

PALLISER REGIONAL MUNICIPAL SERVICES FULL MEMBERSHIP MEETING

Held in the Boardroom of Palliser Regional Municipal Services Co. Ltd
at 4:00 p.m. on Wednesday November 7th, 2012

PRESENT

Mr. Annon Hovde, Chairman
Dr. John Kaster
Mr. Dale Kent
Mr. Tony Nibourg
Mr. Barrie Hoover
Ms. Lois Bedwell
Mr. Hermann Minderlein
Mr. Mark Stannard
Ms. Sandra Kulyk
Ms. Shirley Buyer
Mr. Vince Grudecki
Mr. Gary Peers
Mr. Robert Blagen
Ms. Doris Cordel
Mr. Ross Rawlusyk
Mr. Fred Walters
Mr. Warren Wise
Mr. Bruce Kaufman
Ms. Cindy Woods
Ms. Linda Taylor
Mr. Bill Wulff
Mr. Bob Cromwell
Mr. George Glazier
Mr. Kevin Wilson
Mr. Norman Storch
Mr. Jordon Christianson

ABSENT

Mr. Dennis Kuiken
Mr. Dennis Filipenko
Ms. Tami Olds
Mr. Gerald Rehman
Mr. Dennis Thordarson
Ms. Sharel Shoff
Mr. Rod Briggs
Mr. Lloyd Hodge
Mr. Steve Hayes
Ms. Julie Gaudett
Ms. Janice Allison
Mr. Lawrence Letniak
Mr. Don Cuthill
Mr. Chris Reeds

REPRESENTING

Village of Linden
Town of Hanna
Village of Halkirk
County of Paintearth No. 18
Starland County
Town of Oyen
Town of Oyen
Town of Coronation
Town of Coronation
Village of Carbon
M.D. of Acadia No. 34
M.D. of Acadia No. 34
Village of Youngstown
Village of Halkirk
Starland County
Village of Beiseker
Village of Beiseker
Village of Hussar
Safety Codes, Town of Drumheller
Safety Codes, Town of Drumheller
Town of Drumheller
Town of Drumheller
County of Paintearth No. 18
Special Area No. 3
Special Area No. 2
Special Areas Board

REPRESENTING

Village of Acme
Town of Castor
Village of Cereal
Village of Consort
Village of Delia
Town of Drumheller
Village of Empress
Village of Morrin
Village of Munson
Village of Rockyford
Village of Veteran
Special Area No. 4
Village of Standard
Town of Trochu

STAFF

Mr. Brad Wiebe, Chief Executive Officer/Director of Planning
Mrs. Kari Bott, Executive Assistant
Mr. Garry Wilson, Subdivision Planner
Mr. Justin Hill, GIS Coordinator
Mrs. Michele Buchwitz, Planning Technician
Mr. Gary Zhang & assistant, MRF Geosystems, Guest Speaker

Mr. Annon Hovde, the Agency's Chairperson, called the meeting to order at 4:00 p.m.

1. Introductions

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

2. Approval of AGM Agenda

MOTION BY: Mr. Barrie Hoover, Starland County
 "That the November 7, 2012 agenda be accepted as presented."
CARRIED

3. Approval of June 20, 2012 Full Membership Meeting Minutes

MOTION BY: Mr. Norman Storch, Special Area #2
 "That the minutes of the June 20, 2012 Full Membership Meeting be approved."
CARRIED

4. Business Arising from the Minutes

No business arising.

5. Chairman's Report – Mr. Annon Hovde

Chairman Annon Hovde reported that Palliser experienced a slight increase in subdivision and development activity to date in 2012 and with scheduled, ongoing and unscheduled planning projects, as well as the Prism GIS project; the organization experienced a busy year.

Palliser received grant approval for the PRISM GIS Strategy in August and through the RFP process has hired MRF Geosystems who are in attendance at today's meeting. Mr. Gary Zhang will be demonstrating the capabilities of the online GIS web map that will be available to municipal administrators, councils and the public seeking information within the Palliser region.

Mr. Hovde thanked the municipality representatives, board members and staff for their contributions, support and performance during 2012.

6. Activity Review

- i) **Safety Codes/Building Activity** – Ms. Cindy Woods provided information on 2012 building permit activity in the region and was pleased to report a 49% increase from 2011; the 2nd highest year on record.

MOTION BY: Mr. Dale Kent
 "That the Safety Codes/Building Activity Report be approved."
CARRIED

- ii) **Planning Activity** - Mr. Brad Wiebe reviewed the 2012 Planning Policy activity list of ongoing projects, 2012 scheduled and unscheduled projects. He indicated that if member municipalities should require additional assistance with any planning related issues such as amendments, requests and questions, to contact the office.

MOTION BY: Mr. Bruce Kaufman
 "That the Planning Activity Report be approved."
CARRIED

- iii) **Subdivision Activity** – Mr. Garry Wilson provided the members with a detailed update indicating that in 2012 subdivision activity increased by 25.5% from the previous year.

MOTION BY: Mr. Barrie Hoover
 "The Subdivision Activity Report be approved as presented."
CARRIED

- iv) **GIS/MAPPING ACTIVITY/PRISM** – Mr. Justin Hill advised that PRMS has experienced a busy year with subdivision sketches and data requests, as well as the ongoing endeavors to update and improve the data for each member municipality.

Considerable progress has been made on the PRISM project. With the approval of the Regional Collaboration Grant application by Alberta Municipal Affairs we were able to move forward and after careful consideration the RFP was awarded to MRF Geosystems. MRF are currently in the design aspects of the build and with continual development, a new PRISM web-based GIS will be available in 2013.

MOTION BY: Mr. Fred Walters
 "That the GIS/MAPPING ACTIVITY/PRISM Report be approved as presented."
CARRIED

7. Financial Report – Mr. Brad Wiebe

Mr. Brad Wiebe presented the PRMS Board recommendations for the 2013 Budget and Municipal Requisition schedule.

MOTION BY: Dr. John Kaster
 "To accept the 2013 Budget and 2013 Municipal Requisition schedules as presented."
CARRIED

- 8. MRF Geosystems Presentation** Mr. Gary Zhang provided a visual presentation of the PRISM project that MRF are developing for PRMS. MRF has been in business since 1992 and provide competitive pricing for this very unique, very big and very advanced project. Examples of his previous work were shown and once the project has been developed, tutorials will be available.

9. 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 the Special Areas Board on the Board of Directors.

Mr. Tony Nibourg will represent the 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.

Dr. John Kaster 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. Tony Nibourg 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. Bruce Kaufmann
 "There being no further nominations; nominations cease."

CARRIED

The Board of Directors for 2012- 2013 consists of Dr. John Kaster (Town of Hanna), Ms. Sharel Shoff (Town of Drumheller), Mr. Lawrence Letniak (Special Areas Board), Mr. Tony Nibourg (County of Paintearth), Mr. Annon Hovde (Village of Linden), Mr. Barrie Hoover (Starland County) and Mr. Dale Kent (Village of Halkirk).

10. Other

Door prize winners: Lois Bedwell, Gary Peers, John Kaster, Shirley Buyer and Cindy Woods.

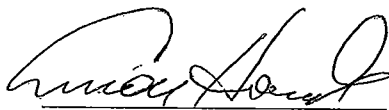
11. Next Meeting – June 2013; date to be announced.

12. Adjournment: 5:35 pm

MOTION BY: Mr. Dale Kent
 "That the meeting be adjourned."

CARRIED

Chairman Annon Hovde invited everyone for the meal and socializing following the meeting.



Mr. Annon Hovde
 Chairman



Mr. Brad Wiebe
 Recording Secretary