



## WHEATLAND COUNTY

### Municipal Planning Commission Meeting Minutes

November 17, 2020, 9:00 a.m.

Members Present: Chair T. Ikert  
Vice Chair D. Biggar  
A. Link  
B. Armstrong  
G. Koester  
S. Klassen

Members Absent: J. Wilson

Administration: M. Boscariol, GM of Community and Development Services  
G. Allison, Planner I  
S. Hayes, Development Officer  
S. Baers, Manager of Planning and Safety Codes Services  
D. Bodie, Recording Secretary

#### 1. CALL TO ORDER AND RELATED BUSINESS

##### 1.1 Call To Order

Note: meetings are recorded and may be posted on the official Wheatland County website and/or via social media.

M. Boscariol, General Manager of Community and Development Services, called the meeting to order – time 9:00 A.M.

M. Boscariol stated that the November 17, 2020 Municipal Planning Commission meeting will be conducted in-person at the Wheatland County Council Chambers and via conference call in accordance with the Municipal Government Act, Section 199. At this time, according to Alberta Health, public attendance at Council and committee meetings should be facilitated through virtual means. As per Municipal Planning Commission Bylaw #2018-11, a chair and vice-chair are to be appointed at the first meeting following the Organizational Meeting of Council.

Voting process was reviewed and roll call was taken.

[Note: Access to the meeting was posted on the County website.]

[Note: Several Wheatland County staff and members of the public joined and left at various times during the meeting.]

##### 1.1.1 Appointment of Chairperson

General Manager of Community and Development Services, M. Boscariol, called for nominations for the position of Chairperson of the Municipal Planning Commission, for a 1-year term. Member Armstrong nominated Member Ikert. Member Ikert accepts the nomination. No further nominations. Member Ikert is appointed as chair for a 1-year term.

Following the appointment of Ikert as Chairperson of the Municipal Planning Commission, Ikert called for Vice-Chairperson nominations. Member Link nominated Member Biggar as Vice-Chairperson, for a 1-year term. Member Biggar accepted the nomination. No further nominations. Member Biggar appointed as vice-chair for a 1-year term.

1.2 Adoption of Agenda

Armstrong added item 4.1 - Update on Sunshine/Remedx

**RESOLUTION MPC-2020-11-01**

Moved by BIGGAR

THAT the Municipal Planning Commission approve the agenda as amended.

• Carried

1.3 Adoption of Minutes

1.3.1 Unapproved Minutes - October 13, 2020

**RESOLUTION MPC-2020-11-02**

Moved by LINK

THAT the Municipal Planning Commission approved the October 13, 2020 minutes, as presented.

• Carried

**2. DEVELOPMENT PERMIT APPLICATIONS**

2.1 DP2020-118

Legal: Plan 911 0212, Block 1 within the NE-27-24-24-W4M

Proposal: Dwelling, Accessory (Variance Request to Maximum Size)

Parcel Size: 3.24 ha (8 acres)

S. Hayes, Development Officer, presented the application highlighting the following: recommendation – to approve DP2020-118 subject to the conditions noted.

**RESOLUTION MPC-2020-11-03**

Moved by KLASSEN

THAT Municipal Planning Commission approve DP 2020-118 for a Dwelling, Accessory with a Variance subject to the following conditions:

1. This Development Permit is issued solely for a new manufactured dwelling to be the second residence on the property and to be larger than the primary residence – Defined as a Dwelling, Accessory with a Variance.

2. The variance has been granted allowing the Dwelling, Accessory (1520 ft<sup>2</sup>) to be greater than 80% of the size of the Dwelling, Primary (1110 ft<sup>2</sup>).

3. Development shall proceed according to Agricultural General (AG) District requirements and the applicant must comply with all applicable provisions of the Wheatland County Land Use Bylaw.

4. No permanent development shall occur on or over any utility right of way or easement.

5. Applicant to ensure approach is developed to County standards. Please contact Wheatland County transportation & infrastructure assistant for details 403-934-3321.

6. Landowner/applicant to purchase A & B signs (to accompany existing rural address sign) from the County Administration Office and install them in a visible location adjacent to each residence.

• Carried

### 3. SUBDIVISION APPLICATIONS

#### 3.1 SD2020-015

Legal: SW-16-24-20-W4M

Proposal: To subdivide a +/- 12.36 acre parcel from a 160 acre quarter section

G. Allison, Planner I, presented the application highlighting the following: recommendation – to approve SD2020-015 subject to the conditions noted.

#### **RESOLUTION MPC-2020-11-04**

Moved by ARMSTRONG

THAT the Municipal Planning Commission approve subdivision application SD2020-015 subject to the following conditions:

1. Subdivision to be affected by a Plan of Survey, pursuant to Section 657 of the *Municipal Government Act*, or such other means satisfactory to the Registrar of the South Alberta Land Titles District.

2. That, pursuant to Section 654(1)(d) of the *Municipal Government Act*, all outstanding taxes up to and including the year in which the subdivision is to be registered shall be paid to the municipality.

3. Existing approaches to the proposed and remainder parcel to meet County Standards and approved by the Public Works Department, at the Owner's expense.

4. The Owners are to enter into an *Agreement of Easement for Construction and Maintenance of Any Public Works* with Wheatland County which shall be registered by caveat concurrently with the final plan against the title(s) being created.

5. The Owners are to enter into a *Road Acquisition Agreement*, which shall be registered by caveat concurrently with the final plan against the title(s) being created.

6. The Owner is to enter into a *Deferred Services Agreement* for water and wastewater with Wheatland County which shall be registered by caveat concurrently with the final plan against the title(s) being created.

7. As per Section 15 of the Subdivision and Development Regulation, a 30-meter wide service road right of way shall be dedicated across the highway frontage on the proposed +/-12.36 acre parcel, to the satisfaction of Alberta Transportation through a caveat and agreement prepared by a registered Alberta Land Surveyor.

• Carried

### 4. OTHER PLANNING MATTERS

#### 4.1 Update on Sunshine/Remedx

Armstrong update the commission on a meeting held with Sunshine Colony regarding Remedx. He met with members of Sunshine Colony and it was indicated that Remedx is still interested in development. They were instructed to contact administration and reapply for development.

### 5. CLOSED SESSION (IN CAMERA)

-No 'Closed Session' items were discussed.

### 6. ADJOURNMENT

The Chair Ikert adjourn at 9:15am

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Chair

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General Manager of Community  
and Development Services

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Recording Secretary

Unapproved