



**MUNICIPAL PLANNING COMMISSION  
MINUTES OF MEETING HELD MONDAY, MAY 31, 2021  
@ 5:00 P.M.  
COUNCIL CHAMBERS**

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PRESENT: S. Torresan-Chykerda, R. King, S. Shah, T. Kelham, and B. Ferguson  
ABSENT: J. Brandle  
OTHERS: Samantha Dyck, Acting Director of Planning & Development

S. Torresan-Chykerda called the meeting to order at 4:59 p.m.

**1. Adoption of the Agenda**

MOVED BY R. King to accept the agenda as presented.

CARRIED

**2. Minutes of Previous Meetings**

MOVED B. Ferguson to accept the minutes of May 17, 2021 meeting as presented.

CARRIED

**3. Business Arising from the Minutes**

**4. Development Permit Applications**

- a) **DP #47.04.21**  
**North of 55 Oilfield Hauling Ltd**  
**Discretionary Use**  
**Security Suite**

MOVED BY B. Ferguson that the Municipal Planning Commission approves Development Permit #47.04.21 for a Security Suite in the M1 – Light Industrial District on Lot 5, Block 2, Plan 792 0412 located at 500 Birch Road NE subject to the following conditions.

**SECURITY SUITE**

1. Security Suite mean a single dwelling unit contained within a main industrial building, used specifically for a person employed on the property for the protection and maintenance of the industrial development.
2. A Security Suite shall not exceed 50m<sup>2</sup> (538ft<sup>2</sup>) in area and only one living accommodation shall be allowed per property.
3. The applicant shall ensure that the Town is provided with the current employee's name at all times and they shall remit the employee's name to [planning@slavelake.ca](mailto:planning@slavelake.ca) each time there is an employee change.

**GENERAL**

4. The Town assumes no responsibility or liability for any inaccuracy, mistake or error of law or fact, which arises from the information supplied by or on behalf of the landowner/applicant.
5. The Development is to comply with all Municipal, Provincial and Federal Codes and Regulations. The landowner/applicant is to obtain all necessary permits (building, fire, electrical, plumbing gas and other

disciplines) required under the authority of the Alberta Safety Codes Act from an accredited agency prior to proceeding with any construction. **A copy of the Building Permit shall be submitted to the Town.** The issuance of this development permit does not exempt the landowner/applicant from any additional requirements or approvals in any of the disciplines.

6. The applicant is required to submit a Final Inspection Report of the Security Suite prior to occupancy.
7. The Landowner shall comply with the Town's Development Standards and Procedures, the Town's Policies and Procedures, the Town's municipal bylaws, the Alberta Safety Codes Act, all applicable federal and provincial legislation and any conditions of caveat, covenant, easement, or other instrument registered on title to the lands.
8. All structures on site must conform to the submitted and approved Site Plan and must also be in accordance with the requirements of Section 100 of the Land Use Bylaw #22-2007; unless otherwise varied under the issuance of a development permit.
9. The landowner/applicant is responsible for ensuring that all improvements on the lot, such as building, driveway, etc., do not interfere with fire hydrants, storm drains, light standards, or utility easements, etc., and landowner/applicant will be held responsible for damage he or his contractors may cause.
10. Prior to construction proceeding, any existing damage to sidewalks, roads or public utility services is to be reported to the Town or the landowner/applicant will be held responsible for damage.
11. The landowner/applicant and any other contractors working on this development are to be properly licensed by the Town and/or the Province.
12. The landowner/applicant shall ensure that the construction site remains in a tidy and orderly condition and that construction debris and materials are contained within the boundaries of the parcel and not permitted to scatter to neighbouring parcels.

CARRIED

5. **Land Use Bylaw/Statutory Plan Amendments**
6. **Proposed Subdivisions**
7. **Other Business**
8. **MPC Development Concerns**
9. **Meeting Review**

Next regularly scheduled meeting is June 7, 2021.

**Adjournment:** Meeting adjourned at 5:05 pm

Recorder: Samantha Dyck  
Minutes Prepared by: Samantha Dyck

Chairperson

Date