

MINUTES OF BOARD OF DIRECTORS' MEETING

Held at the Palliser Regional Municipal Services Building; Hanna, Alberta Wednesday the 5th day of February 2014.

Present

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

Representing

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

Staff

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

1. Welcome

Chairman Barrie Hoover welcomed everyone and called the meeting to order at 5:25 P.M.

2. Approval of Agenda

The circulated February 5th agenda was reviewed.

MOTION BY: Mr. Larry Stickel

"The February 5th agenda is accepted as presented."

CARRIED

3. Approval of Board Meeting Minutes

The minutes of the December 12th, 2013 board meeting were reviewed.

MOTION BY: Mr. Brian Bunbury

"That the minutes of the December 12th, 2013 board meeting be adopted as circulated."

CARRIED

4. Business Arising

- i) *PRISM Web based GIS Aerial Photo Enhancement RCP Grant application* – RFP received 17 responses with 4 or 5 standing out above the others. Brad circulated a scoring spreadsheet for the Board to review and discuss.

MOTION BY: Mrs. Vanessa Van Der Meer

"To select the Tarin Resources, Calgary proposal for the Required Area Price."

CARRIED

- ii) *Salary Review* – CPI November 1.7%, December 2.1% The November rate has been used in the past however 1% was provided based on the October CPI at the December board meeting.

MOTION BY: Mr. Lawrence Letniak

"To increase the 2014 1% COLA granted in January by 1% for a total of 2%."

CARRIED

- iii) *Acadia Foundation Permits* – Correspondence will be sent to the architect with a copy sent to the foundation manager regarding safety code plumbing permit deficiencies.

5. Financial Update – Brad Wiebe

Mr. Wiebe reported the review of Palliser's 2013 financial statement indicates that while revenues were below average, Palliser's expenses were lower than budgeted. The revenue injected from special projects undertaken in 2013 stabilized any potential shortfall.

6. CEO Report

Brad Wiebe reported on the CEO activities from December 2013 – January 2014 and provided an information update on the 2013 subdivision activity, Prism Webmap and Aerial Photo enhancement project, scheduled 2014 projects as well as updates on the unscheduled projects and any outstanding projects from 2013. Brad discussed the 2014 strategic priorities as per the attached CEO report.

7. Correspondence

- i) Reviewed the Municipal Internship Agreement for 2014-2016 with the Board.

MOTION BY: Ms. Sharel Shoff

“To accept the Municipal Internship Agreement as presented and provide Board authorization to sign the contract.”

CARRIED

- ii) Mr. Wiebe reviewed the AMSC schedule of benefits and rates for 2014, indicating that Palliser will perform a review with a broker in the upcoming year. Drumheller signed with Industrial Alliance and it is proving to be very beneficial for them.
- iii) Reviewed a letter issued from John Brayley of CN dated December 27, 2013 acknowledging receipt of the February 12, 2013 letter withdrawing the intention to Purchase the Drumheller subdivision between Hanna and Lyalta. CN advised that the rails will be removed in the spring of 2014 and they will retain possession of the railway lands on the main corridor.

8. New Business

Audit

Endeavor Chartered Accountants scheduled the audit for March 31 – April 2, 2014.

Safety Codes Administration

The Safety Codes administration will begin implementing e-site January 2014 and will see how the results look; feedback at this point is positive.

9. Next Meeting

The next board meeting is scheduled for 5pm Wednesday April 30, 2014.

Note: The board meeting was re-scheduled to 2pm on June 12, 2014 due to conflict of board member schedules.

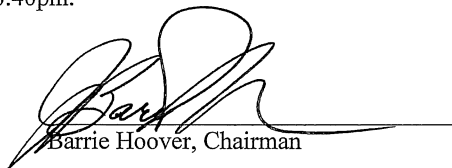
The AGM will take place on Thursday June 12, 2014 at 4:00pm.


10. Adjournment

MOTION BY: Mr. Brian Bunbury

“The board of director’s meeting is adjourned at 6:40pm.”

CARRIED


Barrie Hoover, Chairman


Bradley Wiebe, Recording Secretary