



MUNICIPAL PLANNING COMMISSION MEETING

Wednesday, February 18, 2026
01:00 PM

Join Us

| | |
|------------|--|
| In Person | County of Stettler No. 6 Administration Building |
| On YouTube | www.YouTube.com/StettlerCounty |
| By Zoom | www.StettlerCounty.ca/Zoom |
| By Phone | 578-328-1099 Meeting ID: 237 185 7702 Passcode: 660244 |

In the spirit of Truth and Reconciliation, the County of Stettler No. 6 acknowledges that we gather, live, and work on Treaty 6 and 7 lands, the customary and traditional lands of the Indigenous Peoples of this territory.

Thank you for respecting our commitment to Scent Reduction in the workplace.

- 1. Call to Order**
- 2. Agenda Additions and Approval**
- 3. Minute Approval**
 - 3.1 MPC Meeting: January 26, 2026
- 4. Business Arising from the Minutes**
- 5. Introductions**

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6. Development Permits

7. Subdivision Files

8. Reports

9. New Business

9.1 Request for Decision: Rescheduling the March MPC Meeting

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10. Old Business

11. In-Camera Session

12. Next Meeting

_____, March __, 2026

13. Adjournment

A Municipal Planning Commission orientation session to immediately follow.

**MINUTES OF THE REGULAR MUNICIPAL PLANNING COMMISSION
MEETING OF THE COUNTY OF STETTLER NO. 6, HELD ON MONDAY,
JANUARY 26, 2026, COMMENCING AT 1:00 PM IN THE COUNCIL
CHAMBERS OF THE COUNTY ADMINISTRATION BUILDING, STETTLER,
ALBERTA AND VIA TELECONFERENCE**

PRESENT: Justin Stevens, Chair
Larry Clarke, Vice Chair
James Nibourg
Clint Walker
Janet Adam
Wade Hunter
Allan Gano

Craig Teal, Director of Planning & Development
Andrew Brysiuk, Director of Municipal Services
Carly Tateson, Development Officer
Yvette Cassidy, Chief Administrative Officer (via Zoom)
Michelle Hoover, Legislative Assistant

Sabab Bhanot, DP 25093 (via Zoom)
Alexandria Diaz, DP 25093 (via Zoom)
Wade Storey, DP 26001
Cara Storey, DP 26001
Colby Storey, DP 26001
Ryan Jensen, Xplore Comm. (via Zoom)
Michele Klein, Xplore Comm. (via Zoom)

CALL TO ORDER

The Municipal Planning Commission Meeting was called to order at 1:01 pm by Chairperson Justin Stevens.

AGENDA ADDITIONS AND APPROVAL

01.01.26.26

Moved by James Nibourg

“that the January 26, 2026, Agenda for the County of Stettler No. 6 Municipal Planning Commission Meeting be approved as presented.”

In-Favour: Stevens, Clarke, Nibourg, Walker,
Adam, Hunter and Gano
Opposed: None
Carried Unanimously

MINUTES

02.01.26.26

Moved by Larry Clarke

“that the minutes for the County of Stettler No. 6 Municipal Planning Commission Meeting on December 3, 2025, be approved as presented.”

In-Favour: Stevens, Clarke, Nibourg, Walker,
Adam, Hunter and Gano
Opposed: None
Carried Unanimously

BUSINESS ARISING FROM THE MINUTES

None

INTRODUCTIONS

Introductions were completed

DEVELOPMENT PERMITS CONT.

DP 26001 (Storey)

Owner: William Storey

Applicant: William Storey

Subject Property: Lot 12 Block 2 Plan 162 3372

03.01.26.26 Moved by James Nibourg

“that the County of Stettler Municipal Planning Commission approve development application DP 26001, subject to the following conditions:

1. The proposed development shall be undertaken and completed in accordance with the site plan.
2. Where the development permit is issued for development construction, the construction shall be started within one year and the finishing shall be completed within two years of the date of issue of the development permit.
3. The applicant must ensure that all waste material / debris from the construction be contained to their property until such time it be removed and disposed of properly.
4. The contractor on behalf of the applicant, the applicant, the landowner or their successor in title shall apply for building, electrical, gas, plumbing and private sewage system permits under the Safety Codes Act in respect of the use approved under this development permit. That person must submit a copy of the active permit upon being issued by the Safety Codes Council or other accredited agency (including the issued Building Permit, the floor plan and the site plan) to the Development Officer to demonstrate compliance with this development permit. Upon completion of the project a copy of the final inspection signed off by the accredited agency inspector for the aforementioned permits shall be submitted to the Development Officer within 30 days post construction in order to remain compliant with the nature of the use described in this development permit.
5. Skirting of a Manufactured Home, including finishing, to the satisfaction of the Development Authority, must be completed within thirty (30) days of the date a manufactured home is placed on the site.
6. An approach must be constructed to meet current County Standards.
7. The applicant shall comply with the County’s Rural Addressing Bylaw relative to making arrangements for civic addressing.
8. The applicant shall develop the subject property in accordance with the building grading certificate, and sign and return the certificate confirming this.”

In-Favour: Stevens, Clarke, Nibourg, Walker,
Adam, Hunter and Gano

Opposed: None
Carried Unanimously

DP 25093 (Diaz/Bhanot)

Owner: Jerry Lee and Lila Roth-Lee

Applicant: Alexandra Diaz and Sabab Bhanot

Subject Property: Lot 1, Block 1, Plan 232 1868 (in NE 8-41-19-4)

Ward: Donalda - Red Willow

04.01.26.26 Moved by Janet Adam

“that the County of Stettler Municipal Planning Commission approve development application DP 25093, subject to the following conditions:

1. Development of the site and the proposed buildings shall generally conform to the approved site plan and attached photos of building appearance. The Development Officer may accept modifications of the site plan to accommodate the results of a grading plan, a storm water management plan and similar issues arising during construction.
2. Prior to construction of any buildings on the site, a grading plan and storm water management plan prepared by a qualified professional engineer shall be prepared and submitted to the Development Officer for their review and approval. The approved grading plan and storm water management plan shall be implemented.
3. The washroom building shown on the site plan may be moved to a location that is satisfactory to the Development Officer.
4. Construction of the development must commence within one year of the date of decision of this permit. The deadline for completing all

approved development shall be extended to three years after the date of decision for this permit to allow for phased development over two full construction seasons.

5. Prior to occupancy or use of any of the approved buildings, copies of all applicable and approved Safety Codes permits and/or Provincial approvals for all buildings, the collective water system and collective wastewater system shall be provided to the Development Officer.
6. The access at the northwest part of the site shall be upgraded to a standard acceptable to the County.
7. A second access to Township Road 41-2, may be added provided the access is constructed to a standard acceptable to the County and restricted by way of a lockable gate to use by service vehicles such as solid waste collection and wastewater collection and emergency response.
8. A road use agreement, that is satisfactory to the County, shall be in place at all times once construction of any part of the development has been completed and has commenced operation. This agreement shall address dust control along Township Road 41-2 as well as any other road maintenance implications that the County deems appropriate for the agreement.
9. This approval shall expire five years from the date of decision on January 26, 2031”

In-Favour: Stevens, Clarke, Nibourg, Walker,
Adam, Hunter and Gano
Opposed: None
Carried Unanimously

Sabab Bhanot and Alexandria Diaz left the meeting at 1:32 pm.

REPORTS

Xplore Communications Tower
SW-19-40-19-W4 (Scott Telecom Services)

05.01.26.26

Moved by James Nibourg

“that the Commission authorizes the MPC Chair to send the presented letter outlining the County’s input regarding the proposed telecommunication tower, with the following amendment, replacing the second paragraph of the letter with the statement:

On behalf of the County, the Municipal Planning Commission has no concerns, provided that accurate signage is posted along the roadway with up-to-date signage.”

In-Favour: Stevens, Nibourg, Walker,
Adam, Hunter and Gano
Opposed: Clarke
Carried

Michelle Klein and Ryan Jensen left the meeting at 1:50 pm.

DEVELOPMENT PERMITS CONT.

DP 25101 (Orizon Energy Ltd.)
Owner: Joshua Nichols
Applicant: Orizon Energy Ltd.
Subject Property: Lot 13 Block 2 Plan 052 5691
Ward: Erskine South – Warden

06.01.26.26

Moved by James Nibourg

“that the County of Stettler Municipal Planning Commission approve development application DP 25101, subject to the following conditions:

1. The proposed development shall be undertaken and completed in accordance with the site plan.
2. The applicant shall provide to the Development Officer any revised construction drawings clearly indicating any changes to the approved drawing set, if applicable.
3. Where the development permit is issued for development construction, the construction shall be started within one year and the finishing shall

be completed within two years of the date of issue of the development permit.

4. The contractor on behalf of the applicant, the applicant, the landowner or their successor in title shall apply for building, electrical, gas, plumbing and private sewage system permits under the Safety Codes Act in respect of the use approved under this development permit. That person must submit a copy of the active permit upon being issued by the Safety Codes Council or other accredited agency (including the issued Building Permit, the floor plan and the site plan) to the Development Officer to demonstrate compliance with this development permit. Upon completion of the project a copy of the final inspection signed off by the accredited agency inspector for the aforementioned permits shall be submitted to the Development Officer within 30 days post construction in order to remain compliant with the nature of the use described in this development permit.
5. The applicant must ensure that all waste material / debris from the construction be contained to their property until such time it be removed and disposed of properly.”

In-Favour: Stevens, Nibourg, Walker,
Adam, Hunter and Gano
Opposed: Clarke
Carried

SUBDIVISION FILES

SUB2025-15 (Torkelson)

Owner: Peter M Hofer – Hutterite Brethren Church of Erskine
Applicant: Eugene and Melody Torkelson
Subject Property: NE and SE 3-39-19-W4
Ward: Stettler

07.01.26.26

Moved by Janet Adam

“that the County of Stettler Municipal Planning Commission approve SUB2025-15, subject to the following conditions:

1. The subdivision shall be carried out by an instrument acceptable to the Registrar of the Land Titles Office at no cost to the County.
2. All outstanding Property Taxes to be paid to the County of Stettler No. 6.
3. Relocated to meet the requirements of a 40 metre setback from any dwelling and 90 metre setback from any proposed property boundary, and meet the setback requirements of the Private Sewage Disposal Systems Regulation (Alberta Regulation 229/1997) and the Alberta Private Sewage Systems Standard of Practice from the proposed property boundaries. The new location of the open discharge in relation to the property boundaries must be provided on a replaced with an alternate system that meets the requirements of the Private Sewage Disposal Systems Regulation (Alberta Regulation 229/1997) and the Alberta Private Sewage Systems Standard of Practice. Written confirmation that the alternative system has been installed shall be provided to the County in the form of the final inspection report (or a confirmation letter) from an accredited Safety Codes Officer, and must include confirmation by the Safety Codes Officer that the required setbacks from the prop.
4. The applicant shall contact the County Operations Department to arrange for the clearing of trees and grubbing of underbrush and stumps within the west side of Range Road 19-2 to achieve 160 metre sight distances looking east from the centreline of the access to the proposed lot.
5. Municipal reserves shall be provided by cash-in-lieu of land in the amount equal to 10% of the parcel being created [i.e. 10% of 4.19 acres equals 0.419 acres]. The applicant and the County have agreed that, for the purpose of this subdivision application the fair market value of land within the SE 3-39-19-W4M is \$2,428.00 per acre (as determined pursuant to Policy 1.32 Municipal Reserve and Environmental Reserve Land Value). Therefore, the cash-in-lieu of land amount to be paid for

the 0.419 acres MR dedication is \$1,017.34. The exact amount will be calculated based on the parcel area shown in the final plan of subdivision

- 6. A surveyor’s drawing shall be provided showing the distance between the west boundary of the proposed parcel and the closest buildings located on each side of the new parcel boundary.

In-Favour: Stevens, Clarke, Nibourg, Walker, Adam, Hunter and Gano

Opposed: None

Carried Unanimously

SUB2025-18 (Bemoco Land Sureying)

Owner: 1647718 Alberta Ltd.

Applicant: Bemoco Land Surveying Ltd.

Subject Property: SE 24-39-22-W4

Ward: Erskine - Buffalo Lake

08.01.26.26 Moved by James Nibourg

“that the County of Stettler Municipal Planning Commission approve SUB2025-18, subject to the following conditions:

- 1. The subdivision shall be carried out by an instrument acceptable to the Registrar of the Land Titles Office at no cost to the County.
- 2. All outstanding Property Taxes to be paid to the County of Stettler No. 6.
- 3. The applicant shall enter into a Road Acquisition Agreement to dedicate 5 metres of land for future road widening of Range Road 22-0 parcel along the east boundary of the proposed and remainder parcel in accordance with Council Policy PD 4.4 – Road Dedication, Upgrades and Subdivision Registration.
- 4. Municipal reserves shall be provided by cash-in-lieu of land in the amount equal to 10% of the parcel being created [i.e. 10% of 3 acres equals 0.3 acres]. The applicant and the County have agreed that, for the purpose of this subdivision application the fair market value of land within the SE 24-39-22-W4M is \$2,428.00 per acre (as determined pursuant to Policy 1.32 Municipal Reserve and Environmental Reserve Land Value). Therefore, the cash-in-lieu of land amount to be paid for the 0.3 acres MR dedication is \$728.40. The exact amount will be calculated based on the parcel area shown in the final plan of subdivision.”

In-Favour: Stevens, Clarke, Nibourg, Walker, Adam, Hunter and Gano

Opposed: None

Carried Unanimously

REPORTS CONT.

Department Report

Administration presented a comprehensive report of the numbers, as well as monetary values, of Development Permits and Subdivision Applications.

09.01.26.26 Moved by James Nibourg

“that the Commission receive the Department Report, dated for the January 26, 2026 meeting, for information.”

In-Favour: Stevens, Clarke, Nibourg, Walker, Adam, Hunter and Gano

Opposed: None

Carried Unanimously

NEW BUSINESS

None

OLD BUSINESS

None

IN-CAMERA SESSION

10.01.26.26

Moved by Larry Clarke

“that the Municipal Planning Commission enter into an in-camera session, as permitted under the Alberta Access to Information Act, at 2:45 pm.”

In-Favour: Stevens, Clarke, Nibourg, Walker,
Adam, Hunter and Gano

Opposed: None

Carried Unanimously

11.01.26.26

Moved by James Nibourg

“that the Commission exit the in-camera session at 4:54 pm.”

In-Favour: Stevens, Clarke, Nibourg, Walker,
Adam, Hunter and Gano

Opposed: None

Carried Unanimously

NEXT MEETING

The next County of Stettler Municipal Planning Commission meeting is scheduled for February 18, 2026 at 1:00 pm.

ADJOURNMENT

12.01.26.26

Moved by Larry Clarke

“that the County of Stettler Municipal Planning Commission meeting on January 26, 2026, be adjourned at 4:54 pm.”

In-Favour: Stevens, Clarke, Nibourg, Walker,
Adam, Hunter and Gano

Opposed: None

Carried Unanimously

Justin Stevens, MPC Chair

Yvette Cassidy, Chief Administrative Officer



Request for Decision

Agenda Item: Rescheduling March MPC Meeting

Issue

Due to scheduling conflicts, the County of Stettler must reschedule the March Municipal Planning Commission Meeting.

Options for Consideration

1. That the Commission reschedule the next Municipal Planning Commission meeting to 1:00 pm on Thursday, March 19, 2026

or

2. That the Committee reschedule the next Municipal Planning Commission meeting to _____.

General

The March Municipal Planning Commission meeting would be on March 18 and County of Stettler Council members will be at the Rural Municipalities of Alberta Conference in Edmonton.

Council, during the Annual Organizational Meeting, scheduled the Municipal Planning Commission meetings for the third Wednesday of each month. For the date to be rescheduled, the Commission must pass a motion selecting a new date.

Financial

There are no additional financial implications incurred by rescheduling this meeting.

Policy/Legislation

Municipal Government Act, RSA 2000, Chapter M26

Section 180 (1)

A Council may act only by resolution or bylaw.

Implementation/Communication

The Commission's decision will be communicated as directed.

Target Decision Date

February 18, 2026

Prepared By

Michelle Hoover, Legislative Assistant

Reviewed By

Yvette Cassidy, Chief Administrative Officer