

MINUTES OF BOARD OF DIRECTORS' MEETING

Held at the Palliser Regional Municipal Services (PRMS) Building; Hanna, Alberta 9:00am Tuesday the 4th day of August 2015.

Present

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

Representing

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

Absent

Mr. Lawrence Letniak

Representing

Special Area #4

Staff

Mrs. Kari Bott, Executive Assistant

1. **Welcome**

Chairman Mr. Barrie Hoover welcomed the board members and called the meeting to order at 9:50 A.M.

2. **Approval of Board Meeting Minutes**

The minutes of the July 9th, 2015 board meeting were reviewed.

MOTION BY: Mrs. Vanessa Van der Meer

"The July 9th, 2015 board meeting minutes are accepted as circulated."

CARRIED

3. **New Business** —

i. *Staff Reports - Office Activity Update*

Staff members provided the board with details of office activity to date.

MOTION BY: Ms. Sharel Shoff

"The Board of Directors approves the purchase of 1 year's insurance for the UAV/drone in order to be compliant with Canadian Federal aviation regulations. A contract and user fee schedule for the UAV/drone will be developed by Justin Hill and presented to the Board for final approval."

CARRIED

- ii. *CEO Position*- Board members reviewed the CEO job description and discussed the various methods of advertising. The Board requested that the descriptions of other PRMS positions be located and forwarded to them.
- iii. *Bank Credit Card* – The Board instructed Kari Bott to contact Jeff Raab from the ATB to make arrangements to obtain a replacement credit card.

MOTION BY: Vice Chairman Brian Bunbury at 10:45am.

"To move in Camera."

CARRIED

MOTION BY: Dale Kent at 11:30am.

"To rise from in Camera."

CARRIED

MOTION BY: Ms. Sharel Shoff

"To defeat the motion of July 9, 2015 stating; PRMS will pay out to Brad Wiebe payroll wages up to August 15th, 2015 as well as the 'pay in lieu of vacation leave earned but not taken' of a maximum 25 days carried over from 2014, plus the 2015 vacation pay of 2.08 days/month earned up until August 15th, 2015 less any vacation days taken in 2015; in accordance with the PRMS Staff Regulations and Benefits Manual. Payment of final payout will be issued upon the satisfactory receipt of PRMS property consisting of lap top, iPad, cell phone, PRMS Mastercard credit card, passwords and any and all other PRMS property in Brad Wiebe's possession."

CARRIED UNANIMOUSLY

PALLISER REGIONAL MUNICIPAL SERVICES COMPANY LIMITED

MOTION BY: Ms. Sharel Shoff

“PRMS will pay out to Brad Wiebe; payroll wages up to August 15th, 2015 minus the recovery costs required to restore Brad Wiebe’s computer hard drive in the amount of \$288.73, the ‘pay in lieu of vacation leave earned but not taken’ of a maximum 25 days carried over from 2014, plus the 2015 vacation pay of 2.08 days/month earned up until August 15th, 2015 less any vacation days taken in 2015 in accordance with the PRMS Staff Regulations and Benefits Manual. Payment of final payout will be issued upon the satisfactory receipt of PRMS property consisting of lap top, iPad, cell phone, PRMS Mastercard credit card, passwords and any and all other PRMS property in Brad Wiebe’s possession.”

CARRIED UNANIMOUSLY

MOTION BY: Mrs. Vanessa Van der Meer

“Chairman Barrie Hoover will request that former CEO Brad Wiebe provide to PRMS the business contact information and business schedule/calendar that was deleted from the PRMS CEO cell phone and computer.”

CARRIED UNANIMOUSLY

MOTION BY: Mr. Larry Stickel

“PRMS will advertise online for the position of CEO/Director of Planning as per the attached job description.”

CARRIED UNANIMOUSLY

4. Next Meeting

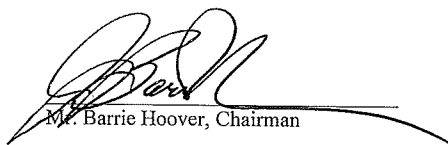
The next Board Meeting has been scheduled for 10:30am Thursday September 17th, 2015.

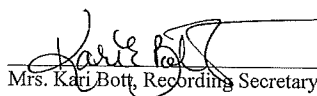
5. Adjournment

MOTION BY: Mr. Brian Bunbury

“The Board of Director’s meeting is adjourned.” at 12:30pm.

CARRIED


Mr. Barrie Hoover, Chairman


Mrs. Kari Bott, Recording Secretary