

**BRANDON & AREA PLANNING DISTRICT
 BOARD MEETING**

1:30 P.M. Tuesday March 20, 2018
 T.E. Snure Room – A.R. McDiarmid Civic Complex

Present: Rick Chrest
 Jeff Fawcett
 Ross Farley
 Ches Bollman
 Emil Egert
 Bob Brown
 Mike Waddell (alternate)
 Marlene Biles – Executive Director – BAPD

Absent: Barry Cullen, Donna Mitchell, Heather Dalgleish

Adoption of the Agenda

Resolution No. 022/2018	Moved/Emil Egert Seconded/Ross Farley
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BE IT RESOLVED that the agenda be adopted as circulated.

Carried	7/0
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Minutes of February 1, 2018

Resolution No. 023/2018	Moved/Ross Farley Seconded/Ches Bollman
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BE IT RESOLVED that the minutes of the February 1, 2018 Board Meeting be adopted as presented.

Carried	7/0
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Reports from Administration

Marlene Biles, Executive Director for the Brandon & Area Planning District presented a verbal report.

Resolution No. 024/2018	Moved/Bob Brown Seconded/Ches Bollman
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BE IT RESOLVED that the report from administration be accepted as information.

Carried	7/0
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Finance and Accounts

Disbursements

Resolution No. 025/2018	Moved/Emil Egert Seconded/Mike Waddell
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BE IT RESOLVED that the Board of Brandon & Area Planning District approve disbursements for payment of cheques nos. 16719 to 16724 inclusive, in the amount of \$14,043.78.

Carried	7/0
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February 2018 Financial Statements

Resolution No. 026/2018	Moved/Emil Egert Seconded/Bob Brown
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BE IT RESOLVED that the Board of Brandon & Area Planning District approve the Balance Sheet and the Profit & Loss statements for February 2018, as presented.

Carried	7/0
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December 31, 2017 Consolidated Financial Statement

Resolution **Moved/Emil Egert**
No. 027/2018 **Seconded/Ross Farley**

BE IT RESOLVED that the Board of Brandon & Area Planning District approve the Consolidated Financial Statement for December 31, 2017, as presented.

Carried **7/0**

Cost of Living Increase for Executive Director

Resolution **Moved/Emil Egert**
No. 028/2018 **Seconded/Rick Chrest**

BE IT RESOLVED that the Board of Brandon and Area Planning District approve a cost of living increase of 2.9% for the Executive Director salary retroactive to January 1, 2018.

Carried **7/0**

2018 Operating Budget Approval

Resolution **Moved/Emil Egert**
No. 029/2018 **Seconded/Rick Chrest**

BE IT RESOLVED that the Board of Brandon and Area Planning District approve the 2018 Operating Budget as presented.

Carried **7/0**

Adjournment

Resolution **Moved/Bob Brown**
No. 030/2018 **Seconded/Ches Bollman**

That the meeting is adjourned at 2:10 p.m.

Carried **7/0**

ORIGINAL SIGNED BY JEFF FAWCETT
CHAIR

ORIGINAL SIGNED BY MARLENE BILES
Executive Director

Next meeting: April 5, 2018 at 1:30 pm
Location: A.R. McDiarmid Civic Complex – Kavanagh Room