

# PALLISER REGIONAL MUNICIPAL SERVICES FULL MEMBERSHIP MEETING

Held in the Boardroom of Palliser Regional Municipal Services Co. Ltd.  
At 4:00 p.m. on Thursday December 8, 2022

---

## **PRESENT**

Aaron Skappak  
Jason Wallsmith  
Dennis Kuiken  
Gary Sawatzky  
Cecil Yates  
Christopher Robblee  
Crystal Sereda  
Darryl Drohomerski  
Kyle Olsen  
Sandra Beaudoin  
Kim Neill  
Les Schultz  
Michelle Plante  
Liz Santerre  
Reg Wiebe  
Mary Taylor  
Bob Kasco  
Dale Norton  
John Kimber  
Jordon Christianson  
Carol Allard  
Mark Landry  
Chris Reeds  
Jaime Martel  
Carl Peterson  
Robert Blagen

## **ABSENT**

Trina Anderson  
Sandy Walters  
Ron Checkel  
Jim Adams  
Dawna Martin  
Dale Kent  
Chris Hall  
April Geeraert  
Mark Blair  
Doug Noble  
Bertha Lafontaine

## **GUEST PRESENTERS**

Ian Gray

## **STAFF**

Devin Diano, Chief Executive Officer  
Tracy Woitenko, Senior Planner  
Cody Dale-McNair, GIS Coordinator

## **REPRESENTING**

MD of Acadia No. 34  
MD of Acadia No. 34, CAO  
Village of Acme  
Village of Acme, CAO  
Town of Castor  
Town of Castor, CAO  
Town of Drumheller  
Town of Drumheller, CAO  
Town of Hanna  
Town of Hanna  
Town of Hanna, CAO  
Village of Hussar  
Village of Hussar  
Village of Hussar  
Village of Linden  
Village of Munson  
Town of Oyen  
County of Paintearth No. 18  
Special Area No. 3  
Chairman, Special Areas Board  
Village of Standard  
Starland County  
Town of Trochu  
Town of Trochu  
Town of Trochu, CAO  
Village of Youngstown

## **REPRESENTING**

Village of Carbon  
Town of Consort  
Town of Coronation  
Village of Delia  
Village of Empress  
Village of Halkirk  
Village of Morrin  
Village of Rockyford  
Special Area No. 2  
Special Area No. 4  
Village of Veteran

Nichols Applied Management Inc.

Kari Bott, Executive Assistant  
Garry Wilson, Subdivision Planner  
Linda Taylor, Safety Code Clerk

**Kyle Olsen, the Agency's Chairman, called the meeting to order at 4:03 p.m.**

**1. Welcome and Roll Call**

Kyle welcomed everyone and opened the meeting with round table introductions.

**2. PRMS 2021-2022 Chairman's Message – Kyle Olsen**

Kyle provided the general membership with a review of the year's strategic plan activity and thanked the entire membership for their valuable input and guidance provided throughout the year. Kyle acknowledged the PRMS staff and his fellow board members for their contributions and dedication to the organization throughout the year.

**3. Approval of December 8, 2022 AGM Agenda**

**MOTION BY:** Dale Norton, County of Paintearth No. 18  
"The December 8, 2022 Annual General Meeting Agenda is accepted as presented and circulated."

**CARRIED**

**4. Approval of November 9, 2021, Full Membership Meeting Minutes**

**MOTION BY:** Chris Reeds, Town of Trochu  
"The minutes of the November 9, 2021, Full Membership meeting are adopted as circulated and reviewed."

**CARRIED**

**5. Business Arising from the November 9, 2021, AGM Minutes –**

None.

**6. New Business – 2022 – 2027 PRMS Strategic Plan**

Devin Diano presented the final **2022 – 2027 Strategic Plan** as adopted by the Board of Directors for ratification by the AGM membership, and provided in advance of the meeting. The appendix to the strategic plan titled Core Services Provided by PRMS, which outlines the current planning, safety codes, GIS and ISDAB services was presented.

**7. Budget Review – 2023 Budget and 2023 - 2025 Requisition – Devin Diano**

PRMS has been conducting an organization enhancement project for the past year which has included reviewing operations, assessing organizational capacity given service expectations, confirming needs, priorities and support from members and ongoing financial sustainability of the organization. An outcome of the enhancement project was a new proposed operating budget and three-year requisition. The proposed 2023 budget and 2023-2025 requisition was developed in consultation with (and approved by) the PRMS Funding Formula Committee. PRMS member CAOs and Councils were also consulted and presented a copy of the proposed 2023 budget and 2023-2025 requisitions.

Devin explained that the requisition adjustment is a course correction and the budget reflects this. No inflationary increases were budgeted for at this time and potential deficits will be covered off by reserves.

**MOTION BY:** Mary Taylor, Village of Munson  
"That the 2022 - 2027 PRMS Strategic Plan, as recommended by the PRMS Board of Directors, be adopted and ratified as presented."

**CARRIED**

**MOTION BY:** Mark Landry, County of Starland  
"That the 2023 Budget, as recommended by the PRMS Board of Directors, be adopted and ratified as presented."

**CARRIED**

**MOTION BY:** John Kimber, Special Area No. 2  
 "That the 2023 - 2025 Requisition, as recommended by the PRMS Board of Directors, be adopted and ratified as presented."  
**CARRIED**

**8. PRMS Services & Yearly Activities:**

Devin Diano introduced a slide presentation showcasing the Planning, Subdivision, GIS & Webmap, and Safety Code services provided by Palliser Regional Municipal Services. Tracy Woitenko, Garry Wilson, Cody Dale-McNair, and Linda Taylor outlined the projects being undertaken and gave updates of the year's activities.  
 Devin thanked the PRMS employees for their contributions to the organization.

**9. Election of Board of Directors**

- a) *Two acclaimed members of **Urban** Municipal Authorities who pay the highest requisition: Town of Drumheller and the Town of Hanna.*

Crystal Sereda represents the Town of Drumheller on the PRMS Board of Directors.

Kyle Olsen represents the Town of Hanna on the PRMS Board of Directors.

- b) *Two acclaimed members of **Rural** Municipal Authorities who pay the highest requisition: Special Areas Board and the County of Paintearth No. 18*

John Kimber represents the Special Areas Board on the PRMS Board of Directors.

Dale Norton represents the County of Paintearth No. 18 on the PRMS Board of Directors.

- c) *Three other representatives elected by the shareholders:*

**Devin Diano opened the floor for nominations to the Board of Directors.**

**MOTION BY:** Crystal Sereda, Town of Drumheller nominated Mark Landry of Starland County as a representative on the PRMS Board of Directors. Mark Landry agreed to let his name stand.

**MOTION BY:** Kyle Olsen, Town of Hanna nominated Trevor Hittel of the Town of Oyen as a representative on the PRMS Board of Directors. Trevor Hittel agreed to let his name stand.

**MOTION BY:** Reg Wiebe, Village of Linden nominated Dennis Kuiken of the Village of Acme as a representative on the PRMS Board of Directors. Dennis Kuiken agreed to let his name stand.

**MOTION BY:** Kyle Olsen, Town of Hanna nominated Chris Reeds of the Town of Trochu as a representative on the PRMS Board of Directors. Chris Reeds agreed to let his name stand.

**Devin Diano called for nominations a second time.**

**Devin Diano called for nominations a third time.**

**No further nominations.**

**MOTION BY:** Aaron Skappak "Nominations Cease."  
**CARRIED**

An election was held to determine the remaining 3 Board Members.

The election was held by ballot, with 15 eligible voters present, and a recount of votes resulted in the following:

Mark Landry - 9  
Trevor Hittel - 12  
Dennis Kuiken - 9  
Chris Reeds - 13

The steps to be taken to settle the 2-way tie for third place was discussed. The 2 candidates agreed to a draw of names to determine the remaining board member.

Mark Landry's name was pulled from the hat.

**The Board of Directors for 2022-2023 consists of Crystal Sereda (Town of Drumheller), Kyle Olsen (Town of Hanna), John Kimber (Special Areas Board), Dale Norton (County of Paintearth No. 18), Chris Reeds, (Town of Trochu), Trevor Hittel (Town of Oyen), Mark Landry (Starland County).**

**An organizational meeting will take place following the AGM to determine the Chairman and the Vice Chairman of the Board.**

**10. General Discussion –**

Kyle Olsen and Devin Diano presented PRMS employee long service recognition to Garry Wilson for 27 years of service, and Kari Bott for 15 years of service.

**11. Next Meeting – November 2023**

**12. Adjournment**

**MOTION BY:** John Kimber, Special Area No. 2

"The December 2022 annual general meeting is adjourned." At 5:35pm.

**CARRIED**

Door prizes were won by Kim Neill, Carl Peterson, and Robert Blagen

  
\_\_\_\_\_  
Kyle Olsen, PRMS Chairman of the Board

  
\_\_\_\_\_  
Devin Diano, PRMS CEO & Director of Planning