

**Portage la Prairie Planning District Board**  
**January 16, 2025 @ 10:00 a.m**  
**MINUTES**

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Present: Kevin Blight, Arnold Verwey, Joe Masi, Adam Carpenter, Grant Gessell,  
Dana Grant

Regret: Terrie Porter, Ryan Espey

**I. Call to Order**

**II. Adoption of Agenda**

VERWEY/MASI

BE IT RESOLVED THAT the Board adopts the agenda as amended.

CARRIED

**III. Delegations/Petitions**

- None

**IV. Approval of Minutes**

BLIGHT/VERWEY

BE IT RESOLVED THAT the Board approves the December 12<sup>th</sup>, 2024 meeting minutes.

CARRIED

**V. Business Arising**

BLIGHT/VERWEY

BE IT RESOLVED THAT the Board recommends conditional approval of SR 11-24 Subdivision Applicant No. 4163-24-8373 made by Wolfe Land & Equipment Ltd. / Pallister Farm Ltd. for a Consolidation (1) Lot on Part of NE ¼ 31-10-8W and Part of NW ¼ 32-10-8W, in the Rural Municipality of Portage la Prairie.

VERWEY/ BLIGHT

BE IT RESOLVED THAT the Board recommends conditional approval of SR 12-24 Subdivision Applicant No. 4163-24-8375 made by Jamor Farms Ltd. / Scott Moorhouse for One (1) Lot Non-Farm Residential on Part of SW ¼ 21-13-07WPM, in the Rural Municipality of Portage la Prairie with the condition that a Conditional Use for a non-farm dwelling site & a Variation for the front yard requirement of 125 feet down to 58 feet be applied for.

BLIGHT/VERWEY

BE IT RESOLVED THAT the Board recommends conditional approval of SR 13-24 Subdivision Applicant No. 4163-24-8376 made by Jamor Farms Ltd. / Scott Moorhouse for One (1) Lot Non-Farm Residential on Part of NW ¼ 02-13-07 WPM in the Rural Municipality of Portage la Prairie with the condition that a Conditional Use for a non-farm dwelling site and a Variation for the site width requirement of 200 feet down to 66 feet be applied for. CARRIED

New Business:

a) Statistics

- Board reviewed Monthly Building Statistics for December 2024. INFORMATION

b) Updates

- Board Reviewed Monthly Planning updates INFORMATION
- Board reviewed Permits/Combined INFORMATION
- Board reviewed the 4<sup>th</sup> Quarter Report INFORMATION

**VI. By-Laws**

- **None**

**VII. Other Business**

a) MASI/VERWEY

BE IT RESOLVED THAT THE Board reviewed and approves the revised Human Resource Policy

Revision to the Portage Planning District Human Resource Financial Policy under Annual Vacation section E) to now read as stated below:

E) i) Request for vacation carry-overs may be granted to employees of the Portage Planning District by the General Manager. Carry-overs shall not exceed the equivalent of one week vacation allotment. Carry-overs must be requested in the month of December each year.

ii) The General Manager will submit all vacation carry-over requests to the Human Resource committee following the same procedures as employees laid out above in section e. CARRIED

b) VERWEY/MASI

BE IT RESOLVED THAT THE Board reviewed and approved the New Fee Schedule for 2025.

CARRIED

c) Board was informed about the upcoming MB Planning Conference March 5-7 in Brandon.

INFORMATION

**VIII. Next Meeting:**

February 20, 2025 @ 10:00 am.

**IX. Adjournment:**

MASI/BLIGHT

Meeting adjourned at 10:55 am.

CARRIED

Minutes recorded by: Dana Grant