

**MINUTES**  
**MUNICIPAL PLANNING COMMISSION**

**March 5, 2019**

**8:00 a.m.**

Call to Order at 8:02 a.m.

**PRESENT:** Temporary Chairperson Randall Sugden (Member at Large)  
Councillor Randy Brown  
Donald Verhesen, Member at Large

**STAFF:** Dean Schweder, Director of Planning & Community Development  
Charlene Johnson, Senior Development Officer  
Michael Fitzsimmons, Assistant Development Officer

**ABSENT** Councillor Len Phillips (Chairperson)  
Glenys Kent, Member at Large (Vice-Chairperson)

**GUESTS:** Brian Rusk, Applicant (arrived at 8:10 pm)  
Chantelle Rusk, Applicant (arrived at 8:10 pm)  
Mayor Tammy Burke

**ITEM 1 – AGENDA**

**Election of Temporary Chairperson**

Due to the absence of Chairperson Len Phillips and Vice-Chair Glenys Kent, a call for nominations was made for temporary Chairperson for the March 5, 2019, meeting.

Councillor Randy Brown nominated Randall Sugden, there were no objections made.

**1.1 Additions or Deletions**

Moved by, Donald Verhesen Member at Large, to approve the Municipal Planning Commission agenda of March 5, 2019.

Carried

**ITEM 2 – MINUTES**

**2.1 MPC Meeting Minutes –November 20, 2018**

Moved by Councillor Randy Brown, that the Municipal Planning Commission organizational meeting minutes of November 20, 2018, be approved.

Carried

### **ITEM 3 – DEVELOPMENT PERMIT APPLICATIONS**

#### **3.1 DISCRETIONARY USE – CANNABIS PRODUCTION AND DISTRIBUTION**

Brian & Chantelle Rusk  
General Industrial (I)  
Lot 6 / Block 37 / Plan 5990KS  
Development Permit #19/08

#### **Overview:**

Charlene Johnson, Senior Development Officer provided an overview of Development Permit 19/08, a Cannabis Production and Distribution facility on a parcel in the General Industrial area.

Ms. Johnson reviewed the permit with Health Canada's regulations for Cultivation, Processing and Federal Sale Licenses and the Land Use Bylaw. There was no Area Structure Plan in effect on the subject lot. The facility is on a smaller scale compared to standard production facilities which means staff member movements throughout the building do not need to be monitored or tracked. The facility will be closed to the public and Health Canada will regulate odour removal and waste removal for the facility.

Ms. Johnson reviewed the parking and landscaping requirements from the Land Use Bylaw and the application met all of the regulations The Town's Building Inspector would review the application and the work would have to meet safety code regulations. Ms. Johnson made a recommendation to the Commission to approve the development permit application.

#### **Discussion by MPC Members**

Donald Verhesen, Member at Large inquired about complaints and who will deal with them. The Senior Development Officer highlighted that we would address any issues that are in our scope and work with Health Canada, Regional Fire and the Safety Codes officer if necessary.

Randall Sugden, Temporary Chairperson asked how frequently the building will be inspected by Health Canada. The applicants indicated that inspections would take place monthly.

Randal Brown, Councillor asked about compost waste, how it would be handled with ordinary compost. Brian and Chantelle Rusk highlighted that eventually input materials such as compost will be made out of plant waste material, but initially, the waste material will be collected and disposed of in accordance with Health Canada standards.

Discussion took place on notifying adjacent landowners. Ms. Johnson highlighted that it's at the Municipal Planning Commission's discretion if adjacent landowners are notified.

Moved by Randall Sugden, Temporary Chairperson to approve development permit application #19/08 with the conditions specified on the development permit and for notification to be given to adjacent landowners.

Carried

#### **ITEM 4 – DEVELOPMENT PERMIT STATS**

##### **4.1 – Development Permits issued from January 1, 2018 to December 31, 2018.**

The Commission was provided with an overview of all development permits issued in 2018. Overall there were 81 issued.

##### **4.2 Development Permits for 2019 issued as of February 28, 2019**

The Commission was provided with an overview of development permits issued so far in 2019.

Brian and Chantelle Rusk departed the Municipal Planning Commission meeting at 8:26 am

#### **ITEM 5 – BUILDING PERMIT STATS**

##### **5.1 – Building Permits Issued as of February 28, 2019**

Information was provided to the Commission on building permit stats for 2019, including comparisons to previous years. Donald Verhesen, Member at Large inquired about the residential building permit dollar amount related to the new Mountain Rose Women’s Shelter and if the building is taxed as residential.

Moved by Donald Verhesen, Member at Large to direct the Planning & Community Development Department to provide the Municipal Planning Commission information on the assessment in relation to Mountain Rose Women’s Shelter.


Carried

#### **Adjournment:**

Moved by Randy Brown, Councillor to adjourn the March 5, 2019, Municipal Planning Commission meeting at 8:33 am.

Carried

  
\_\_\_\_\_  
RANDALL SUGDEN  
TEMPORARY CHAIRPERSON

  
\_\_\_\_\_  
MICHAEL FITZSIMMONS  
RECORDING SECRETARY

/mf