

MINUTES OF THE REGULAR MEETING OF THE DEVELOPMENT  
AUTHORITY OF THE TOWN OF TABER, IN THE PROVINCE OF  
ALBERTA, HELD IN THE COUNCIL CHAMBERS, ADMINISTRATION  
BUILDING, ON JUNE 17, 2019, AT 1:30 PM.

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**Chairperson**

Roger Miles

**Members**

Mark Garner  
Ron Levagood  
Joe Strojwas

**Absent**

Ron Hadden

**Staff**

Phyllis Monks  
Grace Noble

**CALL TO ORDER**

Chairperson Miles called the June 17<sup>th</sup>, 2019, regular meeting of the  
Municipal Planning Commission to order at 1:31 pm.

CARRIED UNANIMOUSLY

**ADOPTION OF THE AGENDA**

RES. 43/2019      Councillor Strojwas moved to adopt the June 17<sup>th</sup>,  
2019, Municipal Planning Commission meeting  
agenda as presented.

CARRIED UNANIMOUSLY

**ADOPTION OF THE MINUTES**

**Meeting Minutes of the May 21, 2019 Municipal Planning  
Commission**

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RES. 44/2019 Councillor Garner moved that the Municipal Planning Commission adopts the minutes of the regular Municipal Planning Commission meeting held on May 21<sup>st</sup>, 2019, as presented.

CARRIED UNANIMOUSLY

## **BUSINESS ARISING FROM THE MINUTES**

### **Communications Plan**

G. Noble presented the outline of the communication plan and turned the item over to M. Brennan, the Town of Taber Communications and Projects Coordinator. A discussion was had regarding the costs and how the topics & materials will be handed out.

RES. 45/2019 Moved by Councillor Strojwas that the Municipal Planning Commission approves the Planning Department Communications Initiatives Plan.

CARRIED UNANIMOUSLY

## **ACTION ITEMS**

### **5705 64 St - Portable Sign Renewal**

G. Noble presented the portable sign for renewal and a discussion was had regarding the location.

RES. 46/2019 Moved by Councillor Garner that the Municipal Planning Commission renews the Portable Sign located at 5705 64<sup>th</sup> St., Lot 15, Block 7, Plan 0612098 for a period of one year.

CARRIED UNANIMOUSLY

### **5414 46 Ave - Portable Sign Renewal**

G. Noble presented the portable sign for renewal and a discussion was had regarding the location.

RES. 47/2019 Moved by Councillor Garner that the Municipal Planning Commission renews the Portable Sign

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located at 5414 46<sup>th</sup> Ave., Lots 15-17, Block 20, Plan 6390L for a period of one year.

CARRIED UNANIMOUSLY

**4213 56 Ave - DP 19-023 - Secondary Suite**

G. Noble presented development permit application DP 19-023 and a discussion was had regarding the parking requirements, the density of the neighbourhood and the land use district.

RES. 48/2019 Moved by R. Levagood that the Municipal Planning Commission approves Development Permit 19-023 for a Secondary Suite; discretionary use located at 4213 56<sup>th</sup> Ave., Lot 11, Block 4, Plan 0814274 with the following conditions:

1. The applicant must obtain a Building Permit to ensure the development complies with the Alberta Fire Code and Alberta Building Code. It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical and Gas permits,
2. If sprinkler permits are required under the Alberta Building Code, a separate building permit application must be made in conjunction with the permit for the building, and a copy provided for the Town of Taber,
3. The applicant must ensure the contractor commissioned for the construction has a valid Business License for the Town of Taber,
4. The suite must have a separate entrance from the principle dwelling entrance, either from a common indoor landing or directly from the side or rear of the structure,
5. The secondary suite must have a private outdoor amenity space that has a minimum area of 7.5 square meters,
6. In accordance with section 2.4.3 of the Land Use Bylaw 14-2016, a minimum of 2 parking stalls are required for each above unit, and 1 stall is required for each secondary suite,

- a. *Pursuant to Section 1.4.3 of the Land Use Bylaw 14-2016, as amended, a parking waiver reducing the number of parking stalls from two (2) per dwelling unit to one (1) for the above unit is hereby granted,*
7. During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of landscaping that occurs due to this construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired. Erosion shall be controlled so that soil and dust is not conveyed off site. Standing water on the site shall also be controlled by the applicant. (Non-compliance of these items are subject to fines as indicated under Bylaw 4-2008).

CARRIED UNANIMOUSLY

### **3902 Heritage Drive - DP 19-029 - Church Addition**

G. Noble presented development permit application DP 19-029 and discussion was had regarding setbacks, lot coverage, location and potential nuisance factors.

RES. 49/2019      Moved by Councillor Garner that the Municipal Planning Commission approves Development Permit DP 19-029 for an Addition to a Place of Worship, Large; Discretionary Use, at 3902 Heritage Drive, Lot 43, Block 1, Plan 8411274 with the following conditions:

1. The site to be developed as per the site plan submitted,
2. Prior to construction commencing, the applicant will submit an exterior finish plan for the proposed building and must be approved by the Director of Planning & Economic Development,

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3. The applicant must obtain a Building Permit to ensure the development complies with the Alberta Fire Code and Alberta Building Code. It shall be the responsibility of the applicant to obtain the necessary Building, Plumbing, Electrical and Gas permits,
4. If sprinkler permits are required under the Alberta Building Code, a separate building permit application must be made in conjunction with the permit for the building, and a copy provided for the Town of Taber,
5. The applicant must ensure that the contractor commissioned for the construction has a valid Business License for the Town of Taber,
6. During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired. Erosion shall be controlled so that soil and dust is not conveyed off site. Standing water on the site shall also be controlled by the applicant. (Non-compliance of these items are subject to fines as indicated under Bylaw 4-2008). In addition, the addressing of the home is to remain clearly visible through all stages of construction,
7. All outstanding taxes, if any, are paid to the Town of Taber prior to proceeding with development;
8. Prior to occupancy, the applicant will provide an Updated Real Property Report for the Town of Taber.

CARRIED UNANIMOUSLY

### **DP 19-031 - Food Truck**

G. Noble presented development permit application DP 19-031 and a discussion was had regarding the difference between food trucks and brick & mortar stores. The discussion was furthered by comparing the

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difference between local businesses and those food trucks coming from out of town.

RES. 50/2019 Moved by Councillor Garner that the Municipal Planning Commission approves Development Permit 19-031 for a Food Truck to operate within the Town of Taber from 2509 13 Ave. N. Lethbridge, with the following conditions:

1. The development shall conform to the Food Truck requirements of the Town of Taber Land Use Bylaw 14-2016,
2. Shall conform to the Town of Taber Business License Bylaw 14-2018,
3. A fire consultation must be had with the Town of Taber's Fire Department,
4. The owner and/or operator must limit their time in any one location to a maximum of 5 hours within a 48 hour time period. Any one location is considered within 100m;
5. The owner and/or operator must have their own garbage receptacle,
6. The owner may not dump any cooking oil or other substances into drains. Proper dumping shall be the responsibility of the Food Truck owner,
7. Must conform to the health standards of Alberta Health Services. Applicant shall contact Alberta Health Services for more information:

Health Inspector – Danny Lo  
Address – 4326 50<sup>th</sup> Avenue, Taber, AB T1G 1N9  
Phone – (403) 223-7230

CARRIED

**5321 42 Ave. - DP 19-032 - Food Truck**

G. Noble presented development permit application DP 19-032 and a brief discussion was had regarding the locality of the business.

RES. 51/2019 Moved by Councillor Garner that the Municipal Planning Commission approves Development Permit 19-020 for a Food Truck to operate within the

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Town of Taber from 5321 42 Ave., Lots 29 & 30, Block 35, Plan 2325S with the following conditions:

1. The development shall conform to the Food Truck requirements of the Town of Taber Land Use Bylaw 14-2016,
2. Shall conform to the Town of Taber Business License Bylaw 14-2018,
3. A fire consultation must be had with the Town of Taber's Fire Department,
4. The owner and/or operator must limit their time in any one location to a maximum of 5 hours within a 48 hour time period. Any one location is considered within 100m;
5. The owner and/or operator must have their own garbage receptacle,
6. The owner may not dump any cooking oil or other substances into drains. Proper dumping shall be the responsibility of the Food Truck owner,
7. The Food Truck/Mobile Food Trailer must be stored in an appropriate manner on the owners property at 5321 42 Ave.;
8. Must conform to the health standards of Alberta Health Services. Applicant shall contact Alberta Health Services for more information:

Health Inspector – Danny Lo

Address – 4326 50<sup>th</sup> Avenue, Taber, AB T1G 1N9

Phone – (403) 223-7230

CARRIED UNANIMOUSLY

### **Subdivision TT 19-0-001**

P. Monks presented the application for subdivision. A discussion was had regarding the location of the property and the condition regarding the need for storm water modeling.

RES. 52/2019      Moved by Councillor Garner that the Development Authority recommend that the Subdivision Authority approve Subdivision application TT 19-0-001, Lot 29, Block 1, Plan 071 5872 within SE ¼ Sec. 5, Twp. 10, Rng. 16 W4M with the following conditions:

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1. That approval shall apply to an industrial subdivision plan within SE ¼ Sec. 5, Twp. 10, Rge. 16 W4M;
2. Pre and post storm water modeling that ensures post-development flows do not exceed pre-development flows shall be required, to the satisfaction of the Development Authority;
3. The Developer will be responsible to enter into a servicing agreement with the Town of Taber to provide independent services to each newly developed lot, including providing access to Lot 31 with the installation of a culvert to the satisfaction of the Development Authority. Drawings and securities for the work will be required;
4. The Developer shall be responsible for keeping the development area in a neat and tidy fashion, particularly, as it pertains to blowing debris and weeds during development of the subdivision;
5. Easements and/or rights of way shall be registered against the land for the provision of storm, drainage, gas, power, and other utilities as required;
6. That pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the Town of Taber prior to endorsement;
7. Compliance to be maintained with existing policy documents including but not limited to the Municipal Development Plan, to the satisfaction of the Development Authority;
8. The subdivision plan shall be registered in a manner satisfactory to the Land Titles Office;

CARRIED UNANIMOUSLY

### **Building Permit Statistics May 2019**

G. Noble presented the building permit statistics for the month of May and a discussion was had regarding possible reasons why the stats have been lower than last year.



RES. 53/2019 Moved by Councillor Strojwas that the Municipal Planning Commission accepts the May 2019 Building Permit Statistics as information.

CARRIED UNANIMOUSLY

**Standing Item - MPC Requests**

None.

**DELEGATIONS**

None.

**MEDIA INQUIRIES**

None.

RES. 54/2019 Moved by Councillor Strojwas that the Municipal Planning Commission moves into Closed Session to prevent disclosure of information that is harmful to personal privacy and reveals information about an identifiable individual including their name, address, telephone number, or other identifiable information, in accordance with Section 17(2) of the Freedom of Information and Protection of Privacy Act.

CARRIED UNANIMOUSLY AT 2:30 PM

**CLOSED SESSION**

**Discussion Regarding Accessory Use Structures  
Closed Session to prevent disclosure harmful to personal privacy,  
in accordance with Section 17(2) of the Freedom of Information  
and Protection of Privacy Act**

Pursuant to Section 197(6) of the Municipal Government Act, the following members of Administration were in attendance in Closed Session for Agenda Item 8.1) Discussion Regarding Accessory Use

Structures: P. Monks, Director of Planning & Economic Development and G. Noble, Development Officer.

**OPEN SESSION**

RES. 55/2019 Moved by Councillor Garner that the Municipal Planning Commission reconvenes into Open Session.

CARRIED UNANIMOUSLY AT 2:35 PM

RES. 56/2019 Moved by Councillor Strojwas that the Municipal Planning Commission Table Item 8.1) Discussion Regarding Accessory Structures until Administration has an update to provide to the Municipal Planning Commission.

CARRIED UNANIMOUSLY

**CLOSE OF MEETING**

RES. 57/2019 Moved by Councillor Garner that the June 17<sup>th</sup>, 2019, Municipal Planning Commission be closed at 2:36 pm.

CARRIED UNANIMOUSLY

CHAIRPERSON

CHIEF ADMINISTRATIVE OFFICER

Delegating the above to Phyllis Monks as I was not in attendance.