

PORTAGE LA PRAIRIE PLANNING DISTRICT BOARD
MEETING MINUTES
NOVEMBER 19, 2015 @ 9:00 A.M.

PRESENT: Kam Blight, Kinelm Brookes, Brent Budz,
Irvine Ferris, Larry Gibbs, Deb Kilcup, Roy Tufford

ABSENT: Kam Blight, Liz Driedger

1.0 CALL TO ORDER

1.1 IN CAMERA:

GIBBS / FERRIS

BE IT RESOLVED THAT the Board be hereby authorized to move in-camera to discuss the following items relating to Portage la Prairie Planning District Procedural By-law Subsection 6.6:
Human Resources; Financial

CARRIED

BUDZ / FERRIS

BE IT RESOLVED THAT the in-camera committee meeting be hereby closed and the board resume the regular meeting of the board.

CARRIED

2.0 ADOPTION OF AGENDA:

BUDZ / GIBBS

BE IT RESOLVED THAT the Board adopts the agenda.

CARRIED

3.0 DELEGATIONS/PETITIONS:

None

4.0 APPROVAL OF MINUTES:

FERRIS / GIBBS

BE IT RESOLVED THAT the Board approves the minutes of October 15, 2015.

CARRIED

5.0 BUSINESS ARISING:

5.1 HUMAN RESOURCES:

BUDZ / FERRIS

BE IT RESOLVED THAT the Board approves the salary scales to be increased by 2% effective first pay period in 2016. A rate range for front desk reception is to be established at \$16.40 - \$21.55 per hour. Rate for front desk reception is to be increased to \$16.40 per hour effective January 1, 2016.

CARRIED

All staff evaluations are to be completed by end of December.
Human Resource Committee to complete K. Brookes evaluation prior to December 10, 2015.

6.0 NEW BUSINESS:

6.1 REPORTS:

A) FINANCIAL

GIBBS / BUDZ

BE IT RESOLVED THAT THE Fees and Charges By-law
2-2005 to be increased as discussed effective for 2016.

CARRIED

B) STATISTICS

Board reviewed the monthly Building statistics.

C) UPDATES

Board reviewed the monthly updates.

6.2 BY-LAWS:

None

6.3 PLANNING COMMISSION:

B. Budz advised that the City is still reviewing.

7.0 OTHER BUSINESS:

None

8.0 NEXT BOARD MEETING DATE:

December 10, 2015 at 9:00 a.m.

FERRIS / GIBBS

BE IT RESOLVED THAT the 2016 Board meeting dates are
approved.

CARRIED

9.0 ADJOURNMENT:

Meeting adjourned at 9:45 A.M.

Minutes recorded by: Deb Kilcup
