continued support in 2011.

6. Activity Review

- i) **Safety Codes/Building Activity** – Ms. Cindy Woods provided a report on safety code permitting activity in the region. While there has been a decrease in the number of permits issued, the 2011 building permits have an increased construction value of \$23,698,493.

MOTION BY: Mr. Lawrence Letniak

"That the safety codes/building activity report be approved as presented."

CARRIED

- ii) **Planning Activity** - Mr. Brad Wiebe informed the members in attendance of the 2011 planning activity as outlined in the report.

MOTION BY: Mr. Gerald Rehman
 "That the 2011 planning activity report be approved as presented."
CARRIED

- iii) **Subdivision Activity** – Mr. Garry Wilson presented the 2011 Subdivision Activity report and indicated that while this year's activity has slowed down there was increased activity in the urban areas with more lots created per application. Further detail was outlined in the attached report.

MOTION BY: Ms. Shirley Buyer
 "That the 2011 subdivision activity report be approved as presented."
CARRIED

- iv) **PRISM/GIS** – Mr. Justin Hill provided an update on PRISM; Palliser's online mapping application, as well as the Alberta Municipal Data Sharing Partnership (AMDSP) program as PRMS creates and updates rural addressing data for all member municipalities. In addition to these two main efforts, PRMS launched the new website in 2011. Mr. Hill invited the municipal members to contact the office if they wish to add items to their webpage on the new website.

MOTION BY: Mr. Dale Kent
 "That the PRISM/GIS activity report be approved as presented."
CARRIED

- v) **Regional Bylaw Enforcement Exploration Study** – Mr. Brad Wiebe indicated that the draft of the study to determine if a regional bylaw service is feasible within the PRMS region was released in October. At this time PRMS is currently waiting for responses to ascertain the level of interest in proceeding to an implementation plan. Questions were posed regarding by-law officers and the logistics of the program within the PRMS region.

MOTION BY: Mr. Vince Grudecki
 "That the Regional Bylaw Enforcement Exploration Study activity report be approved as presented."
CARRIED

7. Financial Report – Mr. Brad Wiebe

- i. **2012 Proposed Budget Review** - Mr. Brad Wiebe provided insight and evaluation of the current 2011 budget and indicated the reliance on grant funded projects to meet the revenue needs of the agency. Mr. Wiebe presented the 2012 budget options reviewed by the Board of Directors and answered questions regarding the formula used for determining the requisition amounts. The Board of Directors proposed option 2 as outlined in the report and recommended that PRMS continue with the 3 yr. financial plan ratified by the full membership during the Fall 2010 AGM but extend the length of time to meet sustainable funding levels by decreasing the requisition increase in 2012.

MOTION BY: Mr. Barrie Hoover

"To accept the 2012 Proposed Budget Review as presented."
CARRIED

- ii. **Safety Codes Fee Schedules and Contracts** – The safety codes agreements with the Town of Drumheller and Superior are still in negotiation and will likely result in expense increases. These increases are intended to be developed into the 2012 SC fee schedule which has remained unchanged since 2001.

8. Election of Board of Directors

The Board of Directors consists of:

- a) Two acclaimed members of **Urban** Municipal Authorities who pay the highest requisition: Town of Drumheller and the Town of Hanna.

Dr. John Kaster will represent Town of Hanna on the Board of Directors.

Ms. Sharel Shoff will represent Town of Drumheller on the Board of Directors.

- b) Two acclaimed members of **Rural** Municipal Authorities who pay the highest requisition: Special Areas Board and County of Paintearth

Mr. Lawrence Letniak will represent Special Areas Board on the Board of Directors.

Mr. Rocky Dahmer will represent County of Paintearth on the Board of Directors.

- c) Three other representatives elected by the shareholders:

Ms. Shirley Buyer nominated Mr. Annon Hovde of Linden as a representative on the Board of Directors. Mr. Annon Hovde agreed to let his name stand.

Mr. Robert Sargent nominated Mr. Barrie Hoover of Starland County as a representative on the Board of Directors. Mr. Barrie Hoover agreed to let his name stand.

Mr. Dennis Filipenko nominated Mr. Dale Kent of Halkirk as a representative on the Board of Directors. Mr. Dale Kent agreed to let his name stand.

MOTION BY: Mr. Barrie Hoover
 "There being no further nominations; nominations cease."
SECONDED BY: Dr. John Kaster
ALL IN FAVOUR. CARRIED

The Board of Directors for 2011- 2012 consists of Dr. John Kaster (Town of Hanna), Ms. Sharel Shoff (Town of Drumheller), Mr. Lawrence Letniak (Special Area No. 2,3,4), Mr. Rocky Dahmer (County of Paintearth), Mr. Annon Hovde (Village of Linden), Mr. Barrie Hoover (Starland County) and Mr. Dale Kent (Village of Halkirk).

9. **Other** – Door prizes - were drawn and the winners were: Annon Hovde, Paul Salvatore, Lawrence Letniak, Rod Briggs, Vince Grudecki, Gerald Rehman and Caroline Siverson.


10. **Next Meeting** – Yet to be determined.

11. **Adjournment** (5:50 p.m.)

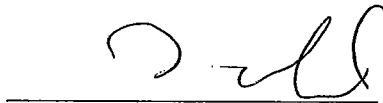
Chairman Mr. Annon Hovde invited everyone to remain for the meal and the opportunity to socialize.

MOTION BY: Mr. Annon Hovde
"The meeting is now adjourned."

CARRIED



Mr. Annon Hovde
Chairman



Mr. Brad Wiebe
Recording Secretary