

PALLISER REGIONAL MUNICIPAL SERVICES FULL MEMBERSHIP MEETING

Held in the Boardroom of Palliser Regional Municipal Services
at 4:00 p.m. on Wednesday June 23, 2010.

PRESENT

Mr. Annon Hovde, Chairman
Dr. John Kaster
Mr. Don Guidolin
Mr. Barrie Hoover
Mr. Arthur Standing
Mr. Dale Kent
Mr. Fred Walters
Ms. Shirley Buyer
Ms. Mary Crowe
Mr. Dennis Filipenko
Mr. Melvin Bingeman
Mr. Jan Koenraad
Mr. George Glazier
Mr. Gary Peers
Mr. Rod Briggs
Mrs. Maureen Malaka
Mr. Lawrence Letniak
Mr. David Connauton
Mr. Albert McFadyen
Mr. Paul Salvatore
Ms. Julie Gaudet
Ms. Leah Smith
Ms. Lois Bedwell
Mr. Jay Slemp
Mr. Jordon Christianson
Mr. Gerald Rehman

REPRESENTING

Village of Linden
Town of Hanna
Town of Drumheller
Starland County
Special Area No. 2
Village of Halkirk
Village of Beiseker
Village of Carbon
Village of Carbon
Town of Castor
Special Area No. 3
County of Paintearth No. 18
County of Paintearth No. 18
M.D. of Acadia #34
Village of Empress
Town of Trochu
Special Area No. 4
Town of Coronation
M.D. of Acadia No. 34
Town of Drumheller
Village of Rockyford
Village of Rockyford
Town of Oyen
Special Areas Board
Special Areas Board
Village of Consort

ABSENT

Mr. Wayne Richardson
Mr. Dennis Kuiken
Ms. Lorena Scheffelmaier
Mr. Rick Fair
Mr. Skip MacArthur
Mr. Don Cuthill
Mr. Steve Hayes
Mr. Pat Gorcak
Ms. Tammy Olds
Ms. Tracey Anderson
Mr. Bob Allen

REPRESENTING

County of Paintearth No. 18
Village of Acme
Town of Coronation
Village of Delia
Village of Morrin
Village of Standard
Village of Munson
Village of Veteran
Village of Cereal
Village of Hussar
Village of Youngstown

STAFF

Mr. Brad Wiebe, Chief Executive Officer/Senior Planner
Mrs. Kari Bott, Executive Assistant
Mr. Garry Wilson, Planner I
Mrs. Charlene Viste, Planner/Sustainability Coordinator
Mrs. Michele Buchwitz, Planning Assistant

Mr. Annon Hovde, the Agency's Chairperson, called the meeting to order at 4:00 p.m.

1. Introductions

Mr. Annon Hovde welcomed all members and thanked them for attending.

2. Approval of Agenda

MOTION BY: Mr. Bert McFadyen

"That the agenda for the June 23 Full Membership Meeting be approved."

CARRIED

3. Approval of November 20th, 2009, Full Membership Meeting Minutes (Attachment #1)

MOTION BY: Mr. Fred Walters

"That the minutes of the November 20th, 2009, Organizational & Full Membership Meeting be approved."

CARRIED

4. Business Arising from the Minutes

No business arising.

5. Appointment of Auditors for 2009-2010

MOTION BY: Mr. Art Standing

"To accept the audit proposal in response to PRMS' RFP, from Endeavor Chartered Accountants for the audit fee of \$8,465+GST, and \$965+GST for the preparation of the LAPP audit; for the years ending December 31, 2010, 2011 & 2012."

CARRIED

6. Chairman's Report – Mr. Annon Hovde

Mr. Annon Hovde reported on Palliser's activity to date, indicating that Wheatland County's withdrawal from PRMS has led to improved service for the member municipalities. Municipal representatives were thanked for their valuable input at a strategic planning session held in May that has led to the creation of Palliser's new Strategic Plan. Mr. Hovde thanked all board members for their contributions to Palliser and the staff for their dedication and hard work.

7. Financial Update – Mr. Tim Ell of Endeavor Chartered Accounts reviewed the 2009 financial audit.

MOTION BY: Mr. Dale Kent

"To accept the 2009 audit review as presented."

CARRIED

8. Activity Review

- i) **Safety Codes** – Mr. Paul Salvatore reported on the significant decline in the dollar value of the permits as the majority of construction taking place has been residential, and while the number of permits has not decreased the value of the permits has been significantly less. After addressing questions, he indicated that the permit fees have not changed and Superior's inspection fees have remained the same as well for 2009.

MOTION BY: Mr. Don Guidolin
 "To accept the Safety Codes information as presented."
CARRIED

- ii) **Planning Activity** - Mr. Brad Wiebe indicated the PRMS work plan has followed a first-come first-served approach for MDPs, IDPs, ASPs, ARPs and Land Use Bylaw reviews along with other municipal policy or planning projects however the current model will be phased out and a new business model will be established. Each member municipality will have a complete planning policy review every 5 years with necessary updates and policy development to be part of the requisition based services. The new program is to be ready for implementation in January 2011.

MOTION BY: Mrs. Shirley Buyer
 "To accept the Planning Activity report as presented."
CARRIED

- iii) **Subdivision Activity** – Mr. Garry Wilson reported that subdivision activity is up slightly from this time last year and is comparable to the pre-peak years of 2006, 2007 and part of 2008. In fact, this is the first time in a number of years that the number of urban subdivision applications nearly equals the rural applications. In previous years the rural applications have far exceeded the "urbans".

MOTION BY: Mr. Dale Kent
 "To accept the Subdivision Activity report as presented."
CARRIED

- iv) **PRISM GIS Special Projects** – Mr. Brad Wiebe reported that since the completion of Prism I, PRMS has been working on the next phase of the PRISM Regional GIS project. The new MIMS upgrade project has been slowed down due to software incompatibility but the website has been upgraded with the map guide enterprise software. Currently PRMS is actively involved in managing data sets for the Alberta Municipal Data Sharing Project and recruiting member municipalities to join AMDSP to improve emergency response coverage. PRMS hopes to be on the road soon to query member municipalities about what they would like to see from PRISM and to provide training on the PRISM web page usage.

MOTION BY: Dr. John Kaster
 "To accept the PRISM GIS report as presented."
CARRIED

- v) **PRMS Exploration Grant I** – Mr. Brad Wiebe informed those present that the exploration grant 1 received from Municipal Affairs in 2008 with Special Areas as the managing partner is continuing to move forward with the recent completion of the Regional Profile. The Strategic Business Plan is in draft form and will be presented this evening and a communications strategy will be developed during the summer months with completion scheduled for the fall.

MOTION BY: Dr. John Kaster
 "To accept the PRISM GIS report as presented."
CARRIED

- vi) **AUMA MSP Pilot Project**– Ms. Charlene Viste reported on the municipal sustainability planning initiative that PRMS has been engaged in with the municipalities of Beiseker, Irricana, Carbon, Acme, Linden and Drumheller. Additionally PRMS worked with the municipalities of Rockyford, Delia and Hanna to complete their integrated community sustainability plans. The MSP pilot project is nearing completion with 3 of the 6 msp's finalized and adopted with the implementation stage their next step. A Regional Partnership MSP is in the preliminary stages with a workshop facilitated by PRMS to be held June 29th.

MOTION BY: Mr. Rod Briggs
 "To accept the AUMA MSP Pilot Project report as presented."
CARRIED

- vii) **Rail Recovery Project** - Mr. Brad Wiebe advised that an offer to purchase the rail line assets was submitted earlier this spring followed by a response from CNR with areas for improvement of the offer. A revised offer was submitted and CNR recently provided a counter-offer. The difference in the valuation of the rail line assets is extensive at this time but the Oyen-Lyalta Rail Company will continue to negotiate for a fair and reasonable purchase price. At the recent Rail Company Board of Directors' meeting held on June 21 discussions included the potential need for municipal bylaws for the maintenance and reclamation of railway property in the instance that a deal cannot be reached and the rail assets are salvaged by CNR. Additional funding sources are being researched by the Board of Directors and consultants.

MOTION BY: Mr. Art Standing
 "To accept the CN Rail Recovery report as presented."
CARRIED

- viii) **Joint Assessment Review Board** – Mr. Brad Wiebe indicated that at this time, PRMS is waiting to receive the final resolutions from the participating member municipalities and at such time everything will be in place to proceed.

MOTION BY: Mr. Don Guidolin
 "To accept the Joint Assessment Review Board update as presented."
CARRIED

9. **PRMS Strategic Business Plan 2010-2013**

Mr. Brad Wiebe discussed the process that was taken to draft the Strategic Business Plan; informing those in attendance of the informal meetings held with CAO's this spring and the strategic planning session facilitated by Terry Vaughan of Alberta Culture and Community Spirit on May 19. From the information provided, the draft of the strategic business plan was developed. Brad reviewed the plan through a power point presentation.

MOTION BY: Mr. Don Guidolin
 "To accept the Strategic Business Plan 2010-2013 as presented."
CARRIED

10. Articles of Association – Alterations and Amendments– Mr. Brad Wiebe

Mr. Brad Wiebe informed those present of the necessity to update the articles of association and the steps to be taken as advised by Brownlee Barristers & Solicitors. Discussion focused on the length of time that a municipal member has in which to withdraw from PRMS and the remuneration paid to the Board of Directors.

MOTION BY: Mr. Fred Walters

“To amend the Articles of Incorporation as such: ‘A shareholder shall cease to be a Shareholder: At the date of the Annual General Meeting which is the first Annual General Meeting after the Withdrawing Shareholder gives to the Company two (2) years notice of its desire to cease to be a Shareholder’”

CARRIED

MOTION BY: Mr. Barrie Hoover

“To amend the Articles of Incorporation as such: ‘Notwithstanding the foregoing, a Shareholder may cease to be a Shareholder upon a Shareholder’s request and the written unanimous consent of all of the Shareholders, in accordance with any negotiated settlement as agreed to by the Shareholders, which shall be effective as of the date set forth in such consent.’”

CARRIED

MOTION BY: Dr. John Kaster

“To amend the Articles of Incorporation as such: ‘A Director may be paid compensation by the Company for services as a Director in accordance with a schedule of rates as approved by resolution of the Board and shall include per diem for meetings and any reasonable out-of-pocket expenses necessarily incurred by the Director in the performance of any services required of, or requested by, the Board and/or extraordinary to the regular duties of a Director.’”

CARRIED

MOTION BY: Mr. Barrie Hoover

“To approve all remaining amendments to the Articles of Incorporation as delivered in the Resolution of PRMS dated June 23, 2010.”

CARRIED

11. General Discussion:

Mr. Brad Wiebe presented a review of the order of events leading to Wheatland County’s early withdrawal from PRMS. Discussion revolved around clarification of time lines and the procedure to take to remove Wheatland County as a shareholder.

MOTION BY: Mr. Bert McFadyen

“According to the Articles of Incorporation, a requisition fee invoice will be sent and if the fee is not paid in the required timeframe, the Board is able to take actions considered necessary including removing the shareholder.”

CARRIED

12. **Other – Door prizes** - were drawn and the winners were: Lois Bedwell, Mel Bingeman, Dale Kent, Gerald Rehman and George Glazier.


13. **Next Meeting** – November 2010, date to be announced

14. **Adjournment**

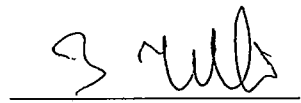
Chairman Mr. Annon Hovde reminded those in attendance of the meal that will be served and the networking to occur following the meeting.

MOTION BY: Mr. Dale Kent
"That the meeting be adjourned at 6pm."

CARRIED



Chairman
Mr. Annon Hovde



Recording Secretary
Mr. Brad Wiebe