

**BRANDON AND AREA PLANNING DISTRICT
 BOARD MEETING**

1:30 P.M. Thursday, May 5, 2016
 A.R. McDiarmid Civic Complex

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

Allison Bardsley, Executive Director, BAPD
 Bob Wallis, Rural Development Planning Manager, BAPD
 Louisa Garbo, Director of Planning and Building Safety, City of Brandon

Guest: Joy Dornian and Meghan Sprung – Manitoba Agriculture, Food and Rural Development
 Devin Dietrich, Community Planner, Manitoba Regional and Community Planning

Absent: Jeff Fawcett

Adoption of the Agenda

Resolution **Moved/ Ross Farley**
No. 049/2016 **Seconded/ Bob Brown**

BE IT RESOLVED that the agenda be adopted as amended.

Carried **8/0**

Minutes of April 7, 2016

Resolution **Moved/ Rick Chrest**
No. 050/2016 **Seconded/ Harvey Paterson**

BE IT RESOLVED that the minutes of the April 7, 2016 Board meeting be adopted as presented.

Carried **8/0**

Delegation

1:30 PM Delegation – Joy Dornian and Meghan Sprung – Manitoba Agriculture, Food and Rural Development

Ms. Dornian and Ms. Sprung talked with the Board about facilitating a strategic planning session for the Board. The Directors shared what they envisioned the results of a session would provide.

Correspondence

Resolution **Moved/ Barry Cullen**
No. 051/2016 **Seconded/ Rick Chrest**

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

- **Manitoba Municipal Government, David Neufeld – Community Assistance Planning Program Grant – first payment.**
- **Manitoba Infrastructure and Transportation – Highway Traffic Board Permit – Building, Gravel Parking Lot, Septic Tank – Ironcraft Inc.**

Carried **8/0**

Proposal to Subdivision **4500-15-625**
City of Brandon **231 Rosser Ave. E.**

Resolution **Moved/ Rick Chrest**
No. 052/2016 **Seconded/ Barry Cullen**

BE IT RESOLVED that the Board of Brandon and Area Planning District provide subdivision application 4500-15-625 to subdivide 231 Rosser Avenue East (Wly 19.5 ft. of Lot 2 and Ely 12.5 ft. of Lot 3, Block 37, Plan 4 BLTO) in the City of Brandon be granted Conditional Approval subject to the conditions contained in the City of Brandon resolution dated 5 May 2016;

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

Carried **8/0**

Subdivision Approval Extension **4116-14-570**
RM of Cornwallis **NE 12-10-17 WPM**

Resolution **Moved/ Emil Egert**
No. 053/2016 **Seconded/ Bob Brown**

BE IT RESOLVED That Conditional Approval with respect to subdivision application 4116-14-570 to subdivide Lots 5/6, Plan 2139 BLTO exc. out of said Lot 5, Plan 40341 BLTO in the R.M. of Cornwallis be extended to May 5, 2017.

Carried **8/0**

Proposal to Subdivision **4124-15-612**
RM of Elton **NW 6-12-18W**

Resolution **Moved/ Ross Farley**
No. 054/2016 **Seconded/ Harvey Paterson**

BE IT RESOLVED that the Board of the Brandon and Area Planning District provides Conditional Approval to subdivision application FILE NO. 4124-15-612 to subdivide Pt. NW ¼ 6-12-18 WPM in the RM of Elton subject to the conditions contained in the Rural Municipality of Elton resolutions dated October 13th, 2015 and April 11th, 2016; and

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

Carried **8/0**

Proposal to Subdivision **4124-16-631**
RM of Elton **NW 23-11-19W**

Resolution **Moved/ Ross Farley**
No. 055/2016 **Seconded/ Harvey Paterson**

BE IT RESOLVED that the Board of the Brandon and Area Planning District provides Conditional Approval to subdivision application FILE NO. 4124-16-631 to subdivide Pt. NW ¼ 23-11-19 WPM in the RM of Elton subject to the following:

1. The conditions contained in the Rural Municipality of Elton resolution dated April 11th, 2016; and

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

Carried **8/0**

General Business

Resolution No. 056/2016	Moved/ Rick Chrest Seconded/ Donna Mitchell
------------------------------------	--

BE IT RESOLVED THAT the Board of Brandon and Area Planning District refer the formation of a draft communication policy to the Inter-Municipal Committee for further study and recommendation to come back to the board.

Carried	8/0
----------------	------------

Resolution No. 057/2016	Moved/ Ross Farley Seconded/ Barry Cullen
------------------------------------	--

BE IT RESOLVED THAT the Board of Brandon and Area Planning District issue a Request for Proposals for Auditing Services, as presented.

Carried	8/0
----------------	------------

Resolution No. 058/2016	Moved/ Rick Chrest Seconded/ Harvey Paterson
------------------------------------	---

BE IT RESOLVED that the Board of Brandon and Area Planning District determine zoning amendment application Z-01-16-B for 1620 Braecrest Drive to be located in a residential designation and the application is in compliance with the policies of the Brandon and Area Planning District Development Plan 2013.

Carried	8/0
----------------	------------

Mr. Chrest excused himself from the meeting due to another commitment.

Committee Reports

Rural Services Committee – Ms. Dalgleish provided an update of the meeting held to review inspection services.

Reports from Administration

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

Resolution No. 059/2016	Moved/ Donna Mitchell Seconded/ Ross Farley
------------------------------------	--

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

Carried	7/0
----------------	------------

Finance and Accounts

Disbursements

Resolution No. 060/2016	Moved/ Emil Egert Seconded/ Donna Mitchell
------------------------------------	---

BE IT RESOLVED that the Board of Brandon and Area Planning District approve disbursements for payment of cheques no. 16558 to 16563 inclusive, in the amount of \$ 18, 470.23.

Carried	7/0
----------------	------------

March Financial Statements

**Resolution
No. 061/2016**

**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 March 2016
as presented.**

Carried

7/0

Adjournment

**Resolution
No. 062/2016**

**Moved/ Harvey Paterson
Seconded/ Donna Mitchell**

That the meeting be adjourned at 3:15 pm.

Carried

7/0

Original signed by Heather Dalglish

CHAIR

Original signed by Allison Bardsley

EXECUTIVE DIRECTOR

Next meeting: June 2, 2016 at 1:30 pm
Location: A.R. McDiarmid Civic Complex

EXECUTIVE DIRECTOR'S REPORT

District Meeting May 5, 2016

1. Request for Urban Expansion Update –Staff has reviewed the scope of studies and responded to VBJ. Three studies were prioritized, water, wastewater and drainage. A progress report will be discussed with the Inter-Municipal Committee tomorrow.
2. Legal Agreements – I am working with Bob Paterson and Greg Tramley and staff to draft an enforcement clause for the Inspection Services agreement.
3. The Municipal Board has set May 25 @ 10 AM for the hearing for Development Plan Amendment By-law 102/06/15, applicant Evan Keller.
4. Rural Residential Land Supply and Demand Assessment is well underway. A project advisory committee (PAC) has met with RW Consulting and they have also met with the Councils of Elton and Cornwallis. Statistical and other data has been supplied by staff as well as Community and Regional Planning. The BAPD website is being updated with reports from the consultant and it is anticipated that they will be meeting with the Board to review their draft assessment at the June meeting.
5. Staff have started joint regional planning sessions that we anticipate to be scheduled on a monthly basis. Meeting together with Brandon and Rural Planning, Rural CAO's and Community and Regional Planning will give us the opportunity to collaborate for the benefit of the District.
6. Last meeting Ms. Dalgleish and Mr. Fawcett reported on the Development Plan Review Committee meeting with CRP. I distributed the meeting notes to the Board on April 8, 2016. Two of the next steps identified in the meeting notes:
 - a. Discuss cost sharing other background studies with the Province (e.g. drainage plan/study that encompasses fringe area.) These studies would inform the review of the development plan and are an excellent way to have qualified consultants concentrate on an area of specialty as opposed to having one firm provide all of the research and studies for the entire development plan in a blanket approach.
 - b. Determine the timing and scope of BAPD's Development Plan Review. If background studies are being completed the Board will acquire the most in depth research and recommendations possible to compile in the next Development Plan Amendment.

I recommend that staff compile a list of recommended studies for the Development Plan Review Committee to consider. These studies would be eligible for application to The Community Planning Assistance Program for cost shared funding of 60% up to \$40,000.00.

Respectfully Submitted

