



**MINUTES
Municipal Planning Commission**

Lac Ste. Anne County held a Municipal Planning Commission on December 3, 2025 commencing at 9:32 a.m. in the Council Chambers of the County Administration Building in Sangudo, Alberta.

MPC Board Members Present: Ken Brunton, Member at Large/Chair
Barry Voltner, Councillor
Bo Knysh, Councillor
Dale Johnson, Deputy Reeve
Jane Holman - Martin, Member at Large

Guests: Jill Stoney, Councillor

Staff Present: Trista Court, Interim County Manager/GM of Community Engagement
Tanya Vanderwell, Acting Manager of Planning & Development
Greg Edwards, GM of Operations
Cindy Suter, Legislative & Support Services Supervisor
Lori Vanberg, Administrative Support Clerk

Also Present: No members of the public were in attendance.
No members of the public were on-line.

CALL TO ORDER

Chair Ken Brunton called the meeting to order at 9:32 a.m.

ADDITIONS TO AGENDA

5.3 Overland Drainage Restrictive Covenant / Easement

ACCEPTANCE OF AGENDA

Acceptance of the Agenda

MPC37-2025 MOVED BY Ms. Jane Holman - Martin that the Municipal Planning Commission approves the December 3, 2025, Municipal Planning Commission meeting agenda as amended.

Carried.

ADOPTION OF MINUTES

September 3, 2025, Municipal Planning Commission Meeting Minutes

MPC38-2025 MOVED BY Ms. Jane Holman - Martin that the Municipal Planning Commission approves the September 3, 2025, Municipal Planning Commission meeting minutes as presented.

Carried.

MUNICIPAL PLANNING COMMISSION

25-D0102, Lot 58, Plan 8021106, Lessard Lake Estates within SW 26-55-05 W5M, for short term rental of current home on property when not in use by homeowners with variance request to maximum number of bedrooms Section 11.2.100(a) of LUB regulation: four (4) bedrooms, requested: six (6) bedrooms

MPC39-2025

MOVED BY Mr. Ken Brunton that development permit application 25-D0102, Applicant: Jennifer Holland, Owner: Jennifer & Steven Holland, for Short term rental of current home on property when not in use by homeowners on Lot 58, Plan 8021106, Lessard Lake Estates within SW 26-55-05 W5M, Tax Roll #5505262056 (Div. 4), be approved subject to the following conditions:

1. Failure to conform to the conditions of a development permit will render the permit null and void.
2. Prior to construction or commencement of any development, the Owner/Applicant or contractor is responsible to obtain building, electric, plumbing, sewage, and gas permits, if required. Permits must be obtained from Lac Ste. Anne County. The Applicant is required to consult with the permit issuer to ensure that there are no conflicts between homeowner/contractor permits and the person(s) responsible for performing the actual work.
3. The Applicant shall be responsible for obtaining and complying with any required permits from federal, provincial, or other regulatory bodies. The Applicant shall also be responsible for complying with the condition of any easement, covenant, building scheme, or development agreement affecting the site.
4. The Applicant shall be responsible for complying to any road bans and/or road closures with respect to all municipal roads, highways and bridges within Lac Ste. Anne County which are under the direction, control and management of the County.
5. The development that is the subject of the permit to be commenced within twelve months of the issue date of the development permit and be completed within twenty-four months.
6. All development shall be landscaped and graded in a manner that all surface run-off is either contained on-site, or public drainage system (i.e., a municipal ditch).
7. The Applicant shall remove all garbage and waste at his/her own expense and keep the site in a neat and orderly manner.
8. Any field work or construction undertaken prior to the effective date of the development permit is at the risk of the Owner(s)/Applicant(s).
9. The existing approach shall be in compliance with Approaches and Culverts Policy 04-040-002 within 2 years of the issuance date of this permit. *Note An inspection report will only be provided to the landowner by Planning and Development in the event the approach is deemed non-compliant. All deficiencies shall be corrected no later than 2 years from the date of issuance of this permit.
10. Any changes, amendments, or additions to this development permit shall require a new development permit application, including but not limited to an expansion or intensification of the use.
11. The proposed development shall be sited and conform to all building setbacks as shown on the submitted drawing, shall not be moved or enlarged except where authorized and conform to all building setbacks as required as per the Land Use Bylaw requirements:
 - Country Residential 3 (CR3)**
 - FRONT 10.0m (32.81 ft) fronting any internal multiparcel subdivision roadway
 - REAR 7.5 m (24.61 ft.)
 - SIDE 6.0 m (19.69 ft.)
12. The applicant/owner shall enter into an Overland Drainage Easement and Restrictive Covenant with the Lac Ste. Anne County, in a form and on terms and conditions satisfactory to the County, which shall be registered against title to the lands prior to the commencement of development.
13. Pursuant to the Municipal Addressing System Bylaw, the applicant is to provide confirmation that a rural address sign that complies with the County's Rural Address Sign Specifications is placed in a location plainly visible from the road within 3 months of the approval of this development permit. Rural addressing signs can be obtained from Lac Ste. Anne County.
14. Variance request to maximum number of bedrooms Land Use Bylaw 22-2017 (LUB) Section 11.2.100(a) regulation: four (4) bedrooms, requested: six (6) bedrooms.
15. The permit is valid for one (1) year commencing the effective date, and shall be automatically renewed each year afterwards, subject to conformance with the Land Use Bylaw and the conditions of approval contained in the permit.

16. The Applicant must obtain a business license from Lac Ste. Anne County before the opening of the facility and shall maintain at all times a Lac Ste. Anne County Business License as per Business License Bylaw.
17. The applicant is responsible for complying with any and all regulations as outlined in the Lac Ste. Anne County Community Standards Bylaw (Bylaw 16-2023).
18. No food preparation or cooking for guests shall be conducted within any bedroom made available for rent.
19. No activity may be carried on which constitutes a nuisance or annoyance to persons occupying land in the immediate vicinity of the site, by reason of dust, noise, gases, odours, smoke, vibration, heat, interfere with radio or television in the area, or glare noticeable at or beyond the property line.
20. This permit is issued to the current property Applicant/Owner and is not transferable when the property changes ownership.
21. Advertising Signage must be approved in accordance with County bylaws. No signage is approved as part of this permit.
22. Lighting standards and fixtures shall be located and arranged so that no light is directed at any adjoining properties and so that it does not interfere with the effectiveness of any traffic control device.
23. Perimeter fencing around the property to be installed by June 30, 2026.

Carried.

25-D0155, Lot 1, Block 1, Plan 2521502, within NE 26-54-03 W5M, for New stick build home with deck and attached garage, main 26.0' x 44.0' (1144.0 sq. ft.) 9.0' walls, deck 8.0' x 44.0' (352.0 sq. ft.), garage 24.0' x 26.0' (672.0 sq. ft.) 9.0' walls; proposed location within lagoon setback

MPC40-2025

MOVED BY Mr. Barry Voltner that development permit application 25-D0155, Applicant/Landowner: Lori Summers, for New stick build home with deck and attached garage, main 26.0' x 44.0' (1144.0 sq. ft.) 9.0' walls, deck 8.0' x 44.0' (352.0 sq. ft.), garage 24.0' x 26.0' (672.0 sq. ft.) 9.0' walls on Lot 1, Block 1, Plan 2521502, within NE 26-54-3 W5M, Tax Roll #5403264002 (Div. 5), be refused for the following reasons:

Non-Compliance with:

- Land Use Bylaw (Bylaw 22-2017) Sections 3.1, 3.9, 6, 6.2, 9.2.2, 10.2.1.
- Alberta Beach Intermunicipal Development Plan (IDP Bylaw 20-2015) Sections 2.5, 2.6, 4.2 j), 7.4.3, Map 4.
- Matters Relating to Subdivision and Development Regulation Sections 17.1 c), 17.3 a)

Carried.

Formal Letter Challenging the Requirement for Overland Drainage Restrictive Covenant / Easement

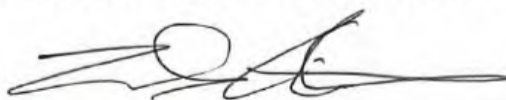
MPC41-2025

MOVED BY Mr. Bo Knysh that the Municipal Planning Commission recommend to County Council that Council review the requirement within the Land Use Bylaw that an Overland Drainage Restrictive Covenant / Easement be an automatic condition applied to all development permits and subdivision applications.

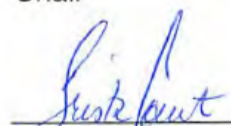
Carried.

ADJOURNMENT

Chair Ken Brunton adjourned the meeting at 10:13 a.m.



Chair



Interim County Manager