

MINUTES OF BOARD OF DIRECTORS' MEETING

Held at the Palliser Regional Municipal Services Building; Hanna, Alberta 2:00pm Wednesday the 26<sup>th</sup> day of November 2014.

Present

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

Representing

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

Staff

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

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1. Welcome

Chairman Mr. Barrie Hoover welcomed the board members and called the meeting to order at 2:15 P.M.

2. Approval of Agenda

The circulated November 26<sup>th</sup>, 2014 agenda was reviewed.

MOTION BY: Mr. Brian Bunbury

"The November 26<sup>th</sup>, 2014 agenda is accepted as circulated."

CARRIED

3. Approval of Board Meeting Minutes

The minutes of the September 11<sup>th</sup>, 2014 board meeting were reviewed.

MOTION BY: Mr. Lawrence Letniak

"That the minutes of the September 11<sup>th</sup>, 2014 board meeting be adopted as circulated.

CARRIED

4. Business Arising

- i) *PRISM Web based GIS Aerial Photo Enhancement RCP Grant project*–  
Aerial photos have been processed and uploaded to the Webmap. Ongoing updates continue to be made to enhance Webmap usage and the Phase 1 final grant report will be completed prior to year end.
- ii) *Safety Codes Administration* – E-site is online for PRMS at the Safety Codes office in Drumheller.
- iii) *M.D. of Provost* –M.D. of Provost has subscribed to Palliser's Webmap and will continue utilizing Palliser's subdivision services on a contract basis.
- iv) *GST Correspondence* – Palliser's status as a municipal entity under the excise tax act remains under review by Revenue Canada.
- v) *Benefits Review* – Alberta Blue Cross is now the sole provider of all PRMS employee health benefits; the new policy became effective on November 1<sup>st</sup> 2014.

5. Financial Update – Mr. Brad Wiebe

2014 subdivision activity and revenue to date appears to be average while Palliser's expenses remain within budgeted amounts and safety code revenue has levelled off.

6. CEO Report

Brad Wiebe reported on the CEO activities from September – November 2014 and provided an information update on the 2014 subdivision activity to date, 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 outlined Palliser's recent staff re-organization due to the resignation of the Planning Technician.

7. Correspondence - none

8. New Business

*2015 Budget Review/Recommendation:* Brad Wiebe presented the Annual Budget Review report and provided an evaluation of the 2014 budget, year-end and the 2015 projected budget as per the attached report. Revenue and expenses were discussed. The proposed budget includes a 3% COLA increase for PRMS employees effective January 2015. The final recommendation is a 0% increase in requisitions for 2015. The equalized assessment increase of \$6,000 +/- combined with the completion of special projects in 2015 is expected to provide for a balanced budget scenario.

**MOTION BY:** Mrs. Vanessa Van Der Meer

"To recommend that the proposed 2015 Budget be presented at the November general meeting for approval."

**CARRIED**

9. In Camera

**MOTION BY:** Mr. Larry Stickel

"To move in camera." at 2:40pm.

**CARRIED**

**MOTION BY:** Mr. Lawrence Letniak

"To rise from in camera." at 3:00pm.

**CARRIED**

Board member Sharel Shoff entered the meeting at 2:45pm while in camera.

10. Next Meeting

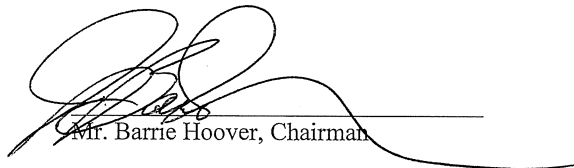
The next organizational board meeting is scheduled to follow the general meeting on November 26th, 2014.

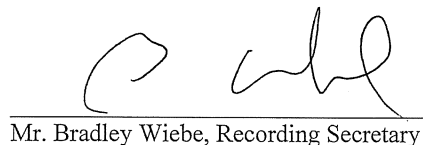
11. Adjournment

**MOTION BY:** Mr. Brian Bunbury

"The Board of Director's meeting is adjourned." at 3:00pm

**CARRIED**

  
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Mr. Barrie Hoover, Chairman

  
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Mr. Bradley Wiebe, Recording Secretary