

MID-WEST PLANNING DISTRICT GENERAL BOARD MINUTES

Minutes of a regular general meeting of the Board of Directors of the Mid-West Planning District held on October 02, 2025, commencing at 9:30 am, attending in person were Directors Aaroe, Dyke, Gray, Pethick, Hyndman, Brethour, Development Officer Lisa Hamilton, Assistant Development Officer, Czarina Conde and Secretary-Treasurer, Ken Slobodesky. Director Bonchuk joined by MS Teams. Chairperson Clark attended in person and was in the Chair.

Minutes:

Regular Meeting

Resolution 60/25: (Move: Hyndman, Second: Aaroe) Be resolved that the minutes of the Board Meeting dated August 07, 2025, be adopted as read / distributed. (For: 8, Against: 0, Carried)

Finances:

Financial Report & Statements review – August and September - The following financial reports were made available for review prior and during the meeting.

- Payments for August and September 2025
- Profit and Loss statement by month ending August 31 and September 30, 2025
- Balance Sheet ending August 31 and September 30, 2025
- Accounts Receivables as of August 31 and September 30, 2025
- Budget vs Actual to August 31 and September 30, 2025

Resolution 61/25: (Move: Gray, Second: Dyke) Be it resolved that the Mid-West Planning District August 2025 Financial Statements have been reviewed and the cheques numbered 4506 to 4507 totaling \$1,301.95 debit payments totaling \$9,142.18, credit card charges totaling \$1,142.18 and net payroll totaling \$9,517.04 incurred in August be approved. (For: 8, Against: 0, Carried)

Resolution 62/25: (Move: Aaroe, Second: Pethick) Be it resolved that the Mid-West Planning District September 2025 Financial Statements have been reviewed and the cheques numbered 4508 to 4513 totaling \$6,618.57 debit payments totaling \$9,685.14, credit card charges totaling \$710.07 and net payroll totaling \$14,275.56 incurred in September be approved. (For: 8, Against: 0, Carried)

Board Chairperson Review/Sign: Chairperson Clark reviewed and signed the employee timesheets and paystubs for September and cheques written for October on October 02, 2025.

Finance Committee Chair Review/Sign: Chairperson Cole reviewed and signed the employee timesheets and paystubs for July and cheques written for August on July 31, 2025.

Reports of Committees:

Personnel Committee: Scheduled 2026 employee review and contracts, October 23, 2025 at 9:30 am.

Policy Committee: Review of draft employee manual, to be submitted to the board to approve at the next Board meeting, November 06, 2025.

Finance Committee: None

Staff Reports:

Administrative Coordinator and Secretary-Treasurer (ST): A report for August and September was presented by the ST with an overview of activities and accomplishments.

Assistant Development Officer (ADO): A report for August and September was presented by the ADO with an overview of activities and accomplishments.

Development Officer (DO): A report for August and September was presented by the DO with an overview of activities and accomplishments

Receipt of Petitions & Communications + Discussion:

Subdivision Reviews: A review and discussion of Subdivision application RMOV 4107-25-8775(Bootsman) was conducted. The Board agreed with the Development Officer's assessment / review. Feedback sent to Community Planning.

A review and discussion of Subdivision application RMOV 417-25-8787(Bos) was conducted. The Board agreed with the Development Officer's assessment / review. Feedback to be sent to Community Planning.

Letters: None

Emails: A commentary email from a ratepayer was received and reviewed with the Board. The Development Officer will write the ratepayer with an acknowledgement.

General Business:

Cloudpermit renewal - a review and discussion were conducted with the Board.

Resolution 63/25: (Move: Hyndman, Second: Dyke) Be it resolved that the Mid-West Planning District will not renew its contract with the service provider, Cloud Permit effective the contract end November 30, 2025. (For: 8 Against: 0, Carried)

A Global News article was shared with the board.

MWPD office has concluded its testing of Radon Levels. The levels recorded were within safe and acceptable levels.

The One in Two Hundred Year Flood Maps for the Little Saskatchewan and Upper Assiniboine Rivers were shown and discussed with the Board.

Resolution 64/25: (Move: Dyke, Second: Pethick) Be it resolved that the Mid-West Planning District has approved the following office hours and holiday season office closure. December 22nd /25 through December 26th /25 and December 29th /25 through January 02nd /26 (For: 8 Against: Carried)

Resolution 65/25: (Move: Hyndman, Second: Dyke) Be it resolved that the Mid-West Planning District has approved a final letter to a non-compliant landowner indicating the District's final position with no further action at this time. (For: 7 Against: Abstain 1 Carried)

Unfinished Business:

Resolution 66/25: (Move: Aaroe, Second: Hyndman) Whereas the Board of the Mid-West Planning District now wishes to go in-camera to discuss legal and personnel matters: therefore, be it resolved the Board go in camera. (For: 8, Against: 0, Carried)

At the request of the Chair the staff were asked to leave the in-camera discussion prior to a Personnel matter. Staff did not return to the meeting.

Resolution 67/25: (Move: Aaroe, Second: Pethick) Whereas the Board of the Mid-West Planning District has completed the in-camera session, therefore, it is resolved that the Board meeting will now resume. (For: 8, Against: 0, Carried)

Adjourn:

Resolution 68/25: (Move: Pethick, Second: Dyke) Resolved that this meeting is now adjourned at 12:15 pm to meet again on November 6, 2025, 9:30 am in the Prairie View Municipality Miniota office and/or via MS Teams Video Conferencing, or at the call of the Chair. (For: 8, Against: 0, Carried)

CHAIRPERSON

SECRETARY-TREASURER