

# ANNUAL GENERAL MEETING—Fall 2010

November 4, 2010

## MESSAGE FROM THE CHAIRMAN



**Dear Municipality Members,**

I would like to take this opportunity to thank my fellow board members John Kaster, Barrie Hoover, Wayne Richardson, Art Standing, Don Guidolin and Dale Kent. Their contribution and dedication over the years made for an effective decision making group for Palliser Regional Municipal Services Ltd. and their support has been greatly appreciated.

PRMS experienced a year of positive change and I wish to thank the municipal representatives who participated and provided the vital information necessary to create the new Strategic Business Plan. Through the development of this plan Palliser Regional Municipal Services Ltd. is moving forward in providing our region with the most efficient and cost-effective community planning services available.

2010 saw a few changes within the staffing structure as we said good bye to Ed Hart and Charlene Hoffman and welcomed Justin Hill to our organization. I would like to recognize CEO Brad Wiebe and his staff Garry Wilson, Justin Hill, Michele Buchwitz & Kari Bott for their continued effort in ensuring that PRMS provides professional services with the expertise that supports regional cooperation and communication.

I have found my time as chairman to be a rewarding experience. It was another busy year but certainly one with positive achievements to move PRMS forward into 2011.

**- Annon Hovde**

# ANNUAL GENERAL MEETING—Fall 2010

PALLISER REGIONAL MUNICIPAL SERVICES

## MUNICIPAL MEMBERS & PRMS REPRESENTATIVES

County of Paintearth No. 18	Rocky Dahmer
M.D. of Acadia No. 34	Vince Grudeki
Special Area 2	Norman Storch
Special Area 3	Kevin Wilson
Special Area 4	Lawrence Letniak
Starland County	Barrie Hoover
Town of Castor	Dennis Filipenko
Town of Coronation	Dawna Elliot
Town of Drumheller	Sharel Shoff
Town of Hanna	John Kaster
Town of Oyen	Lois Bedwell
Town of Trochu	Chris Reeds
Village of Acme	Fred Theaker
Village of Beiseker	Bruce Rowe
Village of Carbon	Shirley Buyer
Village of Cereal	Tami Olds
Village of Consort	Gerald Rehman
Village of Delia	Gordon Isaac
Village of Empress	Roderick Briggs
Village of Halkirk	Dale Kent
Village of Hussar	tbd
Village of Linden	Annon Hovde
Village of Morrin	Lloyd Hodge
Village of Munson	Steve Hayes
Village of Rockyford	Julie Gaudett
Village of Standard	Don Cuthill
Village of Veteran	Janice Allison
Village of Youngstown	tbd

# ANNUAL GENERAL MEETING—Fall 2010

PALLISER REGIONAL MUNICIPAL SERVICES COMPANY LIMITED



## FULL MEMBERSHIP AND NOVEMBER GENERAL MEETING AGENDA

Thursday November 4, 2010 – 4:00PM  
Palliser Regional Municipal Services Boardroom, Hanna

- 
- **Welcome** – Chairman, Mr. Annon Hovde
  - **Approval of Agenda**
  - **Approval of June 23, 2010 General Meeting Minutes**
  - **Business Arising from the Minutes**
  - **Chairman's Report** – Mr. Annon Hovde
  - **CEO's Report** – Brad Wiebe
  - **Financial Report** – Brad Wiebe
    - 3 year financial plan
    - 2011 Budget
  - **Activity Review**
    - i. Safety Codes/Building Activity – Paul Salvatore/Cindy Woods
    - ii. Planning Activity – Brad Wiebe
    - iii. Subdivision Activity – Garry Wilson
    - iv. PRISM GIS Special Projects – Justin Hill
    - v. Exploration Grant – Regional Profile, Strategic Business Plan, Communications Strategy – Brad Wiebe
    - vi. AUMA MSP Pilot Project – Brad Wiebe
    - vii. Rail Discontinuance Recovery Project – Brad Wiebe

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PALLISER REGIONAL MUNICIPAL SERVICES

PALLISER REGIONAL MUNICIPAL SERVICES COMPANY LIMITED



## FULL MEMBERSHIP AND NOVEMBER GENERAL MEETING AGENDA

Thursday November 4, 2010 – 4:00PM  
Palliser Regional Municipal Services Boardroom, Hanna

- **General Discussion**
- **Elections**
  - \*Note a) two acclaimed members of Urban Municipal Authorities who pay the highest requisition: Town of Drumheller, Town of Hanna
  - b) two acclaimed members of Rural Municipal Authorities who pay the highest requisition: Special Areas Board and County of Paintearth
  - c) three other representatives elected by the shareholders
  - d) such other Directors as elected
- **Next Meeting – June 2011**
- **Adjournment**

\*\*\*\*\*DINNER, DOOR PRIZES, NETWORKING\*\*\*\*\*



# ANNUAL GENERAL MEETING—Fall 2010

PALLISER REGIONAL MUNICIPAL SERVICES

## 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 Slempe  
Mr. Jordon Christianson  
Mr. Gerald Rehman

### 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, CAO  
Mr. Bob Allen

### 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

### 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

### 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

# ANNUAL GENERAL MEETING—Fall 2010

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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.

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**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 Exploration Grant report as presented."  
**CARRIED**

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- 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 29<sup>th</sup>.

**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**

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**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**

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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**

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Chairman  
Mr. Annon Hovde

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Recording Secretary  
Mr. Brad Wiebe

# ANNUAL GENERAL MEETING—Fall 2010

## CEO REPORT

2010 has been a year of positive change in the Palliser Regional Municipal Services (PRMS) organization. A necessary restructuring of PRMS was started to ensure we are effectively meeting the needs of our member municipalities in the core service areas of municipal land use planning, subdivision, mapping, GIS, and Safety Codes. 2010 began with a strategic business plan process that provided for the input of the full PRMS membership. The goal was to develop a strategic plan that listened to the needs and wants of the municipal members and that meets with the agreed upon objectives in an effective and efficient manner.

A solid strategy was developed from this process that will be utilized for the upcoming years to implement the action plans that were developed. A key consideration that resulted from this plan was the need to ensure that core services are funded in a sustainable manner whereby PRMS is able to meet the service level expectations of the members. A preliminary 3 year financial plan has been developed to allow this process to be phased in with sustainable funding levels established by 2013.

The staffing structure of PRMS has seen changes over the past year. Ed Hart, GIS Coordinator vacated in July and has been replaced by Justin Hill. Justin brings a vast knowledge of the GIS and IT environment and will bring a fresh perspective on these important business areas that have great potential to support the municipal operations of our members. Charlene Hoffman, Sustainability Coordinator moved on to Leduc County at the end of October to begin a career as a Municipal Planner. The staffing structure is in the process of being redeveloped along with the 3 year financial plan to put the necessary pieces in place for organizational success.

PRMS is fortunate to have great people involved with our organization. The people we have are at the heart of a successful business. A big 'Thank You' goes out to our staff, Board of Directors, municipal representatives and administrative personnel who support the work of Palliser Regional Municipal Services so that we may continue working hard to achieve positive results in our communities.

- Brad Wiebe RPP, MCIP -



## STAFF MEMBERS

Brad Wiebe  
Kari Bott  
Garry Wilson  
Michele Buchwitz  
Justin Hill

CEO & Director of Planning  
Executive Assistant  
Subdivision Planner  
Planning Assistant  
GIS Coordinator

# ANNUAL GENERAL MEETING—Fall 2010

## PLANNING

### Municipal Statutory Planning Activity Update

The Palliser Regional Municipal Services (PRMS) work plan has followed a first-come first-served approach for the development of statutory plans such as Municipal Development Plans (MDP's), Inter-Municipal Development Plans (IDP's), Area Structure Plans (ASP's), Area Redevelopment Plans (ARP's), and Land Use Bylaw reviews along with other municipal policy or planning projects including annexation applications, addressing policies, growth studies, etc. ***The current model is intended to be phased out to develop a more structured delivery model as service delivery problems have resulted from the first-come first-served approach due to the lack of sufficient staffing to keep up with the demand for planning policy development.***

### ***The 2010 Policy Planning work plan contains the following projects:***

#### Rural:

- |                           |  |
|---------------------------|--|
| <b>M.D. of Acadia</b>     | - Transportation and Subdivision Concept Designs<br>- Municipal Development Plan<br>- Land Use Bylaw (to follow) |
| <b>Special Area No. 2</b> | - Inter-municipal Development Plan with Town of Hanna  |
| <b>Special Areas</b>      | - Land Use Order Office Consolidation  |

#### Urban:

- |                           |   |
|---------------------------|---|
| <b>Town of Hanna</b>      | - Canada Grey Landing Area Structure Plan (Completed as Bylaw 950-2010)<br>- Inter-municipal Development Plan with Special Area No. 2<br>- Municipal Development Plan ('State of the Town' background report started)<br>- Land Use Bylaw (2011)<br>- Annexation Application completion |
| <b>Town of Oyen</b>       | - Recreation Master Plan  |
| <b>Town of Drumheller</b> | - Land Use Bylaw Amendments Package May 2010 and Office Consolidation of LUB  |
| <b>Town of Coronation</b> | - Road Closures and Consolidations Package  |
| <b>Town of Castor</b>     | - Municipal Development Plan<br>- Land Use Bylaw  |
| <b>Village of Morrin</b>  | - Residential Subdivision Design Concepts   |

#### Other Projects and Services:

- |   |   |
|---|---|
| <b>3 Joint Assessment Review Boards</b> | - Development and Assistance  |
| <b>M.D. of Provost</b>                  | - Wind Energy Conversion System Updates<br>in the Land Use Bylaw and Municipal Development Plan |

# ANNUAL GENERAL MEETING—Fall 2010

## PLANNING

### 2011 and beyond:

In accordance with the PRMS 2010-2013 Strategic Business Plan action plans, a strategy is to be developed in the coming months whereby PRMS will be accountable for the delivery of a complete planning policy review for each member municipality every 5 years with the necessary updates and policy development as part of the requisition based services. The new program is to be ready for implementation in January 2011.

### **The 2011 Planning Policy Work Plan is tentatively developed to include:**

#### Rural:

- M.D. of Acadia** -- Land Use Bylaw
- Special Area No. 2** -- Intermunicipal Development Plan with Town of Hanna
- Special Areas** -- Land Use Order

#### Urban:

- Town of Hanna** -- Intermunicipal Development Plan with Special Area No. 2  
-- Municipal Development Plan  
-- Land Use Bylaw
- Village of Delia** -- Municipal Development Plan  
-- Land Use Bylaw
- Village of Standard** -- Land Use Bylaw

## SPECIAL PROJECTS

### PRMS Exploration Grant I – Strategic Business Plan provides a solid direction for the future

The exploration grant I received from Municipal Affairs in 2008 with Special Areas as the managing partner contains a regional profile, strategic business plan update and communications strategy. The Strategic Business Plan was formally adopted at the 2010 spring AGM including a revised mission and vision and strategy for long term success of the Palliser organization. The Communications Strategy is in draft form and will be completed before year end.

### 2010-2013 Strategic Business Plan Highlights:

**The key message received through this process is to stick to what we know and develop the necessary capacity to be able to effectively provide the core or critical services before considering additional regional service opportunities.**

A comment from the facilitated strategic planning session was that **'It was nice to be reminded today about the volume and scope of the services that are delivered by PRMS.**

Core Services recognized as those services that all members have access to and are primarily funded by requisition fee requirements:

SUBDIVISION SERVICES (User Pay)

LONG RANGE PLANNING – STATUTORY PLANS AND LAND USE BYLAWS

COMMUNITY PLANNING ADVICE AND ASSISTANCE

MAPPING AND DATABASE SERVICES

SAFETY CODES ADMINISTRATION (User Pay)

COMMUNICATIONS

# ANNUAL GENERAL MEETING—Fall 2010

## Revenue/ Funding Needs:

**There needs to be separation and accountability for the various services provide to ensure that special projects are not utilized to subsidize the regular planning functions of the agency. This situation occurred over the past 5 years whereby PRMS underfunded the regular planning functions and relied on grants to subsidize those revenue needs.**

Develop a funding formula whereby the regular functions (core services) receive the necessary funding to be able to meet the requirements of the members in these areas.

Action plans were developed for each of the recognized service activities.

## Implementation:

Action plans were developed as part of the adopted strategic business plan.

Action plans to be implemented over the next three years.

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## PRISM II

A second exploration grant was approved in 2009 for \$75,000, with the Town of Drumheller as the managing partner, to provide for enhancements to the Palliser Regional Information Services Management (PRISM) program. The grant funding request includes a user analysis, development of a training and support program and development of an action plan to improve the effective usage of GIS in the Palliser region.

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## PRISM PROGRAM DEVELOPMENT

Palliser Regional Information System Management (PRISM) has been an ongoing project for the past number of years for Palliser Regional Municipal Services (PRMS). The objective was to form an open source GIS platform whereby member municipalities could gain access to GIS data such as parcel and title information, and infrastructure locations. The source of this data was to be primarily from the Municipal Information Management System (MIMS). The original project outcome was successful in that an open source GIS website was created using Mapguide for the mapping framework.

The PRISM system however, has seen limited usage since its creation, and as such has seemingly failed to provide the service it intended. Member usage of PRISM is infrequent at best and so far the MIMS dataset has not been as helpful as originally planned. PRMS, understands the value of GIS and the service it can provide, and as such has created an Exploration Grant Project to investigate and recommend changes to the system, in order to provide a GIS system that will be useful for the PRMS members.

The Exploration Grant was kicked off in October 2010 with the hiring of the new GIS Coordinator. The current status of this grant is still in its early investigation phase. A meeting has been set up for November 9<sup>th</sup> with the PRISM user group to begin discussions looking into the reasons for the current lack of usage of the PRISM system and to locate areas where the system can be improved. There is also continuing research being done on similar successful systems which may facilitate planning of a model GIS system. Much of the early phase of this grant has been investigating and getting up to speed on the origins of the PRISM system, as a solid base understanding of the former process is essential in ensuring that similar shortcomings are not repeated. The future of the PRISM system is limitless. GIS at its core is a tool that aids in not only data storage and maintenance, but also a tool that can be very beneficial in planning. It is hoped that a new GIS system can be used and molded into an entity that will not only be useful to municipalities, but will also simplify the work that they already do and assist in planning and decision making. It is the vision of the GIS Coordinator that the PRISM project can be used as a springboard to bring PRMS into the cutting edge of what is possible with open source GIS technology. New technology such as ArcGIS Server is being looked at, to evaluate whether it will house the PRISM project better than the current Mapguide software.

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## AMDSP

The Alberta Municipal Data Sharing Project (AMDSP) is another current initiative being looked at by PRMS. PRMS is currently a member of the AMDSP committee. The committee was formed as part of the Southern Alberta Emergency Routing Project (SAERP) where specific, local, GIS data can be used to facilitate emergency response in local rural communities.

The dataset of this project is to populate information on road and addressing points as well as to tie in point of interest data that is specific to a local municipality. In the current system emergency response times may be delayed, in that specific addressing for smaller municipalities in many cases does not exist. In such cases, a home owner may not know his legal land description of his residence, what he does know, however, is the local (not always official) name of the street he lives on and local identifying points such as grain silos, signs or intersections.

AMDSP hopes to collect this data from municipalities and store it in a way that it is accessible for emergency services in that these rural addresses can be found with minimal delay. A meeting was held on Oct 25, 2010 to discuss the go ahead phase of this project. During the course of this meeting an organization in BC (Integrated Cadastral Information Society, ICIS) was identified as a potential organization to model after as they are have been working on a similar project in BC for the last 10 years.

AMDSP will in the future need an organization to house and maintain the dataset and PRMS is being looked at as a possible scenario. It is thought that this data may coincide with the PRISM project data and may set PRMS up to provide another valuable service to Southern Alberta. A future meeting on November 19, 2010 has been set up to further discuss the direction of AMDSP and to generate a solid business plan on which to build. PRMS will continue to participate in talks and to potentially take on a larger role in this program.

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## Railway Valuation

PRMS is currently involved in acquiring land acreage information to be used in an appraisal process for the railway line from Oyen to Lyalta. Information from various sources on land titles for the required areas are being collected and analyzed to provide acreage information. This information will then be overlaid onto existing aerial photography to provide a usable map for appraisers to value this land as appropriate.

Data sources such as Altalis have so far proved to be incomplete and additional sources are being sought to fill in the gaps in the information. This has involved the coordination of data from counties such as Special Areas, Starland and Wheatland.

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## GIS Data Management

Since joining PRMS the GIS Coordinator has noticed areas for potential improvement in the storage and handling of GIS data. Currently on the PRMS servers ESRI shapefiles are used as the primary data format for geographic data. In the opinion and experience of the GIS coordinator shapefiles are more easily maintained when stored as feature classes in file and personal geodatabases.

The primary advantage of using feature classes and geodatabases over shapefiles is that a geodatabase allows the storage of several feature classes and keeps information such as cartographic themes intact. The advantage of this for PRMS is that when the same feature class is used in several map layouts the legend themes never change allowing for a level of consistency between maps with less work in constantly comparing and contrasting previous maps.

Creating geodatabases and organizing all the current shapefiles into feature classes is fairly work intensive, however, once created maintaining the system is relatively simple and will help improve the overall integrity and consistency of PRMS's geographic data.

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## General File Management

Similar to the current method of storing shapefiles and geographic data, the current methodology for file storage needs improvement. Under the current format, finding the files that are the most current is tricky. File and folder naming conventions need to be standardized to ensure maximum facility of retrieval.

It is suggested that the folders available on PRMS servers be organized in such a way that each folder has subfolders that are consistently named and organized. It is further recommended that files be named and organized in a way that when looking for a particular file, the root path is the same regardless of the parent folder.

As with all data organization, the initial work to organize that data is intensive. However, once done, it will eliminate the current problems with file locations.

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## PRMS Website Updates and Maintenance

The GIS Coordinator is currently also involved in the updating and maintenance of the company website. As a lesser priority it is suggested that thought be given into a total overhaul of the webspace.

Currently the company website is outdated in terms of function and design. A more modern style webspace may further reinforce the notice that PRMS is a progressive company and is in tune with the latest technologies. Perhaps a good time to re-vamp the webspace, would be when the new GIS system is up and running creating a web portal that is clean and progressive whereby the member municipalities can view and access geographic data for their respective areas.

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## Conclusion

The first few weeks of the GIS Coordinator's tenure of employment, has been very productive. A background understanding of the company has begun to be formed as well as areas identified where the role of GIS Coordinator can be enhanced. The coming months will be very exciting as a new GIS system begins to evolve and new opportunities such as participation in AMDSP are explored.

It is anticipated that changes into file management of both spatial and non spatial data will aid in the organization of PRMS and will facilitate file location and retrieval and will simplify the file management system. In the future, it may be beneficial for some in house training of staff into the basics of GIS data management and training into the use of the new ArcGIS 10 be explored.

PRMS is a company with a proven track record and a sound business plan, the current programs undertaken by not only the GIS coordinator, but of all staff will continue to further garnish the already excellent reputation that PRMS has enjoyed for many years.

# ANNUAL GENERAL MEETING—Fall 2010

## REGIONAL MUNICIPAL SUSTAINABILITY PLAN PROJECT

MSP's have been completed for all six communities involved in the Beiseker Region Project under the AUMA Pilot Project. Communities involved were as follows; Village of Beiseker, Village of Acme, Village of Carbon, Town of Irricana, Village of Linden, Town of Drumheller. With the completion of individual MSP's Palliser held a regional workshop to gather information to develop a Regional Sustainability Partnership Plan.

**The Regional Sustainability Partnership Plan - Vision:** *“Regional Sharing of Information”*

The plan consists of a diverse group of unique and independent communities working together to provide an extraordinary place to reside, work, play and grow in a safe and healthy environment, while enhancing economic development, leading to prosperity and sustainability for all. The majority of the municipalities struggle with declining volunteerism and social engagement.

### Individual Community Actions

The need for more diverse housing options

Promoting of community events

Marketing of current available services

Clean up of unsightly/derelict buildings

Updating of current planning documents

Increase communication with public

To date there have been community engagement sessions in each of the communities that have brought residents together to share their vision and dreams for their community.

As a result of these meetings and open houses, actions were formed and each community will now work towards implementation of their Municipal Sustainability Plan.

A celebration and implementation workshop was held by AUMA in Edmonton. Useful tools were introduced to help communities look at ways to engage citizens in meaningful ways in the hopes of getting them to reconnect to their community.

# ANNUAL GENERAL MEETING—Fall 2010

## RAIL DISCONTINUANCE RECOVERY PROJECT— Government Offer Stage

At the 2008 PRMS November AGM the members requested that Palliser look into coordinating a plan for the announced CNR rail line discontinuance between Oyen and Lyalta, AB. A funding request was made to the Provincial Rural Community Adaptation Program (RCAP) in early 2009 for financial assistance to develop a rail continuance recovery plan for the region. PRMS was approved for funding to complete a comprehensive economic and business diversification strategy that outlines feasible options to obtain and administer an abandoned rail-line, to support and facilitate the region's transportation system and surrounding area growth. A Phase 2 RCAP grant to include the due diligence requirements for rail line acquisition was approved in Fall 2010 to carry forward with the project should the rail corporation or municipalities continue to acquisition.

PRMS has partnered with residents, businesses, municipalities, consulting firms and other stakeholders to deliver a coordinated suite of seven activities to complete the development of the strategy.

The activities are:

- 1) maximize community input
- 2) Research and information gathering
- 3) Rail Line Assessment
- 4) Feasibility/ Business Plan
- 5) Opportunity Analysis
- 6) Planning Issues
- 7) Rail Line Acquisition (Phase 2)

The project has included multiple public meetings to determine the level of local interest, a high level of research into existing rail closure policies and programs in Alberta and beyond, and

A feasibility study and business plan were completed in October by RailWest Management Ltd. with the primary rationale of acquiring the rail line to be utilized for existing grain production and future industry in the region. Results are available at [www.blrail.net](http://www.blrail.net). The business plan depicts that a grain producer could save up to \$1,200 for each loaded producer car minus the cost to move that car from the established short line to Lyalta or Oyen where CNR would pick it up.

The study has involved assistance from a steering committee made up of local municipal councillors and reeves in communities located along the rail line, the development of a corporation made up of local agricultural producers and community members interested in the retention of railway operations to develop capital through share offerings and negotiate with CN for the purchase of the rail assets. The established rail company attempted to purchase the line during the commercial interest stage. Unfortunately, the Rail co. was unsuccessful in obtaining agreement with CN for the retention of railway operations in the region.

# ANNUAL GENERAL MEETING—Fall 2010

## **Government Offer Stage:**

The government interest stage is the next step in the legislated process. The Province receives notice and 30 days to express interest in acquiring the railway. If no interest is expressed, the municipalities receive an additional 30 days to express interest to acquire the rail assets. This process was set to expire on October 18<sup>th</sup>, 2010.

A meeting was held with the municipalities on October 15<sup>th</sup> to determine the level of interest in proceeding to provide CN with an acceptance letter. It was determined at that meeting that there was enough support from the municipalities along the Drumheller Subdivision (Hanna to Lyalta portion) to proceed with an expression of interest to acquire the line or portions thereof. It was determined that the Oyen subdivision did not have the necessary support to proceed with a municipal expression of interest. CN has provided until December 15<sup>th</sup> to continue to look at options for the purchase of the Oyen subdivision. The rail company will continue to consider methods to retain this portion of the railway in collaboration with the interested municipalities.

The expression of interest for the Drumheller subdivision provides the municipalities with a further 90 days to negotiate with CN on the terms of a purchase agreement. If after the 90 day period there is no agreement on terms, either party has the ability to go to the Canadian Transportation Agency to provide a determination to the Net Salvage Value (NSV). If this were to occur, the NSV would be a binding value for both parties.

## **Next Steps:**

A few of the important next steps that will be required will include the following:

- *determination of the viability of the rail operation in consideration of the portion(s) of the rail line that are considered for purchase and the results of professional reports*
- *the rail company/ municipalities to meet with Alberta Transportation Rail Division to determine the realistic requirements for operating a rail company*
- *The rail company to provide a letter of intent to the municipalities that they will actively proceed to operating the rail company including associated business plan requirements*
- *The municipalities have an interest in the land and will proceed to a deal for the land if it is determined that the rail operations are not viable in consideration of the final terms*
- *The municipalities to act as an agent with the Provincial Government to facilitate any funding requirements.*

PRMS will continue working with the municipalities and rail corporation in the capacity of project management and administration until the project is finalized.

# ANNUAL GENERAL MEETING—Fall 2010

## 2010 SUBDIVISION ACTIVITY



Table I entitled “Subdivision Applications by Municipality” depicts the subdivision activity for the previous 7 (seven) years. The activity in the last column, in bold numbers, represents the current year. Note that all the totals are to November 1 for comparison purposes. Table IV compares the activity of the municipalities by further breaking the applications of each municipality by the number of parcels or lots. Urban applications generally tend to have more lots created per application than rural applications.

“Subdivision Applications by Municipality” comparing the activity for the last (8) eight years shows that the subdivision activity is down by nine (9) applications to this same time as last year, and down significantly when compared to the peak years of 2005, 2006, 2007 and 2008. However, when the applications are broken down to subdivisions by parcel as shown in Table IV this year’s activity is above last year and comparable to two of the peak years of 2005 and 2006.

Eight of the twenty-eight (28) communities serviced by Palliser Regional Municipal Services (PRMS) reflect equal amount of activity as compared to this time in 2009 while five (5) showed a slight decrease in activity down to pre 2003 levels. Starland County, Special Areas at seven (7) applications each and the County of Paintearth at four (4) and non-member M.D. of Provost, with ten (10) applications have seen the highest level of rural subdivision activity to this point in time with a combined activity of approximately 60.5%. The Town of Drumheller contains the most urban subdivision activity with a total of 6 followed by both Hanna and Linden at two (2) each and Beiseker, Consort, Halkirk, Hussar, Morrin, Standard and Trochu all having one subdivision each.

When the total number of “parcels” or lots are taken into account, versus subdivision numbers, the urban applications tend to have more lot development per application. Roughly 39.5% (or 17 applications) were from our urban municipalities, while 60.5% (or 26 applications) were rural, (Table II – Subdivision by Type). When the number of lots or parcels is taken into consideration the percentages change to: 65% (or 77 lots) urban and 35% (or 41 lots) rural. The percentages show that the number of rural subdivision applications, being generally “first parcel out” are consistent when compared to previous years over the average.

# ANNUAL GENERAL MEETING—Fall 2010

## SUBDIVISION APPLICATIONS BY MUNICIPALITY—Table I

Percentage (%) of total yearly activity in brackets

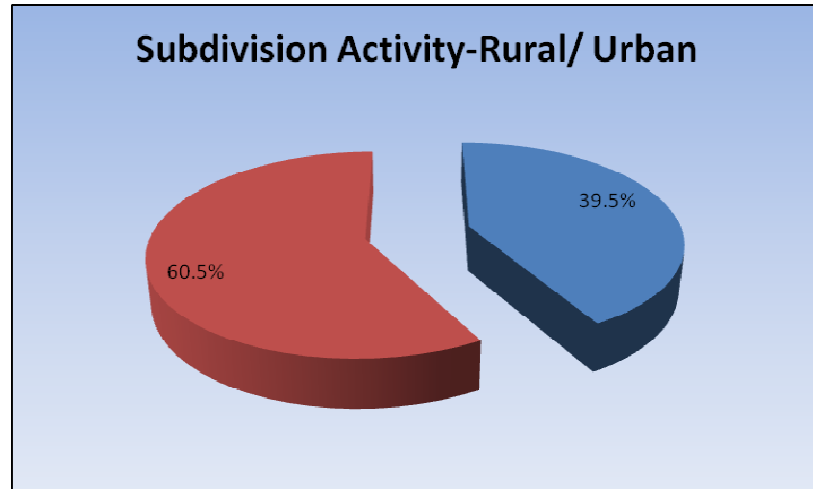
Municipality	2003	2004	2005	2006	2007	2008	2009	2010
M.D. Acadia				3 (3.6)	4 (4.8)	3 (3.4)	1 (1.9)	
Acme			1 (1.6)			1 (1.1)		
Beiseker	N/A	N/A	N/A	N/A	N/A	1 (1.1)		1 (2.3)
Carbon						2 (2.3)		
Castor		2 (4.2)		1 (1.2)	2 (2.4)	3 (3.4)		
Cereal			1 (1.6)					
Consort		1 (2.1)	1 (1.6)	1 (1.2)		1 (1.1)		1 (2.3)
Coronation					3 (3.6)	2 (2.3)	3 (5.8)	
Delia					1 (1.2)			
Drumheller	12 (24.5)	3 (6.3)	13 (21.0)	4 (4.8)	11 (13.3)	7 (7.9)	8 (15.4)	6 (14.0)
Empress				1 (1.2)		3 (3.4)		
Hanna	2 (4.0)	2 (4.2)	3 (4.9)	4 (4.8)	4 (4.8)	3 (3.4)	3 (5.8)	2 (4.7)
Halkirk		1 (2.1)		1 (1.2)		1 (1.1)	1 (1.9)	1 (2.3)
Hussar	N/A	N/A	N/A	N/A	N/A	1 (1.1)		1 (2.3)
Linden	3 (6.1)		2 (3.2)	3 (3.6)	2 (2.4)		3 (5.8)	2 (4.7)
Morrin	1 (2.1)		1 (1.6)		1 (1.2)			1 (2.3)
Munson				2 (2.4)		1 (1.1)		
Oyen		1 (2.1)		1 (1.2)	1 (1.2)			
Paintearth	5 (10.2)	3 (6.3)	8 (12.9)	6 (7.1)	5 (6.0)	9 (10.1)	7 (13.5)	4 (9.3)
Rockyford	N/A	N/A	N/A	N/A	N/A			
Special Areas	12 (24.5)	13 (27.1)	12 (19.4)	23 (27.3)	19 (22.9)	16 (17.9)	11 (21.1)	7 (16.3)
Standard	N/A	N/A	N/A	N/A	N/A	N/A		1 (2.3)
Starland	6 (12.2)	8 (16.7)	9 (14.5)	15 (17.8)	16 (19.3)	8 (9.0)	3 (5.8)	5 (11.6)
Trochu	1 (2.1)	2 (4.2)	2 (3.2)	2 (2.4)		4 (4.5)		1 (2.3)
Veteran		1 (2.1)			1 (1.2)			
Youngstown								
Gadsby**			1 (1.6)	1 (1.2)	1 (1.2)	3 (3.4)		
M.D. Provost**	7 (14.3)	11 (22.9)	8 (12.9)	16 (19.0)	12 (14.5)	20 (22.4)	12 (23.0)	10 (23.3)
<b>TOTALS</b>	<b>49</b>	<b>48</b>	<b>62</b>	<b>84</b>	<b>83</b>	<b>89</b>	<b>52</b>	<b>43</b>

\*All totals are to November 1 for comparison purposes

\*\* Non member Municipality

# ANNUAL GENERAL MEETING—Fall 2010

## SUBDIVISIONS BY TYPE—TABLE II



Per Application

YEAR	RURAL	URBAN
2010	26 (60.5%)	17 (39.5%)
2009	32 (61.5%)	20 (38.5%)
2008	52 (58.4%)	37 (41.6%)
2007	50 (60.2%)	33 (39.8%)
2006	58 (69.0%)	26 (31.0%)
2005	34 (54.8%)	28 (45.2%)
2004	34 (70.8%)	14 (29.2%)
2003	29 (59.2%)	20 (40.8%)

Per Parcel (Lot)

YEAR	RURAL	URBAN
2010	41 (34.8%)	77 (65.2%)
2009	33 (28.5%)	83 (71.5%)
2008	53 (19.0%)	226 (81.0%)
2007	58 (33.0%)	118 (67.0%)
2006	64 (57.1%)	58 (42.9%)
2005	47 (21.4%)	173 (78.6%)
2004	52 (53.6%)	45 (46.4%)
2003	31 (38.8%)	49 (61.2%)

# ANNUAL GENERAL MEETING—Fall 2010

Table III

NUMBER OF APPLICATIONS PER CLASSIFICATION BY MUNICIPALITY (2010)

Municipality	Country Residential	Farmstead Separation	Agricultural	Urban Residential	Industrial	Commercial	Recreational
M.D. Acadia							
Acme							
Beiseker				1			
Carbon							
Castor							
Cereal							
Consort						1	
Coronation							
Delia							
Drumheller				5		1	
Empress							
Hanna					1		1
Halkirk					1		
Hussar						1	
Linden				1		1	
Morrin				1			
Munson							
Oyen							
Paintearth	1	2					1
Rockyford							
Special Areas	1	6					
Standard				1			
Starland	1	2	2				
Trochu				1			
Veteran							
Youngstown							
Gadsby**							
M.D. Provost**	4	2	1		3		
<b>TOTALS</b>	<b>7</b>	<b>12</b>	<b>3</b>	<b>10</b>	<b>5</b>	<b>4</b>	<b>2</b>

\* The 2010 totals are to November 1, 2010

\*\* Non member Municipality

# ANNUAL GENERAL MEETING—Fall 2010

PALLISER REGIONAL MUNICIPAL SERVICES

Table IV—SUBDIVISION (by Parcel or Lot) APPLICATIONS BY MUNICIPALITY

(%) of yearly activity total in brackets

Municipality	2003	2004	2005	2006	2007	2008	2009	2010
M.D. Acadia				3 (2.7)	4 (2.3)	3 (1.1)	1 (0.9)	
Acme			0 (0.0)			1 (0.4)		
Beiseker	N/A	N/A	N/A	N/A	N/A	71 (25.3)		<b>24 (20.4)</b>
Carbon						42 (14.9)		
Castor		2 (2.1)		2 (1.8)	8 (4.5)	31 (11.1)		
Cereal			2 (0.9)					
Consort		8 (8.2)	1 (0.5)	2 (1.8)		1 (0.4)		<b>2 (1.7)</b>
Coronation					4 (2.3)	6 (2.2)	7 (6.0)	
Delia					2 (1.1)			
Drumheller	30 (37.5)	4 (4.1)	126 (57.2)	7 (6.3)	22 (12.5)	18 (6.5)	51 (44.0)	<b>24 (20.4)</b>
Empress				1 (0.9)		9 (3.2)		
Hanna	3 (3.8)	5 (5.2)	26 (11.7)	4 (3.6)	34 (19.3)	4 (1.4)	10 (8.6)	<b>6 (5.1)</b>
Halkirk		22 (22.7)		1 (0.9)		1 (0.4)	1 (0.9)	<b>3 (2.5)</b>
Hussar	N/A	N/A	N/A	N/A	N/A	1 (0.4)		<b>0 (0.0)</b>
Linden	10 (12.5)		3 (1.4)	18 (16.1)	28 (15.9)		10 (8.6)	<b>3 (2.5)</b>
Morrin	1 (1.2)		1 (0.5)		4 (2.3)			<b>9 (7.6)</b>
Munson				7 (6.3)		2 (0.7)		
Oyen		9 (9.3)		1 (0.9)	4 (2.3)			
Paintearth	4 (5.0)	4 (4.1)	9 (4.1)	6 (5.4)	5 (2.8)	12 (4.3)	7 (6.0)	<b>4 (3.4)</b>
Rockyford	N/A	N/A	N/A	N/A	N/A			
Special Areas	15 (18.7)	23 (23.7)	12 (5.5)	24 (21.4)	23 (13.1)	18 (6.5)	13 (11.2)	<b>7 (5.9)</b>
Standard	N/A	N/A	N/A	N/A	N/A	N/A		<b>0 (0.0)</b>
Starland	5 (6.2)	7 (7.2)	9 (4.1)	15 (13.2)	19 (10.8)	7 (2.5)	3 (2.6)	<b>5 (4.2)</b>
Trochu	3 (3.8)	1 (1.0)	5 (2.3)	4 (3.6)		32 (11.5)		<b>2 (1.7)</b>
Veteran		0 (0.0)			0 (0.0)			
Youngstown								
Gadsby**			3 (1.4)	1 (0.9)	2 (1.1)	3 (1.1)		
M.D. Provost**	9 (11.3)	12 (12.4)	23 (10.4)	16 (14.2)	17 (9.7)	17 (6.1)	13 (11.2)	<b>29 (24.6)</b>
<b>TOTALS</b>	<b>80</b>	<b>97</b>	<b>220</b>	<b>112</b>	<b>176</b>	<b>279</b>	<b>116</b>	<b>118</b>

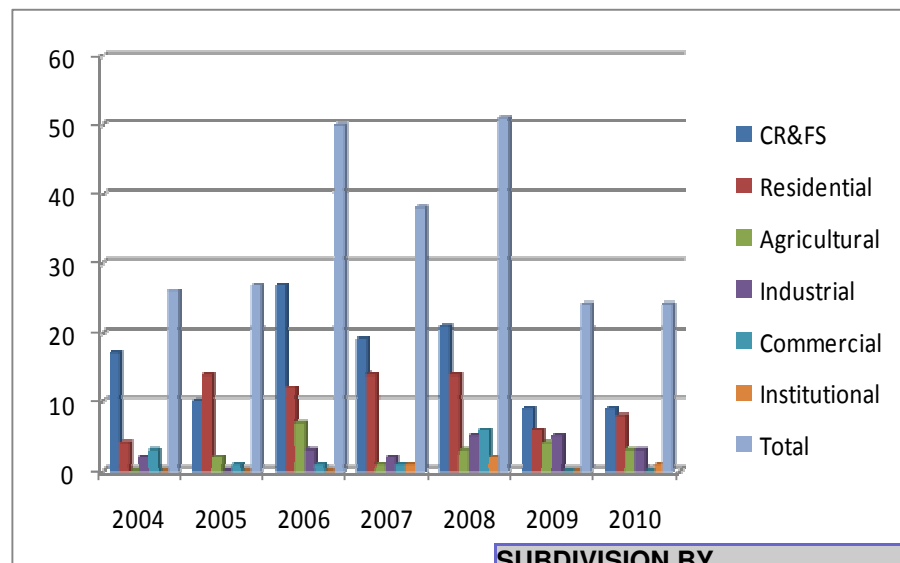
\* The 2010 totals are to November 1, 2010 \*\* Non member Municipality

# ANNUAL GENERAL MEETING—Fall 2010

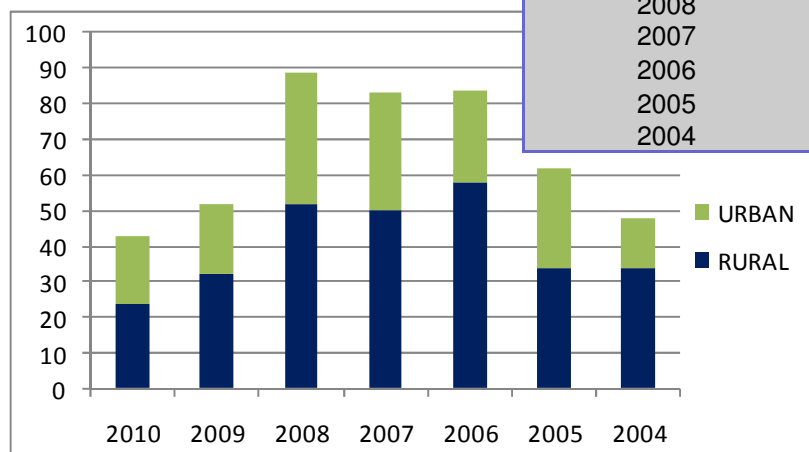
PALLISER REGIONAL MUNICIPAL SERVICES

## SUBDIVISION—By Classification & Type

	2004	2005	2006	2007	2008	2009	2010
CR&FS	29	35	45	36	37	58	19
Residential	52	26	23	33	33	15	11
Agricultural	4	5	11	18	4	4	3
Industrial	6	45	5	6	8	10	5
Commercial	22	5	2	6	6	4	2
Institutional	1	1	0	0	2	1	3
<b>Total</b>	<b>114</b>	<b>117</b>	<b>86</b>	<b>99</b>	<b>90</b>	<b>92</b>	<b>43</b>



SUBDIVISION BY TYPE:	RURAL	URBAN
2010	24	19
2009	32	20
2008	52	37
2007	50	33
2006	58	26
2005	34	28
2004	34	14

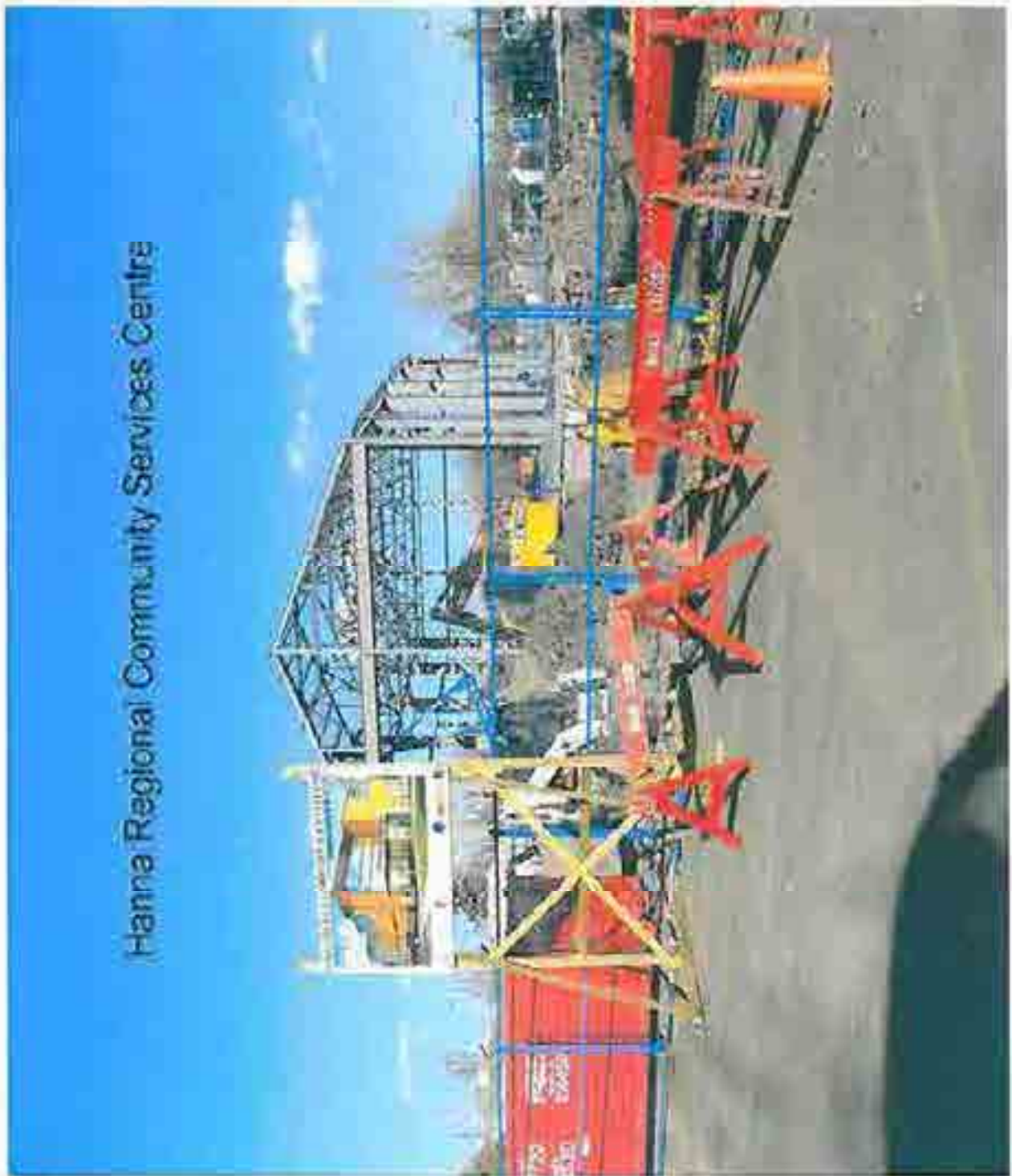


## Town of Drumheller Community Facility



PALLISER REGIONAL MUNICIPAL  
SERVICES

# ANNUAL GENERAL MEETING—Fall 2010

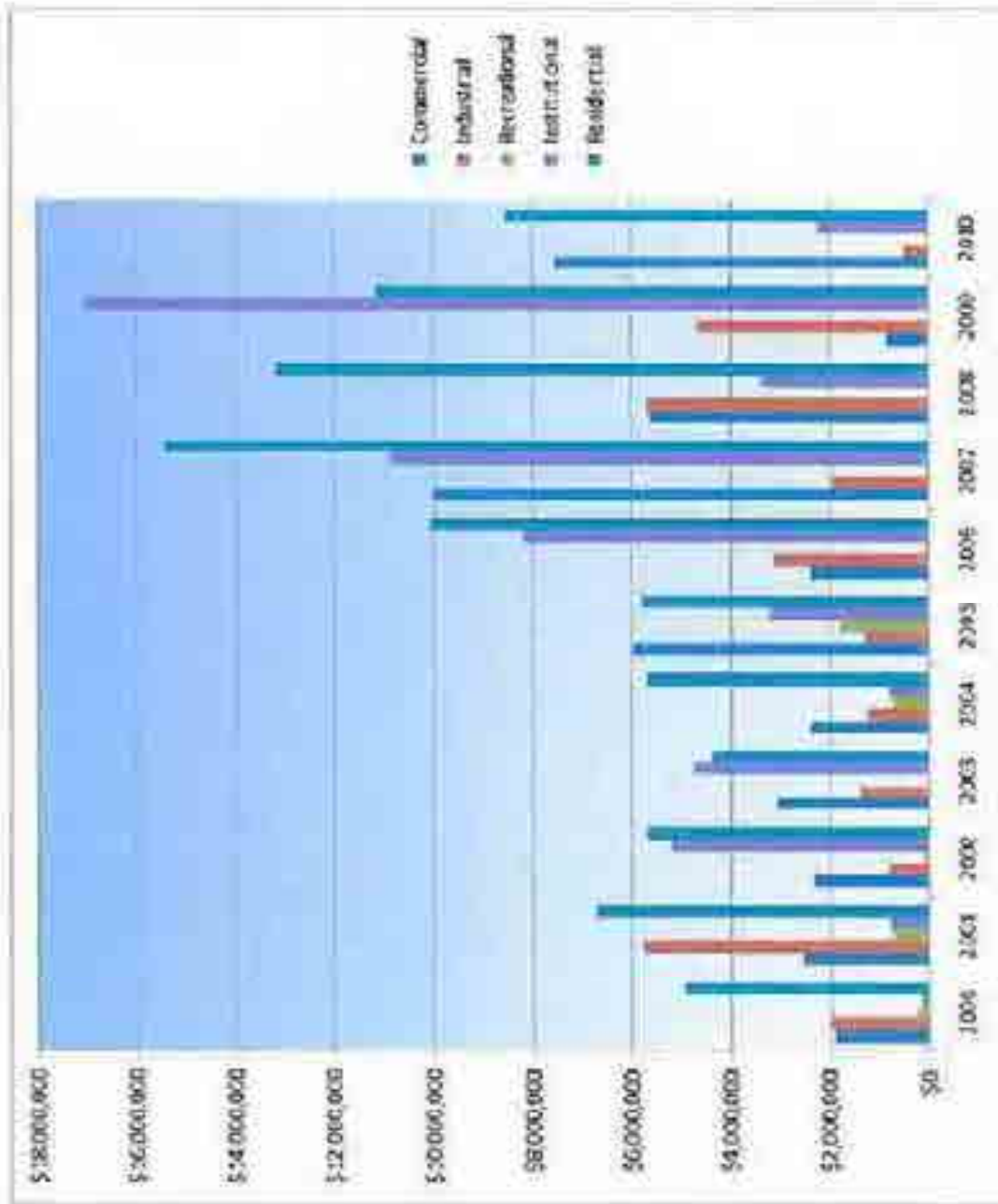


# ANNUAL GENERAL MEETING—Fall 2010



# ANNUAL GENERAL MEETING—Fall 2010

Palliser Regional Municipal Services Ltd.



# ANNUAL GENERAL MEETING— Fall 2010

**Palliser Regional Municipal Services  
Historical Building Permits  
Construction Value  
2000 - 2010  
(Excluding Drumbeller)**

Construction Year	Category	Commercial	Residential	Industrial	Recreational	Religious	Grand Total
2000		\$1,891,475	\$1,183,260	\$127,589	\$25,900	\$4,907,170	\$9,136,824
2001		\$2,052,111	\$5,751,524	\$737,195	\$711,900	\$6,731,129	\$16,505,160
2002		\$2,381,111	\$317,160	\$1,203,135	\$81,000	\$5,189,126	\$14,113,621
2003		\$1,875,401	\$1,108,155	\$1,733,583		\$4,718,623	\$13,604,671
2004		\$1,374,109	\$1,120,249	\$765,127	\$111,900	\$5,495,002	\$10,601,221
2005		\$4,071,495	\$1,112,911	\$1,115,100	\$1,787,120	\$5,779,154	\$18,666,224
2006		\$1,374,155	\$3,136,539	\$4,171,100	\$96,100	\$18,455,926	\$27,831,671
2007		\$16,001,141	\$1,149,520	\$11,872,160	\$59,900	\$15,213,320	\$46,297,851
2008		\$5,021,127	\$5,400,510	\$7,379,140		\$13,182,140	\$25,883,251
2009		\$31,121	\$4,128,143	\$1,745,171		\$11,133,332	\$17,028,181
2010		\$7,541,210	\$481,001	\$1,441,220		\$8,542,345	\$18,005,831
<b>Grand Total</b>		<b>\$44,957,134</b>	<b>\$28,193,244</b>	<b>\$51,549,123</b>	<b>\$1,467,120</b>	<b>\$91,531,056</b>	<b>\$227,698,601</b>



# ANNUAL GENERAL MEETING—Fall 2010

Building Permit Statistics By Municipality - 2010  
(Including Drumheller)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<b>Alberni</b>													
Construction Value			\$ 81,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Calgary</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Edmonton</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Grande Prairie</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>High Level</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Peace River</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Red Deer</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Stettin</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Wainwright</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Wetaskiwin</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Woods Lake</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Other</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1
<b>Total</b>													
Construction Value			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Permits Issued			1	1	1	1	1	1	1	1	1	1	1

# ANNUAL GENERAL MEETING—Fall 2010

**Palliser Regional Municipal Services  
Building Permits 2009 - 2010  
(Excluding Drumheller)**

Building Permits Ending October 31 - 2009

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Total
<b>COMMERCIAL</b>	1	2	1	1	1	1	1	1	1	1	10
Construction Value	\$ 1,000	\$ 2,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 10,000
Permits Issued	1	2	1	1	1	1	1	1	1	1	10
<b>RESIDENTIAL</b>	1	1	1	1	1	1	1	1	1	1	10
Construction Value	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000
Permits Issued	1	1	1	1	1	1	1	1	1	1	10
<b>INDUSTRIAL</b>	1	1	1	1	1	1	1	1	1	1	10
Construction Value	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 10,000,000
Permits Issued	1	1	1	1	1	1	1	1	1	1	10
<b>Other Construction Value</b>	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000
<b>Total Permits Issued</b>	4	5	4	4	4	4	4	4	4	4	40

<b>GENERAL</b>	1	1	1	1	1	1	1	1	1	1	10
<b>COMMERCIAL</b>	1	1	1	1	1	1	1	1	1	1	10
<b>INDUSTRIAL</b>	1	1	1	1	1	1	1	1	1	1	10
<b>RESIDENTIAL</b>	1	1	1	1	1	1	1	1	1	1	10
<b>Other Construction Value</b>	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000

Building Permits Ending October 31 - 2010

Category	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Total
<b>COMMERCIAL</b>	1	1	1	1	1	1	1	1	1	1	10
Construction Value	\$ 1,000	\$ 2,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 10,000
Permits Issued	1	2	1	1	1	1	1	1	1	1	10
<b>RESIDENTIAL</b>	1	1	1	1	1	1	1	1	1	1	10
Construction Value	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000
Permits Issued	1	1	1	1	1	1	1	1	1	1	10
<b>INDUSTRIAL</b>	1	1	1	1	1	1	1	1	1	1	10
Construction Value	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 10,000,000
Permits Issued	1	1	1	1	1	1	1	1	1	1	10
<b>Other Construction Value</b>	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 1,000,000
<b>Total Permits Issued</b>	4	5	4	4	4	4	4	4	4	4	40

# ANNUAL GENERAL MEETING—Fall 2010

## PROJECT VALUE DETERMINATION FACTORS

### *Residential Occupancies*

The project value, when determining the building permit fee, must include all costs associated with the construction of the residential building including the cost of the land and any landscaping.

### *Commercial and Industrial Occupancies*

The project value, when determining the building permit fee, must include the costs of all engineering, design, materials, and labour of the following components. These components are regulated by the Alberta Building Code and must be reviewed in accordance with the Safety Codes Act.

#### **SITE**

- Temporary buildings and services (tents, sheds, stock-bulk structures, relocatable structures, modulars, etc. SANS etc.)
- Building access for emergency response vehicles
- Fire hydrants, fire pumps
- Deep trenches for firewater, hydrants, plumbing, gas fire building foot
- Storage of water supply for fire fighting (tanks, ponds reservoirs etc. —if required)
- Other buildings, equipment shelters or facilities for fire fighting

#### **BUILDING/STRUCTURE**

- Foundations including site preparation
- Building structure including means of access (elevators, stairs, landings, catwalks etc.)
- Exterior building envelope (cladding, doors, windows, overhead doors etc.)
- Finish platforms, floor and wall assemblies including fire separations
- Fire resistance rating of existing structural components
- Smoke control
- Structural support of tanks, process equipment, building services etc.

#### **MECHANICAL**

- Heating, ventilation & air conditioning
- Smoke and fire control (staircase, dust removal extraction etc.)
- Plumbing system (factory, drainage facilities etc.)
- Robots, furnaces, pumps, and other fuel fired heating appliances

#### **ELECTRICAL**

- Interior and exterior lighting
- Emergency lighting & exit signs
- Fire alarm & detection systems
- Emergency power supply (batteries, chargers, DC bus)
- Auxiliary power/outputs
- Telephones, radios, data, and security systems

#### **FIRE PROTECTION**

- Automatic fire suppression systems (sprinklers)
- Localized or alternate suppression systems (foam, deluge systems etc.)
- Standpipe and hose systems
- Portable fire extinguishers
- Gas detection, emergency shut down, etc. (industrial projects)

#### **EQUIPMENT**

- Project value must include the total value of all equipment, appliances, fixtures and other appliances required for the operation of the building.
- Process equipment that is directly used to produce the end product in industrial buildings should not be used in determining total project value.

#### **LABOUR**

- All costs associated with construction labour throughout the project
- All costs associated with engineering, design & consulting services throughout the project

# ANNUAL GENERAL MEETING—Fall 2010



Minimum Construction Value Factors: As of May 1, 2010	Per Square Foot	Per Square Meter
<b>Residential Housing</b>		
Single Family	\$156.00	\$1,692.66
Basement Development	\$40.00	\$430.00
Wash-Facility (Laundry in Utility)	\$110.00	\$1,187.50
Multi-Family (wood frame 3 stories)	\$155.00	\$1,666.25
Townhouses or Rows	\$170.00	\$1,827.50
Conplex (attached or detached)	\$34.00	\$365.25
Garage	\$33.00	\$355.25
Removal/Field	\$73.00	\$785.25
<b>APARTMENTS</b>		
Concrete Construction	\$130.00	\$1,401.25
Masonry and Wood Construction	\$135.00	\$1,451.25
Substrate (Concrete)	\$90.00	\$967.50
Below Ground Pavement	\$60.00	\$643.75
<b>COMMERCIAL (OFFICES, RESTAURANTS, SERVICE STATIONS, SHOP BUILDS, WAREHOUSES)</b>		
Concrete Construction	\$120.00	\$1,291.25
Masonry Construction	\$130.00	\$1,401.25
Masonry and Wood or Steel Construction	\$135.00	\$1,451.25
Steel Construction	\$150.00	\$1,611.25
Wood Construction	\$120.00	\$1,290.00
Classified	\$120.00	\$1,290.00
<b>Churches, Homes, Schools</b>		
Concrete Construction	\$130.00	\$1,401.25
Masonry and Wood or Steel Construction	\$135.00	\$1,451.25
Wood Construction	\$120.00	\$1,290.00
<b>Hospitals</b>		
Concrete Construction	\$270.00	\$2,902.50
Masonry and Wood or Steel Construction	\$400.00	\$4,263.75
Wood Construction	\$210.00	\$2,251.25
<b>Industrial</b>		
Call Superior Safety Codes Inc. 313-605-090-4777		

Superior Safety Codes Inc.	1100 - 11th Avenue SW	Edmonton, Alberta T6A 4A6	403-688-4777	403-688-4777	403-688-4777	403-688-4777	403-688-4777
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Superior Safety Codes Inc.	1100 - 11th Avenue SW	Edmonton, Alberta T6A 4A6	403-688-4777	403-688-4777	403-688-4777	403-688-4777	403-688-4777
Superior Safety Codes Inc.	1100 - 11th Avenue SW	Edmonton, Alberta T6A 4A6	403-688-4777	403-688-4777	403-688-4777	403-688-4777	403-688-4777

*Thank you for taking the time to  
attend the annual fall general  
meeting.*

