

MINUTES OF BOARD OF DIRECTORS' MEETING

Held at the Palliser Regional Municipal Services (PRMS) Building; Hanna, Alberta 10:30am Wednesday the 16th day of September 2015.

Present

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

Representing

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

Staff

Mr. Garry Wilson, Planning/GIS Technician
Mr. Justin Hill, GIS Coordinator
Ms. Jaiden Henry, Planning Intern
Mrs. Kari Bott, Executive Assistant

1. **Welcome**

Chairman Mr. Barrie Hoover welcomed the board members and called the meeting to order at 10:30 A.M.

2. **Approval of September 16, 2015 Agenda**

MOTION BY: Mr. Brian Bunbury

"The September 16, 2015 Agenda is accepted as circulated."

CARRIED

3. **Board Meeting Minutes**

The minutes of the August 4th, 2015 board meeting were reviewed.

MOTION BY: Mrs. Vanessa Van der Meer

"The August 4th, 2015 board meeting minutes are accepted as circulated."

CARRIED

4. **Business Arising from Minutes** — none

5. **Reports**

i. **Subdivision and Planning Reports** – Jaiden Henry and Garry Wilson

Information was presented regarding planning activity to date. Subdivision file applications are on par with this time last year. The planning staff has been circulating files, attending MPC meetings and completing conditional approvals and issuing endorsements. Jaiden will be attending the APPI conference in Edmonton from September 16-19, 2015.

ii. **GIS Report** – Justin Hill

Justin presented information regarding UAV insurance quotes and presented UAV flight pricing scenarios for the UAV flights as per the GIS report. Justin has been busy with the Drumheller Flood Mitigation, Hanna Cemetery sketches, Provost AVL, Webmap additions, future data development requirements and Palliser's relationship with the Alberta Municipal Data Sharing Partnership. Mr. Barrie Hoover requested that Justin prepare a presentation for the November AGM and present on the UAV and the potential applications available to Palliser's member municipalities.

iii. **Office Activity** – Kari Bott

Copies of the invoice for Brownlee LLP legal services i/a/o \$928.89 paid on August 31, 2015 were provided to Board members for information purposes. Palliser's yard maintenance has been completed by Jerry and Brenda Scott and they have been compensated for their excellent work. The upcoming fall maintenance was discussed and it was decided that the garbage box and fence be painted as well. Wecker Plumbing and Heating performed maintenance on PRMS' lift station and replaced a sump pump. Dave Ericson from Hillcrest Financial will be attending the office on Friday September 18th to meet and present the 3rd quarter review in preparation for PRMS' health benefit plan renewal due in November.

MOTION BY: Vanessa Van Der Meer.

“PRMS will contract Jerry and Brenda Scott for future building, site and yard maintenance at a rate of \$25/hr as per the verbal quote provided by Jerry Scott.”

CARRIED

6. New Business

Barrie Hoover met with Darryl Henry of the headhunting organization Richardson Executive. Barrie told Mr. Henry that while PRMS had already advertised for the CEO position, if assistance was required to obtain additional prospective candidates PRMS would be in contact with him.

MOTION BY: Sharel Shoff at 11:20am.

“To move in Camera.”

CARRIED

MOTION BY: Vanessa Van Der Meer at 1:05 pm.

“To rise from in Camera.”

CARRIED

MOTION BY: Mrs. Vanessa Van Der Meer

“To advertise for the position of Safety Codes Officer as soon as Barrie receives the information for the job responsibilities and wage.”

CARRIED UNANIMOUSLY

MOTION BY: Ms. Sharel Shoff

“PRMS’ November General Meeting will be held on November 24th at 4pm.”

CARRIED UNANIMOUSLY

7. Next Meeting

The meeting to conduct the CEO interviews has been scheduled for 1pm with interviews to begin at 1:30pm on Tuesday September 29th, 2015.

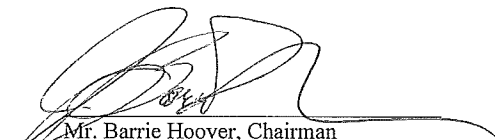
The next Board Meeting will be held on Wednesday October 7th, 2015 at 10:30am.

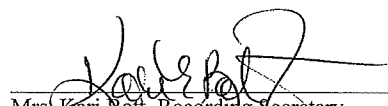
8. Adjournment

MOTION BY: Mr. Larry Stickel

“The Board of Director’s meeting is adjourned.” at 1:45pm.

CARRIED


Mr. Barrie Hoover, Chairman


Mrs. Kari Boff, Recording Secretary