



Municipality of Crowsnest Pass
Municipal Planning Commission Minutes
Wednesday, July 24, 2024, at 2:00 PM

- PRESENT:** Dean Ward, Chair
Sam Silverstone, Vice Chair
Dave Filipuzzi, Member
Doreen Johnson, Member
Gaston Aubin, Member
Gus Kollee, Member
- ADMINISTRATIVE:** Katherine Mertz, Development Officer
Johan Van Der Bank, Manager of Development & Trades
Ryan Dyck, ORRSC
Shay Sawatzky, Recording Secretary
- ABSENT:** Don Montalbetti, Member (Apology)
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1. Call to Order

The chair called the meeting to order at 2:00 pm.

1.1 Introduction of Members. Welcome returning Member, Gaston Aubin and new Member, Gus Kollee

2. Agenda

Gus Kollee requested an in-camera item discussion regarding "Agenda Package".

MOTION by Sam Silverstone to accept the agenda with the following amendments:

Addition of In Camera discussion, Item 10.1 regarding Agenda packages supplied to the Board

CARRIED

3. Minutes

MOTION by Doreen Johnson to adopt the minutes of June 26, 2024, as presented.

CARRIED

4. Consent Agenda

MOTION by Dave Filipuzzi to accept the Oldman Regional River Services Commission Periodical – Summer 2024 Issue "Hamlets" for information.

CARRIED

5. Requests for Decision - Subdivision Applications

5.1 Subdivision 2024-0-088 Lot 1, Block 1, Plan 0716441 and part of NW1/4 16-7-3-W5M

MOTION by Gus Kollee to approve Subdivision Application 2024-0-088 with the resolution provided and the following amendments to Reserve items 3 & 4, as below:

In Item 3: place a full stop after "... Lot 1, Block 1, Plan 0716411", delete the wording "... and with a corresponding agreement for the same" before the word "OR", delete the last phrase after the word "OR", and place the last phrase from Item number 4 into Item number 3, after the word "OR", for Item number 3 to read as follows:

3. AND FURTHER that Environmental Reserve (ER), pursuant to Section 664 of the Municipal Government Act, to be dedicated as a minimum 6 m wide strip on both sides of Drum Creek, and along with the entirety of the adjacent wetland area, and the river island portion of the title, and a 6 m wide strip measured from the top of bank above the bed and shore of the Crowsnest River along the entire length of the river adjacent to Lot 1, Block 1, Plan 0716441 OR in the form of an Environmental Reserve Easement (ERE) with a corresponding agreement for the same.

In Item 4: delete the last phrase of the sentence "... in the form of an ER easement, along with a corresponding agreement for the same", such that Item 4 concludes with a full stop after "... within the subdivision area."

CARRIED

5.2 Subdivision 2024-0-091 SW1/4 17-7-3-W5M

MOTION by Gus Kollee to approve Subdivision Application 2024-0-091 with the resolution provided and to strike condition number 2.

CARRIED

6. Requests for Decision – Development Permit Applications

6.1 DP2023-TH002 – 13509 20 Avenue, Blairmore (Lot 7-8 Block 1 Plan 2897R)

To request an extension for DP2023-TH002 to operate a "Short-Term Rental / Bed & Breakfast" (discretionary use) and to revise the Maximum occupancy from 4 to 6 guests.

MOTION by Dave Filipuzzi to approve DP2023-TH002 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.2 DP2024-156 – 1736 E. Hillcrest Drive, Hillcrest (Lot 2 Block 2 Plan 0712040)

For an “Accessory Building or Use over 95.28m²” (Shop-133.75m²) (discretionary use), with a 29% variance to the maximum building height.

MOTION by Gaston Aubin to approve DP2024-156 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.3 DP2024-198 – 7033 18 Avenue, Coleman (Lot(s) 11 & 12 Block D Plan 2446AA)

For an existing “Accessory Building up to 72.8m²” (Shed - 9.61m² - permitted use) with a 95% variance to the rear yard setback from 0.6m to 0.03m and;

For an existing Accessory Building up to 72.8m² (Garage – 53.44m² – permitted use) with a 2% variance to the rear yard setback and a 27% variance to the east side yard setback; and for an existing “Accessory Building” (Raised Deck – permitted use) with an 88% variance to the east side yard setback from 0.6m to 0.07m

MOTION by Dave Filipuzzi to approve DP2024-198 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

6.4 DP2024-205 – 2717 Valley Ridge Rd., Frank (Lot 5 Block 1 Plan 9811164)

For an “Accessory Building or Use over 95.2m²” (Building- 125.35m²) (discretionary use) with a 28% variance to the maximum building height from 5.0m to 6.4m.

MOTION by Doreen Johnson to approve DP2024-205 with conditions as identified by Alternative A in the MPC request for decision package.

CARRIED

7. Land Use Bylaw Amendments

Received as information:

- 7.1 Bylaw 1124, 2022** - Proposed Road Closure - Part of 5th Street; Plan 6432 F.E. & Ash Ave. Plan 6828 E.O. - All Within SE 1/4 SEC 29; TWP 7; RGE 3; W.5 M.
- 7.2 Bylaw 1161, 2023** - Proposed Road Closure - Plan 6432 F.E. That portion of Fifth Street contained within Area “B”, Plan _____, 0.012 ha (0.030 acres) more or less, excepting thereout all mines and minerals.
- 7.3 Bylaw 1156, 2023** - Land Use Bylaw Amendment - Rezone Lots 1-4, Block 2, Plan 6099AQ.

7.4 Bylaw 1170, 2023 - Proposed Road Closure - Plan 6099AQ All that Portion of Lane Within Block 5 and Fir Avenue forming Part of Lot 31, Block 5, Plan _____, Containing 0.181 ha (0.45 ac) More or Less.

7.5 Bylaw 1182, 2024 - Land Use Bylaw Amendment and Associated Rezoning (UTAR & NUTAR Districts)

8. Appeals

None

9. Round Table Discussion

None

10. Next Meeting

10.1 Next meeting August 28, 2024, at 2:00 pm. Doreen Johnson noted her apology for not being able to attend this meeting.

10.2 The Commission discussed re-scheduling of the September meeting from the regular scheduled date of September 25, 2024, to September 17, 2024, at 2:00 pm, as members had other commitments and would not be able to attend on the regular scheduled date.

MOTION by Sam Silverstone to accept the upcoming meeting dates.

CARRIED

11. In Camera

MOTION by Dave Filipuzzi to close the meeting to the public and go In Camera under Section 197 of the Municipal Government Act for Agenda item 11.1, for the purpose of discussion of confidential matters pertaining to the Municipal Planning Commission Agenda Package contents under Section 25 of the Freedom of Information and Protection of Privacy Act, and to take a short recess at 2:50 pm. The meeting was called to order at 2:57 pm.

Those present:

Dean Ward, Sam Silverstone, Dave Filipuzzi, Doreen Johnson, Gaston Aubin, Gus Kollee, Katherine Mertz, Johan Van Der Bank, Ryan Dyck, Shay Sawatzky, Jeremy Wickson

CARRIED

All Public Attendee(s) left the meeting

Dean Ward convened the In Camera session at 2:57 pm. Jeremy Wickson, Temporary Director of Development, Engineering & Operations in attendance to provide advice. Regular meeting reconvened at 3:10 pm.

MOTION by Doreen Johnson to open the meeting to the public at 3:10 pm.

CARRIED

MOTION by Gus Kollee that Administration provide to the Board the following additional information in the Municipal Planning Commission Agenda package pertaining to Development Permit Applications: Land Title Certificates and the original Development Permit Application form. Administration to report back to the Board regarding whether this request is compliant with the Municipal Government Act and the Freedom of Information and Protection of Privacy Act at their earliest convenience.

CARRIED

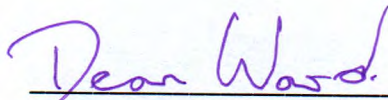
12. **Adjourn**

MOTION by Dave Phillipuzzi to adjourn the meeting at 3:12 pm.

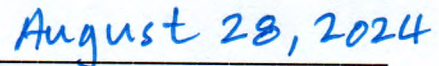
CARRIED

13. **Approval of Minutes**

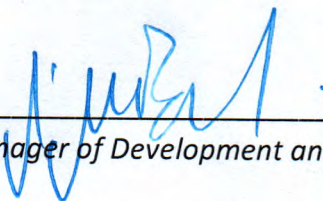
Approved By:



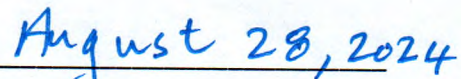
Chairperson



Date



Manager of Development and Trades



Date