

MINUTES OF BOARD OF DIRECTORS' MEETING

Held at the Palliser Regional Municipal Services Building; Hanna, Alberta 5:00pm Wednesday the 29th day of April 2015.

Present

Mr. Barrie Hoover
Mr. Dale Kent
Mr. Larry Stickel
Mr. Brian Bunbury
Mrs. Vanessa Van Der Meer

Representing

Starland County
Village of Halkirk
Town of Hanna
County of Paintearth
Village of Linden

Absent

Ms. Sharel Shoff
Mr. Lawrence Letniak

Representing

Town of Drumheller
Special Area #4

Staff

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

1. **Welcome**

Chairman Mr. Barrie Hoover welcomed the board members and called the meeting to order at 5:15 P.M.

2. **Approval of Agenda**

The circulated April 29th, 2015 agenda was reviewed.

MOTION BY: Mr. Brian Bunbury

"The April 29th, 2015 agenda is accepted as circulated."

CARRIED

3. **Approval of Board Meeting Minutes**

The minutes of the November 26th, 2014 board meeting were reviewed.

MOTION BY: Mrs. Vanessa Van der Meer

"The minutes of the November 26th, 2014 board meeting be adopted as circulated."

CARRIED

4. **Business Arising**

- i) Canada Revenue Agency – Palliser Regional Planning Commission's municipal determination has been revoked effective June 30, 2010 and effective July 1, 2010 Palliser Regional Municipal Services Company Limited has been determined a municipality for purposes of Part IX of the *Excise Tax Act* and as a result are eligible for a 100% rebate of the GST.
- ii) Election of Board Chairperson and Vice Chairperson.

MOTION BY: Mr. Dale Kent

"The Board positions will remain the same for the 2015 term as they were in 2014. Barrie Hoover – Chairman, Brian Bunbury – Vice-Chairman".

CARRIED

5. **Financial Update** – Mrs. Monica Faupel, Endeavor Chartered Accountants

The 2014 Audited financial statement was presented by Monica Faupel. Following Monica's presentation, Brad Wiebe provided the 2015 1st quarter financial statement to the board members.

6. **CEO Report**

Brad Wiebe provided the year end subdivision totals, as well as the applications to date in 2015. Brad provided updates on the Safety Codes activity as well as information regarding the latest updates being made to the PRISM Webmap. The aerial photo enhancement project has been completed and the final reporting has been sent to Alberta Municipal Affairs.

Brad informed the board that he has developed an annual strategy document with the staff to determine projects and workloads for the year beyond the day to day activities and will follow up periodically with progress reports.

PRMS will be providing Drumheller with Development Officer support on a contract basis with the recent resignation of Cindy Woods. Jaideen will spend 1 or 2 days a week in the Drumheller office and Brad will assist with the bigger issues and applications until the position has been filled.

7. **Correspondence – MGA review** – first amendments have been adopted. The changes that will have an effect on PRMS are the Code of Conduct requirements for Councils/Council committees, Public participation policy, and the Public Notice requirements will now allow electronic means such as a municipal website, etc. rather than newspaper advertising.

Alberta Safety Codes Act – the Alberta government has introduced amendments to Alberta's Safety codes Act that will help to improve safety and *'adopt most up-to-date safety codes..., improve accountability mechanisms..., improve compliance by establishing penalties... and assist municipalities with planning initiatives by allowing them to establish bylaws for private sewage disposal systems.'*

8. **New Business**

RCP phase 2 grant – has been completed and the final grant report has been submitted.

Intern program – year 2 grant money in the amount of \$24,000 has been received.

Safety Codes Administration – staff training for Permit Issuers certification has been completed.

9. **Next Meeting**

The next meeting will be the June Spring General meeting and is scheduled for Tuesday June 23, 2015 at 4:00pm.

10. **In Camera**

MOTION BY: Mr. Brian Bunbury at 6:10pm

"To move in camera."

CARRIED

MOTION BY: Mr. Dale Kent at 6:18pm

"To rise from in camera."

CARRIED

MOTION BY: Mrs. Vanessa Van der Meer

"The 2015 COLA of 3% which was factored in to the 2015 budget has been approved by the Board of Directors."

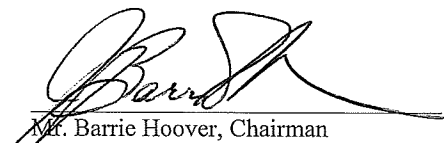
CARRIED

11. **Adjournment**


MOTION BY: Mr. Barrie Hoover

"The Board of Director's meeting is adjourned." at 6:23pm.

CARRIED



Mr. Barrie Hoover, Chairman



Mr. Bradley Wiebe, Recording Secretary