

MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS, IN BRAZEAU COUNTY, ALBERTA ON TUESDAY, FEBRUARY 9, 2021.

IN ATTENDANCE Anthony Heinrich, Member, by telephone
Kara Westerlund, Member
Marc Gressler, Member
Jason Kennedy, Member-at-Large, Chairperson
Cody Brooks, Member-at-Large
Lynden Fischer, Director of Public Works and Planning
Chandra Dyck, Senior Planner
Jenna Durkee, Recording Secretary

PUBLIC ATTENDANCE None

CALL TO ORDER J. Kennedy, Chairperson, called the meeting to order at 9:47 a.m.

ADOPTION OF THE AGENDA

113/21-02-09 Moved by M. Gressler to adopt the Agenda as presented.

CARRIED UNANIMOUSLY

ADOPTION OF THE MINUTES

114/21-02-09 Moved by K. Westerlund to approve the minutes of the January 12, 2021 Municipal Planning Commission Meeting as amended.

CARRIED UNANIMOUSLY

BUSINESS ARISING None

**SUBDIVISION PERMIT
APPLICATIONS**

PROPOSAL: To subdivide to create two (2)±11.92 ac (±4.82 ha)
parcels for residential and agricultural use

LEGAL DESC.: Pt NW 26-48-4-W5M

OWNER: Lawrence & Brenda Fullerton

APPLICANT: Same

FILE: 20S-022

C. Dyck, Senior Planner, presented the above application with a recommendation to be approved subject to the conditions listed in Appendix H of the report.

115/21-02-09

Moved by A. Heinrich to approve the subdivision application 20S-022 with the conditions as presented.

1. Pursuant to Section 657 of the *Municipal Government Act*, the applicant/owner shall submit to Brazeau County (in digital and paper format), a plan of survey suitable for registration with the Alberta Land Titles Office. Should road widening be required, the proposed parcel boundaries shall be located after the road widening has been accounted for. The size of the subdivided parcel(s) shall be as per the approved Tentative Plan. Please note that descriptive plans specific to roads will not be accepted.
2. Pursuant to Section 9 of the *Subdivision and Development Regulation*, the applicant/owner shall upgrade the existing approach to the proposed Lot 4 east of Range Road 42, at a cost of \$350.00. The applicant/owner shall either:
 - a. provide a payment to Brazeau County of \$350.00 for the construction of the approach by the County; or
 - b. provide, as a deposit to Brazeau County, the sum of \$350.00, which shall be held as security. The applicant/owner shall have the approach upgraded to Brazeau County standards and specifications, after which Brazeau County Public Works and Infrastructure Department shall inspect the approach and, once confirmed to be consistent with Brazeau County standards and specifications, approve the approach. The security deposit shall be refunded following a one-year warranty period from the date of approval of the approach, subject to re-inspection and approval by

the Public Works and Infrastructure Department at the expiry of the year. The applicant/owner must contact the Public Works and Infrastructure Department (780-542-7711) to arrange a final approach inspection.

3. Pursuant to Section 7(g) of the Subdivision and Development Regulation, the applicant/owner shall ensure the on-site sewage disposal system on the proposed Lot 3 with requirements of the Alberta Private Sewage Disposal Regulations. The applicant/owner shall provide Brazeau County with a Certificate of Compliance from an accredited agency reflecting that the proposed parcel boundaries have been taken into consideration when compliance was considered. The arrangements and expenses for obtaining the Certificate of Compliance are the responsibility of the applicant/owner.
4. Pursuant to Section 7(f) of the Subdivision and Development Regulation, the applicant/owner shall provide to Brazeau County written confirmation that a separate and distinct water well, wholly contained on the proposed Lot 3, has been drilled and is in operation.
5. Pursuant to Section 669(1) of the *Municipal Government Act*, a new Deferred Reserve Caveat for the balance of the Municipal Reserve owing will be registered on the proposed lots and remnant parcel concurrently with the subdivision registration. Brazeau County will prepare and register the required documents according to the Brazeau County Schedule of Fees in effect at the time of endorsement.
6. The applicant/owner shall pay a final subdivision endorsement fee, according to the Brazeau County Schedule of Fees in effect at the time of endorsement.
7. Pursuant to Section 654(1) of the *Municipal Government Act* the applicant/owner shall pay all taxes owing to Brazeau County, up to and including the year in which subdivision is to be registered, prior to Brazeau County signing the final subdivision approval documents.

CARRIED UNANIMOUSLY

PROPOSAL: To subdivide to create one (1)±39.74 ac
(±16.08ha) parcel for agricultural use
LEGAL DESC.: PtSW 2-48-4-W5M
OWNER: Neil & Kathryn Polischuk
APPLICANT: Matthew Polischuk
FILE: 20S-001

C. Dyck, Senior Planner, presented the above application with a recommendation to table the application until the March 9th meeting.

116/21-02-09 Moved by C. Brooks to table file number 20S-001 until the March 9th meeting.

CARRIED UNANIMOUSLY

**SUBDIVISION &
DEVELOPMENT APPEAL
BOARD DECISIONS**

No appeals

**ADMINISTRATIVE
MATTERS**

L. Fischer asked how the Committee would like to handle approving the Municipal Planning Commission schedule.

Discussion ensued.

117/21-02-09 Moved by K. Westerlund to approve the Municipal Planning Meeting schedule as presented.

CARRIED UNANIMOUSLY

ROUND TABLE

A. Heinrich expressed concerns with environmental easements.

Discussion ensued.

A. Heinrich directed Administration to gather information and bring back a report on the policy for environmental easements and to research the area previously discussed with L. Fischer for the March 9th Municipal Planning Commission Meeting, to then be brought to Council at a later date.

ADJOURNMENT:

118/21-02-09

Moved by K. Westerlund that the Municipal Planning Commission meeting of February 9, 2021 adjourn at 10:25 A.M.

CARRIED UNANIMOUSLY

A blue scribble redacting a signature.

Chairman

A handwritten signature in black ink, appearing to read "Greg Ford".

Director of Public Works and Planning