

MINUTES

Municipal Planning Commission Meeting

May 20, 2025, 1:30 p.m.

MD Council Chambers

MEMBERS PRESENT

Lana McCann	Commission Member (Chair)
Norm Seatter	Commission Member (Vice Chair)
Brad Pearson	Commission Member
Brent Mackay	Commission Member
James Weinrich	Commission Member
Darren Fulmore	Commission Member
Carol Stockman	Commission Member

MEMBERS ABSENT

IN ATTENDANCE

Ann Åsfrid Holden	Development Authority, MDLSR
Liz Krumes	Recording Secretary, MDLSR
Chris Valaire	Assistant CAO MDLSR
Mark Short	Applicant

CALL TO ORDER

Chair L. McCann called the meeting to order at 1:30 p.m.

INTRODUCTIONS

ADOPTION OF AGENDA

MOTION: MPC 023-25

Moved by D. Fulmore to adopt May 20, 2025, Municipal Planning Commission Agenda as presented.

CARRIED

ADOPTION OF MINUTES

MOTION: MPC 024-25

Moved by B. Mackay to adopt April 15, 2025, Municipal Planning Commission Minutes as amended, modular homes revised to park model.

CARRIED

PRESENTATION OF REPORTS

Development Authority provided reports to the Municipal Planning Commission applications 25-D-008, 25-D-010 and 25-D-028 and 25-S-01.

CLOSED SESSION

MOTION: MPC 025-25

Moved by N. Seatter that the Municipal Planning Commission move into Closed Session at 2:34 p.m. Development applications 25-D-008, 25-D-010, 25-D-028 & Subdivision application 25-S-01 were reviewed during closed session. As per section 197 (2.1) of the *Municipal Government Act*.

CARRIED

OPEN SESSION

MOTION: MPC 026-25

Moved by N. Seatter to return to open session 2:48 p.m.

CARRIED

DEVELOPMENT APPLICATIONS

25-D-008

Applicant:	Mark and Susan Short
Development File #	25-D-008 Discretionary Use – Accessory Building 50' x 50'
Legal Land:	Plan 1523988; 1; 2 (NW-7-73-5-W5)
Zoning:	Residential Un-Services (RUS)

MOTION: MPC 027-25

Moved by B. Pearson that the Municipal Planning Commission APPROVE Development Permit Application **25-D-008** for **Accessory Building to Permitted Uses (50' x 50')** with the following conditions:

1. Must meet minimum setback of:
Front Yard - 7.5 meters (24.6 feet) from property line
Side Yard - 5.5 meters (18 feet) from property line
Rear Yard - 5.5 meters (18 feet) from property line
NOTE: A minimum setback of 30 m (100 ft) shall be provided for all buildings from the top of the bank of any watercourse, from the top of the ravine or other topographical feature in which a watercourse is located, or from any water body.
2. Accessory building height shall not exceed 8 meters (26.3 feet).
3. The developer is responsible for ensuring that all relevant onsite utilities (water, sewer, telephone, gas, power, etc.) are secure before commencing excavation and construction.
4. Prior to the commencement of construction, the Municipal District of Lesser Slave River No. 124 and the Province of Alberta require that all developers obtain Building Permits, Plumbing Permits, Gas Permits, Electrical Permits, and Private Sewage and Disposal System Permits prior to the construction or location of a building. The developer shall contact certified building inspectors to obtain all relevant permits and upon issuance, shall provide a copy to the Municipal District immediately.
5. The relocation of any building shall meet the Alberta Building Code and any applicable safety code standard.
6. The developer shall be made aware that the proposed development lies within a 1 in 100 year floodplain. Due to the potential for flood activity in the area, the Municipal District of Lesser Slave River No. 124 Development Authority requires that the developer implement preventative measures and enter into a written agreement that can be caveated or otherwise registered against the titles of the affected lands, that: "a" the developer and/or any subsequent landowners shall be responsible for any damage or loss caused by flooding, erosion or subsidence; "b" the developer and/or any subsequent landowners shall indemnify the Municipal District of Lesser Slave River No. 124, and related parties, against any loss, damage or costs, etc.; and "c" development on the lands shall be restricted so as to comply with the preventative measures referred to in subsection 6.1.3 of the Land Use Bylaw 2021-17 and in any further or other manner that the Development Authority deems appropriate.
7. The developer shall keep the site clean and orderly.
8. No other buildings or use are allowed on this lot without municipal authorization.
9. This permit does not excuse any violation of any regulation or act which may affect the proposed project.
10. The developer is encouraged to FireSmart buildings and properties to guard against wildfires. For more information, go to <https://livefiresmart.ca/> OR <https://firesmartcanada.ca/>.
11. The development shall not commence until 21 days after the Date of Decision.
12. The Development Permit is valid for a 12-month period starting from the Date of Decision.
13. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Rights Tribunal, the Development Permit will be valid for a 12-month period starting from the date of decision by the board hearing the appeal and in accordance with all conditions placed on it by the board.
14. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Tribunal, the development shall not commence until after the board of appeal has rendered a decision.
15. The development will be carried out in accordance with the approved application, approved plans and all the conditions contained in this Development Permit Notice of Decision.
16. The developer must obtain any and all necessary permits and approvals from any and all other regulatory bodies which may have jurisdiction over this proposal.
17. Any appeal of this decision lies to the Intermunicipal Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

25-D-010

Applicant: Mark and Susan Short
Development File # 25-D-010 Discretionary Use - Addition to dwelling
Legal Land: Plan 1523988; 1; 2 (NW-7-73-5-W5)
Zoning: Residential Un-Services (RUS)

MOTION: MPC 028-25

Moved by N. Seatter That the Municipal Planning Commission APPROVE Development Permit Application 25-D-010 for Dwelling, Single-Detached with Garage Suite with the following conditions:

1. Must meet minimum setback of:
Front Yard - 7.5 meters (24.6 feet) from property line
Side Yard - 7.45 meters (24.4 feet) from property line (Variance from 7.5 m)
Rear Yard - 7.5 meters (24.6 feet) from property line
NOTE: A minimum setback of 30 m (100 ft) shall be provided for all buildings from the top of bank of any watercourse, from the top of the ravine or other topographical feature in which a watercourse is located, or from any water body.
2. Principal building height shall not exceed 10.6 meters (34.8 feet).
3. The developer is responsible for ensuring that all relevant onsite utilities (water, sewer, telephone, gas, power, etc.) are secure before commencing excavation and construction.
4. Prior to the commencement of construction, the Municipal District of Lesser Slave River No. 124 and the Province of Alberta require that all developers obtain Building Permits, Plumbing Permits, Gas Permits, Electrical Permits, and Private Sewage and Disposal System Permits prior to the construction or location of a building. The developer shall contact certified building inspectors to obtain all relevant permits and upon issuance, shall provide a copy to the Municipal District immediately.
5. NEW HOMES ARE REQUIRED TO COMPLY WITH THE REQUIREMENTS OF THE New Home Buyer Protection Act and is built by a person that holds the appropriate licence or authorization or is exempt from the requirement for a licence or authorization. For more information and updates: HomeWarranty.Alberta.ca and www.builderlicencing.alberta.ca or contact builderlicencing@gov.ab.ca or 1866-421-6929.
6. A certificate or a Real Property Report certified by a registered surveyor be provided to the Development Authority upon completion of the footings or pilings for the development and prior to commencement of any other construction relating to the development, indicating that the development, specifically the location and elevation of the development, is in accordance with the approved development permit application or any conditions of approval of that application.
7. The developer shall be made aware that the proposed development lies within a 1 in 100 year floodplain. Due to the potential for flood activity in the area, the Municipal District of Lesser Slave River No. 124 Development Authority requires that the developer implement preventative measures and enter into a written agreement that can be caveated or otherwise registered against the titles of the affected lands, that: "a" the developer and/or any subsequent landowners shall be responsible for any damage or loss caused by flooding, erosion or subsidence; "b" the developer and/or any subsequent landowners shall indemnify the Municipal District of Lesser Slave River No. 124, and related parties, against any loss, damage or costs, etc.; and "c" development on the lands shall be restricted so as to comply with the preventative measures referred to in subsection 6.1.3 of the Land Use Bylaw 2021-17 and in any further or other manner that the Development Authority deems appropriate.
8. Any exterior lighting shall be directed so that the area illuminated is contained entirely within the site.

9. The developer must ensure that proper permits are obtained for hauling oversize weight loads on any Municipal Roadway in conjunction with this project. Please contact Road Data at <https://www.roadata.com> for a road weight control special permit.
10. Where municipal water and/or sewer service is available the landowner/developer is responsible for all costs and fees associated with the provision of service to the property, as per Municipal Bylaws.
11. The developer shall keep the site clean and orderly.
12. No other buildings or use are allowed on this lot without municipal authorization.
13. This permit does not excuse any violation of any regulation or act which may affect the proposed project.
14. The developer is encouraged to FireSmart buildings and properties to guard against wildfires. For more information, go to <https://livefiresmart.ca/> OR <https://firesmartcanada.ca/>.
15. The development shall not commence until 21 days after the Date of Decision.
16. The Development Permit is valid for a 12-month period starting from the Date of Decision.
17. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Rights Tribunal, the Development Permit will be valid for a 12-month period starting from the date of decision by the board hearing the appeal and in accordance with all conditions placed on it by the board.
18. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Tribunal, the development shall not commence until after the board of appeal has rendered a decision.
19. The development will be carried out in accordance with the approved application, approved plans and all the conditions contained in this Development Permit Notice of Decision.
20. The developer must obtain any and all necessary permits and approvals from any and all other regulatory bodies which may have jurisdiction over this proposal.
21. Any appeal of this decision lies to the Intermunicipal Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

CARRIED

25-D-028

Applicant:	Carrie and Chris Forsyth
Development File #	25-D-028 Discretionary Use – Dwelling, Single – detached with attached deck (Variance rear yard from 7.5 m's to 4.57 m's)
Legal Land:	Plan 9521196; 3; 5A (NE-01-73-26-W5M)
Zoning:	Residential Un-Serviced (RUS)

MOTION: MPC 029-25

Moved by B. Mackay That the Municipal Planning Commission APPROVE Development Permit Application 25-D-028 for Dwelling, Single-Detached (Variance to Rear Yard Setback from 7.5 m to 4.57 m) with the following conditions:

1. Must meet minimum setback of:
 - Front Yard - 7.5 meters (24.6 feet) from property line
 - East Side Yard – 4.57 meters (14.76') from property line (variance from 7.5 meters (24.6 feet)
 - West Yard - 7.5 meters (24.6 feet) from property line
 - Rear Yard - 7.5 meters (24.6 feet) from property lineNOTE: A minimum setback of 30 m (100 ft) shall be provided for all buildings from the top of bank of any watercourse, from the top of the ravine or other topographical feature in which a watercourse is located, or from any water body.

2. A certificate or a Real Property Report certified by a registered surveyor must be provided to the Development Authority upon completion of the footings or pilings for the development and prior to commencement of any other construction relating to the development, indicating that the development, specifically the location of the development, is in accordance with the approved development permit application.
3. Principal building height shall not exceed 10.6 meters (34.8 feet).
4. The developer is responsible for ensuring that all relevant onsite utilities (water, sewer, telephone, gas, power, etc.) are secure before commencing excavation and construction.
5. Prior to the commencement of construction, the Municipal District of Lesser Slave River No. 124 and the Province of Alberta require that all developers obtain Building Permits, Plumbing Permits, Gas Permits, Electrical Permits, and Private Sewage and Disposal System Permits prior to the construction or location of a building. The developer shall contact certified building inspectors to obtain all relevant permits and upon issuance, shall provide a copy to the Municipal District immediately.
6. NEW HOMES ARE REQUIRED TO COMPLY WITH THE REQUIREMENTS OF THE New Home Buyer Protection Act and is built by a person that holds the appropriate licence or authorization or is exempt from the requirement for a licence or authorization. For more information and updates: HomeWarranty.Alberta.ca and www.builderlicencing.alberta.ca or contact builderlicencing@gov.ab.ca or 1866-421-6929.
7. Decks shall remain uncovered and unenclosed; if they do become covered and enclosed, they shall be considered an addition to the principal building or an accessory structure and shall be required to meet all applicable regulations in their district and the Alberta Building Code.
8. The developer must ensure that proper permits are obtained for hauling oversize weight loads on any Municipal Roadway in conjunction with this project. Please contact Road Data at <https://www.roadata.com> for a road weight control special permit.
9. Any exterior lighting shall be directed so that the area illuminated is contained entirely within the site.
10. Water and wastewater facilities shall be provided, at the developer's expense, and meet Provincial Regulations from a Safety Codes Agency.
11. The developer shall keep the site clean and orderly.
12. No other buildings or use are allowed on this lot without municipal authorization.
13. This permit does not excuse any violation of any regulation or act which may affect the proposed project.
14. The developer is encouraged to FireSmart buildings and properties to guard against wildfires. For more information, go to <https://livefiresmart.ca/> OR <https://firesmartcanada.ca/>.
15. The development shall not commence until 21 days after the Date of Decision.
16. The Development Permit is valid for a 12-month period starting from the Date of Decision.
17. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Rights Tribunal, the Development Permit will be valid for a 12-month period starting from the date of decision by the board hearing the appeal and in accordance with all conditions placed on it by the board.
18. If the Development Permit has been appealed to the Intermunicipal Subdivision and Development Appeal Board or the Lands and Property Tribunal, the development shall not commence until after the board of appeal has rendered a decision.
19. The development will be carried out in accordance with the approved application, approved plans and all the conditions contained in this Development Permit Notice of Decision.

20. The developer must obtain any and all necessary permits and approvals from any and all other regulatory bodies which may have jurisdiction over this proposal.
21. Any appeal of this decision lies to the Intermunicipal Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

CARRIED

**SUBDIVISION
APPLICATIONS**

25-S-01

Applicant: Don Wilson Surveys for Ron Lanning
Owner: Ron Lanning
Subdivision File #: 25-S-01 – First Parcel Out
Legal Land: SW-23-71-26-4
Zoning: Agricultural

MOTION: MPC 030-25

Moved by J. Weinrich That the Municipal Planning Commission APPROVE Subdivision Application **25-S-01, First Parcel Out**, with the following conditions:

1. That prior to the endorsement the registered owner and/or developer enter and comply with the terms and conditions of a development agreement with the Municipal District of Lesser Slave River pursuant to Section 655 of the Municipal Government Act which the development agreement may be registered by way of caveat against the subject title. This Development Agreement will include provisions to construct access approached to each lot if the approaches do not meet municipal standards.
 2. The applicant shall provide the MD of Lesser Slave River No. 124 with a report, from an agency accredited by the Alberta Safety Codes Council, showing:
 - a. the on-site sewage disposal system for the proposed lot complies with the requirements of the Alberta Private Sewage Standards of Practice and the Private Sewage Disposal Systems Regulation (AR 229/97 as it pertains to the requirements relating to lot size and distances between property lines, buildings, water sources and private sewage disposal systems; or
 - b. a variance to the requirements has been approved; or
 - c. the relocation or replacement of the on-site sewage disposal system meeting the requirements of the Alberta Private Sewage Standards of Practice.
- All associated costs shall be the responsibility of the applicant.
3. That the taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.
 4. This conditional subdivision approval is valid for one year. If the developer cannot complete the conditions in this time frame, the developer shall apply for a subdivision time extension.

CARRIED

Recessed 2:54 p.m. 2:58 p.m.
Assistant CAO Valaire left at 2:54 p.m.

ROUNDTABLE

Catalis mapping software was presented by A Holden, and MPC members shown how to search and navigate the maps.

The next Municipal Planning Commission meeting is on **Tuesday, June 17, at 1:30 p.m.**

ADJOURNMENT

MOTION: MPC 031-25

Moved by D. Fulmore to adjourn the meeting at 3:24 p.m.

CARRIED

Development Authority

CHAIR