

**Portage la Prairie Planning District Board**  
**December 12, 2024 @ 10:00 a.m**  
**MINUTES**

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

Regrets: Ryan Espey

**I. Call to Order**

**II. Adoption of Agenda**

VERWEY/PORTER

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

CARRIED

**III. Delegations/Petitions**

- None

**IV. Approval of Minutes**

BLIGHT/MASI

BE IT RESOLVED THAT the Board approves the November 21, 2024 meeting minutes.

CARRIED

**V. Business Arising**

**VI. New Business:**

**a) Statistics**

- Board reviewed Monthly Building Statistics for November 2024      INFORMATION

**b) Updates**

- Board Reviewed Monthly Planning updates      INFORMATION
- Board reviewed Permits/Combined

INFORMATION

**c) MASI/BLIGHT**

BE IT RESOLVED THAT the Board approve Board meeting dates for 2025.

CARRIED

- d)** Board was advised that the Planning District fees will be reviewed and presented at the January Board meeting.      INFORMATION

MASI/PORTER

- e) BE IT RESOLVED THAT the Board reviewed and approved the Budget for 2025.

CARRIED

- f) VERWEY/BLIGHT

BE IT RESOLVED THAT the Board approve the staff's Vacation time carry over for 2024.

Board would like the General Manager to do up a revised vacation time carry over policy to be reviewed in the January Board Meeting.

CARRIED

## **VII. By-Laws**

None

## **VIII. Other Business**

BLIGHT/PORTER

- BE IT RESOLVED THAT the Board approve to close the office Friday, December 27, 2024.

CARRIED

## **IX. Next Meeting:**

January 16, 2025 @ 10:00 am

## **X. Adjournment:**

VERWEY/PORTER

Meeting adjourned at 10:32 am.

CARRIED

Minutes recorded by: Dana Grant