

PRMS BOARD OF DIRECTORS' MEETING MINUTES

Held in the PRMS Boardroom on Thursday the 21st day of September 2023 at 1:00pm.

Board Members Present

Kyle Olsen
Chris Reeds
Mark Landry
Trevor Hittel
Dale Norton
Crystal Sereda

Representing

Town of Hanna
Town of Trochu
Starland County
Town of Oyen
County of Paintearth No. 18
Town of Drumheller

Board Members Absent

John Kimber

Representing

Special Areas Board

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 12:48pm.

2. Approval of Agenda

The September 21st circulated board meeting agenda was reviewed.

MOTION BY: Dale Norton

“The September 21st, 2023 board meeting agenda is approved as circulated.”

CARRIED

3. Approval of Board Meeting Minutes of June 8th, 2023

MOTION BY: Mark Landry

“The June 8th, 2023 Board Meeting Minutes are adopted as circulated.

CARRIED

4. Business Update

CEO Devin Diano provided updates on activities outlined in the PRMS Business report. Unfortunately PRMS was unsuccessful in hiring a Regional Development Advisor as the candidate dropped out at the last minute. The position will be reposted along with a subdivision clerk position in the upcoming months. The PRMS Senior Planner processed development permits for the Town of Drumheller through August to help them out while they were short staffed. Planning support was provided to the Village of Beiseker as fee for service work on an industrial subdivision application. Planning activity updates were outlined as well as subdivision activity and GIS activity updates. November and December will be very busy months for PRMS planners with 7 open houses scheduled for several member municipalities.

MOTION BY: Chris Reeds

“The PRMS Board of Directors accepts for information the CEO Business update.”

CARRIED

5. New Business

i. 2024 Budget – presented by Devin Diano

PRMS conducted an organization enhancement project during 2022 which 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 newly proposed operating budget for 2023 and the three-year requisition. The proposed 2024 budget (and adopted 2023-2025 requisition) is a continuation of the PRMS Strategic Plan which was adopted at the Annual General Meeting as recommended by the Board of Directors on December 8, 2022.

MOTION BY: Crystal Sereda

“The PRMS Board of Directors accepts the proposed 2024 Budget for ratification at the AGM.”

CARRIED

6. In Camera

MOTION BY: Trevor Hittel

“Palliser Regional Municipal Services’ Board of Directors moves In Camera.” at 1:23pm.

CARRIED

MOTION BY: Mark Landry

“Palliser Regional Municipal Services’ Board of Directors rises from In Camera.” at 2:07 pm.

CARRIED

7. **Annual General Meeting Date**

The Annual General meeting will be held on Thursday November 30, 2023 at 4:00pm.

8. **Next Meeting**

No meetings scheduled before the AGM.

9. **Adjournment**

MOTION BY: Kyle Olsen

“The Board of Directors’ meeting is hereby adjourned.” at 2:21 pm.

CARRIED



Devin Diano, PRMS CEO/Director of Planning



Kyle Olsen, PRMS Chairman of the Board