

MINUTES OF BOARD OF DIRECTORS' MEETING

Held in the Boardroom of the Palliser Regional Municipal Services Building; Hanna, Alberta  
at 5:00 P.M. Wednesday the 20th day of April 2011.

**Present**

Mr. Annon Hovde  
Dr. John Kaster  
Ms. Sharel Shoff  
Mr. Dale Kent  
Mr. Barrie Hoover  
Mr. Lawrence Letniak

**Representing**

Village of Linden  
Town of Hanna  
Town of Drumheller  
Village of Halkirk  
Starland County  
Special Area #4

**Absent**

Mr. Rocky Dahmer

**Representing**

County of Paintearth

**Staff**

Mr. Bradley Wiebe, CEO/ Director of Planning  
Mrs. Kari Bott, Executive Assistant

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1. **Welcome**

Chairman Annon Hovde welcomed everyone and called the meeting to order at 5:20 P.M.

2. **Approval of Agenda**

MOTION BY: Mr. Barrie Hoover

“That the agenda be adopted as presented.”

CARRIED

3. **Approval of Board Meeting Minutes**

The minutes of the January 25<sup>th</sup>, 2011 board meeting were reviewed.

MOTION BY: Mr. Dale Kent

“That the minutes of the January 25<sup>th</sup>, 2011 board meeting be adopted as circulated.”

CARRIED

4. **Business Arising**

None.

5. **Financial Update**

Brad Wiebe presented the financial update and while the revenue numbers are down in the 1<sup>st</sup> quarter, the subdivision activity is expected to increase in the spring and this will have a positive effect on the next quarter.

MOTION BY: Ms. Sharel Shoff

“That the financial update be adopted as presented.”

CARRIED

6. **CEO Report**

Brad Wiebe reported on activities to date as per attached report.

7. **Planning Activity Update**

Brad Wiebe outlined the 5 year planning policy schedule implemented as a result of the 2010-2013 Strategic Business Plan and provided updates on the 2011 progress – Hanna, Special Areas, Delia, Standard, MD of Acadia, Empress.

8. **Special Projects Update**

Brad Wiebe provided the board members with an update of the Rail Recovery Project currently in the Phase 2 Municipal Government Offer stage, the Regional Bylaw Enforcement Services Exploration Study which received grant approval on March 31<sup>st</sup>, and the PRISM strategy which is currently awaiting program improvements from ESRI.

**MOTION BY:** Dr. John Kaster

“To adopt the CEO Report, the Planning Activity Update and the Special Projects Update as presented.”

**CARRIED**

**9. New Business**

- i. *Safety Codes Contracts/Agreements:* The final draft has been received from Superior Safety codes and Brad will be reviewing and discussing rates and terms with the Town of Drumheller. The renegotiation of the administration contract which expired in 2009 remains under discussion as well.
- ii. *2010 Audit:* has been performed by Endeavor Accounting and while the preliminary figures look promising, a full review will take place in May with a presentation made to the members at the June AGM.
- iii. *June AGM:* The spring annual general meeting was set for 4pm on Wednesday June 22/11.
- iv. *Fieldnotes Newsletter:* is currently being produced and will be distributed electronically to all members and representatives by the end of April.
- v. *Internship program:* The intern work plan has been completed and Yat Man (Dave) Suen was hired in March and will begin his employment with Palliser on May 9, 2011.

**MOTION BY:** Mr. Dale Kent

“To accept the new business as presented.”

**CARRIED**

**10. Next Meeting**

The next regularly scheduled meeting will be held at 5:00pm on Wednesday May 25, 2011.

**11. Adjournment**

**MOTION BY:** Mr. Barrie Hoover

“That the meeting be adjourned at 6:15pm.”

**CARRIED**



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Annon Hovde, Chairman



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Bradley Wiebe, Recording Secretary