

PRMS BOARD OF DIRECTORS' MEETING MINUTES

Held Virtually from the PRMS Boardroom on Tuesday the 18th day of June 2024 at 12pm.

Board Members in Attendance

Kyle Olsen
Chris Reeds
Mark Landry
Dale Norton
John Kimber

Representing

Town of Hanna
Town of Trochu
Starland County
County of Paintearth No. 18
Special Areas Board

Board Members Absent from the Meeting

Trevor Hittel
Dennis Kuiken
Crystal Sereda

Town of Oyen
Village of Acme
Town of Drumheller

PRMS Administration Present

Devin Diano, CEO/Director of Planning
Kari Bott, Office Manager

1. **Welcome, Call to Order**

Chairman Kyle Olsen called the board meeting to order at 12:08pm.

2. **Approval of Agenda**

The June 18th, 2024, circulated board meeting agenda was reviewed.

MOTION BY: Mark Landry

“The June 18th, 2024, board meeting agenda is approved as circulated.”

CARRIED

3. **Approval of Board Meeting Minutes of April 25th, 2024**

MOTION BY: Chris Reeds

“The April 25th, 2024, Board Meeting Minutes are adopted as circulated.”

CARRIED

4. **New Business**

i. **Adoption of Salary Grid**

PRMS Administration requests the adoption of the staff salary grid with the addition of a Safety Codes category; adding new grades, titles, and steps to accommodate for the Safety Codes Administrator and Safety Codes Clerk positions.

MOTION BY: Dale Norton

“The PRMS Board of Directors approves the amended staff salary grid with the addition of the new Safety Codes’ grades, titles and salary steps for the Safety Codes Administrator and Safety Codes Clerk positions.”

CARRIED

ii. **PRMS Parking Lot – Repairs, Overlay Parking Lot and Line Painting**

PRMS Administration requests the Board of Directors to approve the repairs of the PRMS parking lot. The replacement of tangible capital assets is planned for within the Capital Reserve Fund.

MOTION BY: Dale Norton

“The PRMS Board of Directors approves quote No. 10250 provided by Brooks Asphalt & Aggregate Ltd for the repairs and asphalt overlay of the PRMS parking lot, while foregoing the line painting, for a quoted total i/a/o of \$41,750 + GST.”

CARRIED

MOTION BY: Mark Landry

“The PRMS Board of Directors approves the discretionary spending amount of up to \$15,000 for the potential of additional expenses for any necessary curb/abutment repairs or removal, in conjunction with the PRMS parking lot repairs.”

CARRIED

5. **Business Update**

Devin provided a verbal update of the CEO activity and provided information regarding his upcoming absence due to surgery scheduled for June 23, 2024.

6. **Next Meeting –**

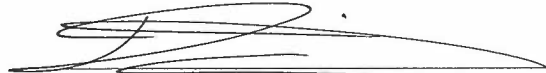
Date is yet to be determined.

7. **Adjournment**

MOTION BY: Kyle Olsen

“The Board of Directors’ meeting is hereby adjourned.” at 12:49pm.

CARRIED


Devin Diano, PRMS CEO/Director of Planning


Kyle Olsen, PRMS Chairman of the Board