

MINUTES OF BOARD OF DIRECTORS' MEETING

Held at the Palliser Regional Municipal Services Building; Hanna, Alberta Wednesday the 22<sup>nd</sup> day of May 2013.

**Present**

Mr. Annon Hovde  
Dr. John Kaster  
Mr. Barrie Hoover  
Mr. Dale Kent  
Mr. Tony Nibourg

**Absent**

Ms. Sharel Shoff  
Mr. Lawrence Letniak

**Staff**

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

**Representing**

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

**Representing**

Town of Drumheller  
Special Area #4

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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**

The circulated May 22<sup>nd</sup> agenda was reviewed.

**MOTION BY:** Mr. Barrie Hoover

“The May 22<sup>nd</sup> agenda is accepted as presented.”

**CARRIED**

3. **Approval of Board Meeting Minutes**

The minutes of the February 27<sup>th</sup>, 2013 board meeting were reviewed.

**MOTION BY:** Dr. John Kaster

“That the minutes of the February 27<sup>th</sup>, 2013 board meeting be adopted as circulated.”

**CARRIED**

4. **CEO Report**

Brad Wiebe reported on the CEO activities from March-May 2013 and provided an information update on the PRISM web-based GIS project. Brad discussed the scheduled 2013 projects as well as updates on the unscheduled projects and any outstanding projects from 2012.

**MOTION BY:** Mr. Tony Nibourg

“The board accepts the CEO report as presented.”

**CARRIED**

**Monica Faupel of Endeavor Chartered Accounting entered the meeting at 5:30pm.**

5. **Financial Update – 2012 Audit Results**

Monica Faupel of Endeavor Chartered Accountants provided a review of the 2012 audit results and explained the deferred safety code revenue in relation to open and closed permits over the past two years. Board members were provided with safety code permit reports and Monica suggested that PRMS request the ‘open’ report from the Drumheller safety code office on a monthly basis.

**MOTION BY:** Mr. Tony Nibourg

“To accept the 2012 Audit results as presented by Monica Faupel.”

**CARRIED**

6. **Business Arising – Rail Shares Advice**

Monica Faupel of Endeavor Chartered Accounting read a letter aloud to the board members providing her professional opinion, as requested by the Board, in relation to the rail share fund shortfall and the request for PRMS to provide monetary assistance to the Badlands Rail Company. Monica recommended that if the Board chose to provide the shortfall it can be handled as an "other expense" from Palliser's general revenue account.

Board discussion focused on the missing records and subsequent bookkeeping errors. Barrie Hoover (Chairman of 1504499 Alberta Ltd.) said that he would try again to obtain the rail company's ledgers and Monica offered to review them at that time.

Barrie provided that the rail company was short funds in the amount of \$2,223.49

**MOTION BY:** Mr. Tony Nibourg  
"Palliser Regional Municipal Services will forward \$2,223.49 to the Badlands Rail Company/1504499 Alberta Ltd."

Upon further discussion the Motion has been tabled.

Monica Faupel of Endeavor Chartered Accounting left the meeting at 6:45pm.

7. **New Business**

*Canada Summer Jobs*

The Canada Summer Jobs application has been declined since the demand for funding has exceeded the budget available.

*RCP Grant*

An RCP grant proposal has been prepared i/a/o \$242,000, with Drumheller and Starland County as managing partners, for current aerial orthophotos to replace the existing outdated 2007 photos on file.

**MOTION BY:** Mr. Dale Kent  
"To accept the new business as presented."

**CARRIED**

8. **Financial Review**

Brad Wiebe reviewed the 2013 1<sup>st</sup> quarter financial report with the Board.

**MOTION BY:** Mr. Barrie Hoover  
"To accept the 2013 1<sup>st</sup> quarter financial report as presented."

**CARRIED**

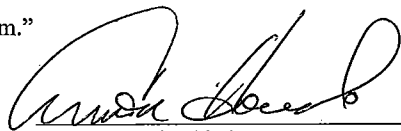
9. **Next Meeting**


The next scheduled meeting is the AGM on June 25, 2013 at 4pm.

10. **Adjournment**

**MOTION BY:** Mr. Annon Hovde  
"The meeting is adjourned at 7:05pm."

**CARRIED**

  
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Annon Hovde, Chairman

  
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Bradley Wiebe, Recording Secretary