

MID-WEST PLANNING DISTRICT GENERAL BOARD MEETING MINUTES

Minutes of a regular general meeting of the Board of Directors of the Mid-West Planning District held on January 02, 2025, commencing at 2:15 PM, attending in person were Directors Gray, Dyke, and Cole along with Development Officer Lisa Hamilton, Assistant Development Officer Czarina Conde and Secretary-Treasurer, Ken Slobodesky, attending via MS Teams was Director Aaroe. Chairperson Clark was in the Chair, in person.

Minutes:

Regular Meeting

Resolution 01/25: (Move: Cole, Second: Dyke) Be resolved that the minutes of the Board Meeting dated December 05, 2024, be adopted as read / distributed. (For: 5, Against: 0, Carried)

Delegation:

A resident of the Rural Municipality of Oakview made a presentation to the MWPD board. The resident spoke to concerns related to fees and processes within the district.

Executive Positions and Committee Member Appointments:

The selection process was deferred until the next MWPD Board Meeting to be held on February 06, 2025.

Reports of Committees:

Personnel Committee: The committee and staff will meet January 13, 2025, at 9:00 am to review annual employee performance and contracts.

Policy Committee: None

Finance Committee: The committee and staff will meet January 13, 2025, at 10:30 am to begin the 2025 MWPD budget process.

Staff Reports:

- *Administrative Coordinator and Secretary-Treasurer for December:*
A report was presented by the ST with an overview of activities and accomplishments.
- *Assistant Development Officer for December:*
A report was presented by the ADO with an overview of activities and accomplishments.
- *Development Officer for December:*
A report was presented by the DO with an overview of activities and accomplishments.

Finances:

Financial Statements review – December 2024

Some data was missing and approval of the financials for December is deferred until the next Board Meeting to be held on February 06, 2025.

- The following financial reports were made available for review prior to the meeting.
 - Profit and Loss statement for December 2024
 - Balance Sheet to December 31, 2024
 - Accounts Receivables to December 31, 2024
 - Budget vs Actual to December 31, 2024

Board Chairperson Review/Sign: Chairperson Clark reviewed and signed the employee expense reports and timesheets for December and all cheques written for January on January 02/2025.

Finance Committee Chair Review/Sign: Chairperson Cole reviewed and signed the received bills and completed Account Reconciliations for December on January 02/2025.

Audit Appointment: Resolution 05/25: (Move: Cole, Second: Gray) Be it resolved that the Board of the Mid-West Planning District appoints the firm of Sensus to audit the 2024 MWPD financial statements. (For: 5 Against: 0 Carried)

By-Laws/Policies:

Fee Schedule By-Law 1-2025 second reading *Resolution 06/25 (Move: Dyke, Second: Gray) Whereas the Board of the Mid-West Planning District has reviewed the proposed Fees By-Law No 1-2025, which would replace the current Fees By-Law 1-2024, therefore, be it resolved that the By-Law received Second Reading. (For: 5 Against: 0 Carried)

Fee Schedule By-Law 1-2025 third reading *Resolution 07/25 (Move: Cole, Second: Gray)
Whereas the Board of the Mid-West Planning District has reviewed the proposed Fees By-Law No 1-2025, which would replace the current Fees By-Law 1-2024, therefore, be it resolved that the By-Law received Third and Final Reading. (For: 5 Against: 0 Carried)

Name	Yes	No	Abstain
Linda Clark	X		
Delbert Cole	X		
Bill Aaroe	X		
Ross Gray	X		
Frank Hyndman			Absent
Ed Brethour			Absent
Marla Dyke	X		
Barry Lowes			Absent

Fire Safety Violation – Letter to Owners: A violation letter was reviewed by the MWPD board and suggested edits.

Adoption of the Board Meeting and Holiday Schedule Resolution 08/25: (Move: Cole, Second: Gray) Be it resolved that the Board of the Mid-West Planning District has reviewed the 2025 MWPD meeting and holiday schedule and approves said schedule. (For: 5 Against: 0 Carried)

Adoption of the Municipal Office visit schedule Resolution 09/25: (Move: Dyke, Second: Gray) Be it resolved that the Board of the Mid-West Planning District has reviewed the proposed 2025 MWPD Municipal Office Visits and approves said schedule. (For: 5 Against: 0 Carried)

Resolution 10/25: (Move: Gray, Second: Cole) Whereas the Board of the Mid-West Planning District now wishes to go in-camera to discuss legal matters: therefore, be it resolved the Board go in camera. (For: 5, Against: 0, Carried)

Resolution 11/25: (Move: Dyke, Second: Cole) Whereas the Board of the Mid-West Planning District has completed the in-camera session, therefore, it is resolved that the Board meeting now resumes. (For: 5 Against: 0 Carried)

Adjourn:

Resolution 12/25: (Move: Gray, Second: Aaroe) Resolved that this meeting is now adjourned at 4:40 pm to meet again on February 06, 2025 @ 9:00 am in the Prairie View Municipality Miniota office and/or via MS Teams Video Conferencing, or at the call of the Chair. (For: 5, Against: 0, Carried)

CHAIRPERSON

SECRETARY-TREASURER