

MINUTES

Municipal Planning Commission Meeting
November 19, 2024, 1:30 p.m.
MD Council Chambers

MEMBERS PRESENT

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

MEMBERS ABSENT

IN ATTENDANCE

Samantha Dyck	Development Authority, MDLSR
Ann Åsfrid Holden	Development Authority, MDLSR
Rudolf Liebenberg	Operational Director, MDLSR
Liz Krumes	Recording Secretary, MDLSR
Ryan Dierker	Applicant
Molly Fyten	Director (Contractor), Strategic Projects & Initiatives
Ted Barnes (via Teams)	Applicant

CALL TO ORDER Development Authority A. Holden called the meeting to order at 1:48 p.m.

INTRODUCTIONS

ADOPTION OF AGENDA

MOTION: MPC 045-24
Moved by C. Stockman to adopt the November 19, 2024, Municipal Planning Commission Agenda as amended to add the following: closed session at the end of the meeting and move to item 8.2 to 8.1 and 6.1 to 8.4.

CARRIED

ADOPTION OF MINUTES

MOTION: MPC 046-24
Moved by D. Fulmore to adopt the August 20, 2024, Municipal Planning Commission Meeting Minutes as amended. Add carried to motion MPC 041-024 of the Aug 20, 2024, minutes.

CARRIED

APPOINTMENT OF CHAIR

Call for nominations for Chair. Brad Pearson nominated Lana McCann, Lana McCann accepted. No other nominations were made.

MOTION: MPC 047-24
Moved by B. Pearson to appoint Lana McCann as Chair for the Municipal Planning Commission.

CARRIED

APPOINTMENT OF CHAIR

Call for nominations for Vice Chair. Darren Fulmore nominated Norm Seatter, Norm Seatter accepted. No other nominations were made.

MOTION: MPC 048-24
Moved by D. Fulmore to appoint Norm Seatter as Vice Chair for the Municipal Planning Commission.

CARRIED

NEW BUSINESS

MOTION: MPC 049-24
Moved by B. Pearson to appoint Norm Seatter as Member of Intermunicipal Development Plan Steering Committee for 2025

CARRIED

All Applications were reviewed, and applicants could respond to questions

CLOSED SESSION

MOTION: MPC 050-24

Moved by B. Mackay to move into closed session at 3:33 p.m. as per the following Sections of the FOIP Act with Chair McCann, Director of Planning & Development, Utilities & Protective Services R. Liebenberg, Planning & Development Officers A. Holden & S. Dyck, and Recording Secretary L. Krumes.

All Development applications were reviewed during closed session.

Section 16 Disclosure harmful to a business interest of a third party
Section 17 Disclosure harmful to personal privacy

CARRIED

OPEN SESSION

MOTION: MPC 051-24

Moved by N. Seatter to return to open session at 4:03 p.m.

CARRIED

**DEVELOPMENT
APPLICATIONS
24-D-044**

Applicant:	Ted Barnes
Development File #:	24-D-044 Discretionary Use – Two Accessory Buildings to an Accessory Use (Recreation Camp)
Legal Land:	Plan 9523561; Lot A (NW 13-70-01-W5M)
Rural Address:	10081 Crosswell Road
Zoning:	Community Facilities (CF) District

MOTION: MPC 052-24

Moved by N. Seatter that the Municipal Planning Commission APPROVE Development Permit Application 24-D-044 Discretionary Use – 2 Accessory Buildings to a Discretionary Use (Recreation Camp) with the following conditions:

1. Must meet minimum setback of:

Front Yard – 20.0 meters (65.6 feet) from property line

East Side Yard - 1.2 meters (3.9 feet) from property line

West Side Yard - 1.2 meters (3.9 feet) from property line

Rear Yard – 3.0 meters (9.8 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. 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 Shari Spencer at shari.spencer@mclsr.ca for a road weight control special permit.

3. Accessory building height shall not exceed 8 meters (26.3 feet).

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. Any exterior lighting shall be directed so that the area illuminated is contained entirely within the site.

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. No portion of any building shall project onto, over or into a minimum required yard.

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9. The developer is responsible for ensuring that all relevant onsite utilities (water, sewer, telephone, gas, power, etc.) are secure before commencing excavation and construction.
10. The developer shall keep site clean and orderly.
12. 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.
13. This permit does not excuse any violation of any regulation or act which may affect the proposed project.
14. 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.
15. **The applicant shall supply the MC of Lesser Slave Lake No. 124 with an Emergency Response Plane approved by the Lesser Slave Regional Fire Chief.**
16. The development shall not commence until 21 days after the Date of Decision.
17. The Development Permit is valid for a 12-month period starting from the Date of Decision.
18. If the Development Permit has been appealed to the 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. If the Development Permit has been appealed to the 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.
20. **Any appeal of this decision lies to the Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.**

CARRIED

24-D-047

Applicant: Rudi Woolson
Development File #: 24-D-047 Variance to North Side Yard Setback– Dwelling, Single-Detached
Legal Land: Plan 5236 TR, Block 1, Lot 10 (NW-18-75-6-W5M)
Rural Address: 137 Herb Crescent
Zoning: Residential Unserved (RUS) District

MOTION: MPC 053-24

Moved by B. Mackay that the Municipal Planning Commission APPROVE Development Permit Application 24-D-047 Dwelling, Single Detached with a Variance to Side Yard Setback with the following conditions:

1. Must meet minimum setback of:
Front Yard - 7.5 meters (24.6 feet) from property line
North Side Yard -2.0 meters (6.6 feet) from property line. **Variance from 7.5 meters (24.6 feet) to 2.0 meters (6.6 feet) from the property line.**
South Side Yard - 7.5 meters (24.6 feet) from property line
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. All decks greater than 0.6 m (2 ft) in height shall be attached to either the principal building or accessory building/structure. In no instance shall a deck be permitted to be attached to a recreational vehicle.
5. 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.
6. **BUILDING PERMITS WILL ONLY BE ISSUED FOR HOMES THAT COMPLY WITH THE REQUIREMENTS OF THE New Home Buyer Protection Act and is built**

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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. 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.

8. Approaches/accesses to any development shall follow the MD's Approach Construction Guidelines and Municipal Servicing Standards.

9. A recreational vehicle shall not be considered, and subsequently used, as a permanent dwelling.

10. A recreational vehicle shall not be stored within any of the defined setback areas.

11. Land within the setback areas of slopes and watercourses shall be kept in its natural state. Existing vegetation or tree removal shall not be permitted unless the Development Authority is satisfied, through the submission of a detailed geotechnical engineering study from a registered engineer, that the removal of the vegetation or trees will not have an adverse effect on the integrity of the slope. Where vegetation is to be retained a covenant shall be registered against the property preventing future removal or damage of the vegetation.

12. No portion of any building shall project onto, over or into a minimum required yard.

13. No other buildings or use are allowed on this lot without municipal authorization.

14. No parking on municipal roads is permitted in the MD unless explicit consent has been provided by the MD. When accessing the need for on-site parking, applicants shall assume that no parking is permitted on municipal roads.

15. The applicant shall ensure that dust and noise control measures are undertaken to prevent such items from becoming an annoyance to neighboring landowners.

16. 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/>.

17. 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 Shari Spencer at shari.spencer@mdlsr.ca for a road weight control special permit.

18. The developer shall keep the site clean and orderly.

19. The relocation of any building shall meet the Alberta Building Code and any applicable safety code standard.

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. This permit does not excuse any violation of any regulation or act which may affect the proposed project.

22. 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.

23. The Development Permit is valid for a 12-month period starting from the Date of Decision.

24. The development shall not commence until 21 days after the Date of Decision.

25. If the Development Permit has been appealed to the 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.

26. If the Development Permit has been appealed to the 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.

27. Any appeal of this decision lies to the Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.

CARRIED

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24-D-050

Applicant: Darrell Jensen
Development File #: 24-D-050 Discretionary Use – Dwelling, Single Detached & Two (2) Sea Cans
Legal Land: Plan 952 1022; Block 1; Lot 22 (SW-31-73-07-W5M)
Rural Address: 21 Lakeview Heights
Zoning: Residential Serviced (RS) District

MOTION: MPC: 054-24

Moved by J. Weinrich That the Municipal Planning Commission APPROVE Development Permit 24-D-050 for a dwelling, single detached and 2 sea cans with the following conditions:

1. Must meet minimum setback of:
Front Yard - 7.5 meters (24.6 feet) from property line East Side Yard – 1.2 meters (3.9 feet) from property line West Side Yard – 1.2 meters (3.9 feet) from property line Rear Yard - 7.5 meters (24.6 feet) from property line
Please NOTE: Additional setback requirements for Sea Cans are noted under Condition #18.
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. 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 Bylaw 2003-08.
5. All decks greater than 0.6 m (2 ft) in height shall be attached to either the principal building or accessory building/structure. In no instance shall a deck be permitted to be attached to a recreational vehicle.
6. 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.
7. Any exterior lighting shall be directed so that the area illuminated is contained entirely within the site.
8. The landowner shall pay an installation fee of \$200.00 + GST for the required rural address sign.
9. BUILDING PERMITS WILL ONLY BE ISSUED FOR HOMES THAT 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.
10. 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.
11. Accessory building height shall not exceed 8 meters (26.3 feet).
12. Approaches/accesses to any development shall follow the MD's Approach Construction Guidelines and Municipal Servicing Standards.
13. No other buildings or use are allowed on this lot without municipal authorization.
14. No parking on municipal roads is permitted in the MD unless explicit consent has been provided by the MD. When accessing the need for on-site parking, applicants shall assume that no parking is permitted on municipal roads.
15. No portion of any building shall project onto, over or into a minimum required yard.
16. Sea cans shall be painted and/or sided to complement the principal building on site, to the satisfaction of the Development Authority. (In the Residential Serviced (RS), Residential Un-Serviced (RUS), and Urban Reserve (UR) districts)

17. Sea cans shall be used as an accessory structure for storage purposes only, unless the sea can has been transformed to meet the Alberta Building Code and any applicable Safety Code standard.
18. **Sea cans shall not be allowed in any front yard.** (In the Residential Serviced (RS), Residential Un-Serviced (RUS), and Urban Reserve (UR) districts) **As such, the sea cans on site must be moved no later than April 30th, 2025, so as to be in the rear yard of the dwelling. Proof of the new location of the sea cans must be provided to the MD of Lesser Slave River No. 124.**
19. Sea cans shall not be located in the regulated setback areas in any district.
20. Sea cans shall not be stacked.
21. Where a sea can is visible from a public road and/or neighbouring properties, landscaping, screening and/or fencing shall be required to the satisfaction of the Development Authority.
22. The applicant shall ensure that dust and noise control measures are undertaken to prevent such items from becoming an annoyance to neighboring landowners.
23. This permit does not excuse any violation of any regulation or act which may affect the proposed project.
24. 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.
25. The developer shall keep site clean and orderly.
26. The Development Permit is valid for a 12-month period starting from the Date of Decision.
27. The development shall not commence until 21 days after the Date of Decision.
28. 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.
29. If the Development Permit has been appealed to the 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.
30. If the Development Permit has been appealed to the 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.
31. **Any appeal of this decision lies to the Subdivision and Development Appeal Board pursuant to section 685(2.1) of the Act.**

CARRIED

**SUBDIVISION
APPLICATIONS
24-S-11**

Applicant:	Marc Boissonneault
Owner:	M.K.B. Trucking Ltd
Subdivision File #:	24-S-11 Subdivision
Legal Land:	2580TR; ; 7 (NE-30-72-4-W5)
Rural Address:	West Mitsue Industrial Rd
Zoning:	Heavy Industrial (HI) District

MOTION: MPC 055-24

Moved by B. Pearson that the Municipal Planning Commission TABLE Subdivision Application 24-S-11 to the next regular meeting or until additional information is received from ATCO Gas.

CARRIED

24-S-12

Applicant:	Ryan Dierker
Owner:	Robert and Karen Dierker
Subdivision File #:	24-S-12 Subdivision
Legal Land:	NW-23-73-7-W5M
Rural Address:	71067 TWP RD 734
Zoning:	Residential Services (RS) District

MOTION: MPC 056-24

Moved by B. Pearson that the Municipal Planning Commission APPROVE Subdivision Application 24-S-12 with the following conditions:

1. That prior to the endorsement the registered owner and/or developer enter into 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 may include provisions for municipal utilities, electricity, gas, and access approaches to the appropriate lots.
2. That prior to endorsement of this plan, the landowner/developer grant a use, access and maintenance easement to the Municipal District to protect the existing water service crossing the titled area to the two (2) parcels of land at Plan 123-4567. This easement shall be protected by right-of-way and by caveat and be registered against the title of the subject part of the quarter section concurrently with the registration of the instrument affecting this plan.
3. The landowner/developer must install C/C for water and sewer to the property line
4. That land taxes are fully paid prior to final approval (endorsement) of this instrument effecting the subdivision is requested.
5. 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

24-S-13

Applicant: Don Wilson Surveys Ltd.
Owner: Anthony Kirkland and Jenason Farms
Subdivision File #: 24-S-13 Lot Line Adjustment
Legal Land: Plan 092 9964;1 SE 3-66-27-W4M
Rural Address: 272032 TWP RD 660
Zoning: Residential Un-serviced (RUS) District

MOTION: MPC 057-24

Moved by C. Stockman that the Municipal Planning Commission APPROVE Subdivision Application 24-S-13 with the following conditions:

1. That prior to the endorsement the registered owner and/or developer enter into 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 the required municipal improvements as well as install electricity, water, gas, internal roads, and access approached to each lot.
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 taxes are fully paid when final approval (endorsement) of the instrument effecting 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

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ROUNDTABLE

- Appeal hearing dates were discussed.
- Change coming to SDAB with the joining of the ISDAB (Intermunicipal Subdivision and Development Appeal Board).
- Changes to subdivision conditions regarding sewer system compliance which were recommended by legal.
- Queried training for MPC was declined due to expense.

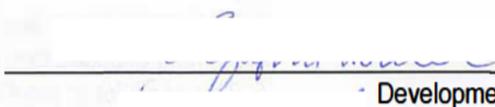
ADJOURNMENT

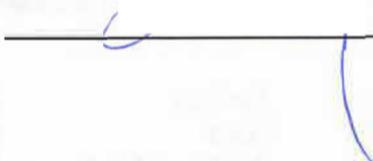
MOTION: MPC 058-24

Moved by C. Stockman to adjourn the meeting at 4:33 p.m.

CARRIED

The next Municipal Planning Commission meeting is on **Tuesday, December 10, 2024, at 1:30 p.m.**


Development Authority


CHAIR