BRANDON AND AREA PLANNING DISTRICT
BOARD MEETING

1:30 P.M. Thursday October 6, 2016
A.R. McDiarmid Civic Complex

Present: Bob Brown
Rick Chrest
Barry Cullen
Heather Dalgleish
Emil Egert
Jeff Fawcett
Ross Farley
Donna Mitchell
Harvey Paterson

Allison Bardsley, Executive Director, BAPD
Bob Wallis, Rural Development Planning Manager, BAPD
Ryan Nickel, Principal Planner, Planning and Building Safety, City of Brandon

Guests: Kevan Sumner, Manager, and Devin Dietrich, Community Planner, Manitoba Regional and Community Planning

Adoption of the Agenda

Resolution No. 097/2016 — **Moved/ Ross Farley** — **Seconded/ Heather Dalgleish**

BE IT RESOLVED that the agenda be adopted as presented.

Carried **9/0**

Minutes of August 4, 2016

Resolution No. 098/2016 — **Moved/ Emil Egert** — **Seconded/ Harvey Paterson**

BE IT RESOLVED that the minutes of the August 4, 2016 Board meeting be adopted as presented.

Carried **9/0**

Correspondence

Resolution No. 099/2016 — **Moved/ Heather Dalgleish** — **Seconded/ Bob Brown**

BE IT RESOLVED that the Board of Brandon and Area Planning District receive the correspondence as presented:

- **By-Law 102/06/15 Ministerial Approval**
- **Community Planning Assistance Program Grant – Final Payment**
- **Highway Traffic Board – VBJ application denied**
- **Daly Overpass July 18 minutes – Organization's Meeting**
- **Daly Overpass Project – Preliminary Presentation**

Carried **9/0**

By-Laws

Resolution No. 100/2016 — **Moved/ Heather Dalgleish** — **Seconded/ Emil Egert**

BE IT RESOLVED that the Board OF Brandon and Area Planning District agrees to comply with conditions required by the Minister of Indigenous and Municipal Relations by letter dated August 10th, 2016; and that By-law No. 102/06/15 to amend By-law No. 95/01/12 as amended, be read a third time and be passed.

For: Brown, Dalgleish, Egert, Fawcett, Farley, Mitchell, Paterson
Against: Chrest, Cullen

Carried **7/2**

Subdivision Approval Extension **4500-14-569**
City of Brandon **Goldenrod Dr.**

Resolution **Moved/ Rick Chrest**
No. 101/2016 **Seconded/ Barry Cullen**

BE IT RESOLVED that the Board of Brandon and Area Planning District allow the conditional approval deadline of Subdivision Application 4500-14-569 to be extended to September 10, 2017.

Carried **9/0**

Proposal to Subdivision **4116-16-638**
RM of Cornwallis **108092 Rd. 53 N.**

Resolution **Moved/ Emil Egert**
No. 102/2016 **Seconded/ Bob Brown**

BE IT RESOLVED that the Board of the Brandon and Area Planning District provides Conditional Approval to subdivision application FILE NO. 4116-16-638 to subdivide Pt. NW ¼ 25-9-19 WPM in the RM of Cornwallis subject to the conditions contained in the Rural Municipality of Cornwallis resolution dated September 20th, 2016; and

Further, that subject to meeting all necessary conditions and requirements of subdivision, that the designated signing officers are authorized to sign and seal the Final Certificate of Approval.

Carried **9/0**

General Business

Resolution **Moved/ Heather Dalgleish**
No. 103/2016 **Seconded/ Emil Egert**

BE IT RESOLVED THAT the Agenda Item 6a. be referred to the Inter Municipal Committee for review and to bring a recommendation to the Board.

Carried **9/0**

Executive Director Bardsley reported on the Municipal By-law Enforcement Act and will bring additional information as progress is made.

Committee Reports

Rural Services Committee – Ms. Dalgleish reported on the Sept 28, 2016 committee meeting, discussion items included: – progress to close permits – significant number of new permits – Brandon offering one additional staff, when available, to assist to address backlog, reviewed tracking sheets, costs/permit revenue, review legal draft of enforcement clause of Inspection Services Agreement.

Inter-Municipal Committee – Mr. Fawcett reported on the Oct 3, 2016 meeting where the Request for Urban Expansion studies were reviewed**.** The Board is invited to attend the Oct. 20, 2016 meeting where VBJ will present the drainage study and the proposed residential development plan to determine if a water management program satisfactory to Cornwallis and Brandon is planned, and discuss mitigation.

Reports from Administration

Executive Director, Brandon and Area Planning District, Allison Bardsley – Ms. Bardsley presented her regular report, as attached.

Resolution **Moved/ Ross Farley**
No. 104/2016 **Seconded/ Barry Cullen**

BE IT RESOLVED that the report from administration be accepted as information.

Carried **9/0**

Finance and Accounts

Disbursements

Resolution No. 105/2016 — **Moved/ Emil Egert**
Seconded/ Harvey Paterson

BE IT RESOLVED that the Board of Brandon and Area Planning District approve disbursements for payment of cheques no. 16583 to 16590 inclusive, in the amount of $ 38,022.81.

Carried **9/0**

July and August Financial Statements

Resolution No. 106/2016 — **Moved/Emil Egert**
Seconded/ Harvey Paterson

BE IT RESOLVED that the Board of Brandon and Area Planning District approve the Balance Sheet and the Profit & Loss statements for July and August 2016 as presented.

Carried **9/0**

Adjournment

Resolution No. 107/2016 — **Moved/ Heather Dalgleish**
Seconded/ Bob Brown

That the meeting be adjourned at 2:05 pm.

Carried **9/0**

Original signed by Jeff Fawcett

CHAIR

Original signed by Allison Bardsley

EXECUTIVE DIRECTOR

Next meeting: November 3, 2016 at 7:00 pm
Location: RM of Cornwallis Council Chambers

Brandon & Area Planning District

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EXECUTIVE DIRECTOR'S REPORT

District Meeting October 6, 2016

1. Request for Urban Expansion – The IMC met October 3, 2016 to review studies required by the MOU. A decision on May 6 requested that VBJ amend their application to include only the 50-acre commercial parcel to which VBJ has concerns. The IMC has requested VBJ to present the drainage report and the proposed residential development plan to determine if a water management program satisfactory to Cornwallis and Brandon is planned, and discuss mitigation. As drainage issues affect the District as a whole, each Director has received an invitation to the meeting scheduled.

2. The Inter Municipal committee met July 14th regarding the Joint Planning Area Communication Policy. With the results of the groups discussions and input, I prepared a draft for staff to review. Staff have completed their review and a draft policy will be circulated to the IMC for final review and recommendation to come before the Board for approval.

3. Progress is being made on the enforcement clause of the Inspection Services Agreement. Final edits are being reviewed by Greg Tramley and Bob Patterson. As the Service Delivery and Rural Services agreement drafts were finalized early this year, I hope to have the three agreements signed at our December meeting.

4. Development Plan Amendment By-law 107/02/16 (McLeod) Public Hearing will be held November 3, 2016 at 7:00 pm at the Cornwallis Council Chambers. Our regular meeting will be re-scheduled from 1:30 pm that day and will commence following the public hearing.

Respectfully Submitted

Allison Bardsley