

PRMS BOARD OF DIRECTORS' MEETING MINUTES

Held Virtually Thursday the 7th day of March 2024.

**Board Members Present**

Kyle Olsen  
Chris Reeds  
Mark Landry  
Trevor Hittel  
Dale Norton  
Crystal Sereda  
John Kimber  
Dennis Kuiken

**Representing**

Town of Hanna  
Town of Trochu  
Starland County  
Town of Oyen  
County of Paintearth No. 18  
Town of Drumheller  
Special Areas Board  
Village of Acme

**PRMS Administration Present**

Devin Diano, CEO/Director of Planning

**PRMS Staff Present**

Linda Taylor, Safety Codes Administrator

**1. Welcome, Call to Order**

Chairman Kyle Olsen called the board meeting to order at 1:12pm.

**2. Approval of Agenda**

The March 7<sup>th</sup>, 2024, circulated board meeting agenda was reviewed.

**MOTION BY: Mark Landry**

“The March 7<sup>th</sup>, 2024, board meeting agenda is approved.”

**CARRIED**

**3. Business Update**

- i. RFD- 2024 Safety Codes Inspection Contract

CEO Devin Diano provided an overview of the process used by the Inspections Contract Evaluation Committee to review the proposals submitted for the Safety Codes Inspection Services Request for Proposal (RFP).

**MOTION BY: Crystal Sereda**

“The PRMS Board of Directors award the safety codes inspection services contract to Park Enterprises Ltd.’

**CARRIED**

- ii. RFD-Legal Review of Safety Codes Services Contract

CEO Devin Diano presented the RFD which requested the approval of an unbudgeted expense for legal review of a new contract for safety codes inspections services. Devin discussed how the existing contract had been created prior to 2010 and it was an appropriate time to update the contract and have it legally reviewed.

**MOTION BY: Trevor Hittel**

“The PRMS Board of Directors approve the spending of up to \$10,000 for the purposes of conducting a legal review of the new contract for safety codes inspection services.”

**CARRIED**

**4. Next Meetings**

A special meeting will be held virtually on March 28<sup>th</sup>, 2024 at 12:30pm.

A Board Meeting will be held on April 25<sup>th</sup>, 2024, at 12:00pm.

**5. Adjournment**

**MOTION BY: Kyle Olsen**

“The Board of Directors’ meeting is hereby adjourned.” at 1:41 pm.

**CARRIED**

  
Devin Diano, PRMS CEO/Director of Planning

  
Kyle Olsen, PRMS Chairman of the Board