BRANDON AND AREA PLANNING DISTRICT
BOARD MEETING

1:30 P.M. Thursday December 1, 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 Chief Planner- Planning, Property and Development, City of Brandon
Coenraad Fourie, Director - Planning, Property and Development, City of Brandon

Adoption of the Agenda

Resolution **Moved/ Ross Farley**
No. 127/2016 **Seconded/ Barry Cullen**

BE IT RESOLVED that the agenda be adopted as presented.

Carried **9/0**

Minutes of November 3, 2016

Resolution **Moved/ Heather Dalgleish**
No. 128/2016 **Seconded/ Bob Brown**

BE IT RESOLVED that the minutes of the November 3, 2016 Board meeting and Public Hearing be adopted as presented.

Carried **9/0**

Subdivision Approval Extension **4124-14-585**
RM of Elton **8 Deer Ridge Rd.**

Resolution **Moved/ Ross Farley**
No. 129/2016 **Seconded/ Harvey Paterson**

BE IT RESOLVED that the Board of Brandon and Area Planning District allow the conditional approval deadline with respect to subdivision application 4124-14-585 to subdivide Pt. SE ¼ 2-11-19 WPM in the R.M. of Elton be extended to November 27th, 2017.

Carried **9/0**

Proposal to Subdivision **4124-16-642**
RM of Elton **NE 17-12-18 WPM.**

Resolution **Moved/ Ross Farley**
No. 130/2016 **Seconded/ Donna Mitchell**

BE IT RESOLVED that the Board of the Brandon and Area Planning District provides Conditional Approval to subdivision application FILE NO. 4124-16-642 to subdivide Pt. NE ¼ 17-12-18 WPM in the RM of Elton subject to the following:

1. **The conditions contained in the Rural Municipality of Elton resolution dated November 8th, 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 **9/0**

Proposal to Subdivision **4124-16-643**
RM of Elton **SW 21-12-17 WPM.**

Resolution **Moved/ Heather Dalgleish**
No. 131/2016 **Seconded/ Harvey Paterson**

BE IT RESOLVED that the Board of the Brandon and Area Planning District provides Conditional Approval to subdivision application FILE NO. 4124-16-643 to subdivide Pt. SW ¼ 21-12-17 WPM in the RM of Elton subject to the following:

1. **The conditions contained in the Rural Municipality of Elton resolution dated November 8, 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 **9/0**

General Business

Resolution **Moved/ Rick Chrest**
No. 132/2016 **Seconded/ Heather Dalgleish**

BE IT RESOLVED that the Board of Brandon and Area Planning District adopt the meeting schedule, as amended, with regular board meeting dates presented for 2017.

Carried **9/0**

Resolution **Moved/ Heather Dalgleish**
No. 133/2016 **Seconded/ Emil Egert**

BE IT RESOLVED that the members appointed to Brandon and Area Planning District by their member municipality be confirmed as follows:

City of Brandon	RM of Cornwallis	RM of Elton
Rick Chrest	Heather Dalgleish	Ross Farley
Barry Cullen	Bob Brown	Donna Mitchell
Jeff Fawcett	Emil Egert	Harvey Paterson
Glen Parker alt.	Mike Waddell alt.	Ches Bollman alt.

AND BE IT FURTHER RESOLVED that the Board of the Brandon and Area Planning District appoint:

Jeff Fawcett as Chairperson of the Brandon and Area Planning District Board;

And

Heather Dalgleish as Deputy Chairperson of the Brandon and Area Planning District Board.

Carried **9/0**

Resolution **Moved/ Emil Egert**
No. 134/2016 **Seconded/ Donna Mitchell**

WHEREAS By-law 100-04-15, being a by-law to establish fees for development applications, permits and related matters, is reviewed and updated annually;

BE IT RESOLVED THAT the Board of Brandon and Area Planning District adopt Schedule "A" to By-law 100/04/15, as per attached, to amend fees for 2017.

Carried **9/0**

Resolution **Moved/ Rick Chrest**
No. 135/2016 **Seconded/ Donna Mitchell**

BE IT RESOLVED THAT the Board of Brandon and Area Planning District adopt Policy Dev – 01 Referral Area Communication Policy, as amended, as a Policy of the District.

Carried **9/0**

Delegation **Coenraad Fourie and Ryan Nickel - South Brandon Development**

Mr. Fourie explained the drainage patterns South East Brandon. A drainage master plan is being developed for Brandon. Mr. Fourie reviewed the drainage plan that has been accepted by Sustainable Development for 220- 1st St. An alternate route is being investigated in the Master Plan as there is a retention area currently not being utilized North of 2200-1st St. It may be feasible to implement a slow release into an existing drain system that runs to the Assiniboine River at this location.
Mr. Nickel reviewed the drainage flow patterns and prospective water retention plans for South West Brandon, particularly the Brookwood and Bella Field developments.
District members had the opportunity to discuss particulars of options for drainage.

Reports from Administration

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

Resolution **Moved/ Heather Dalgleish**
No. 136/2016 **Seconded/ Bob Brown**

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

Carried **9/0**

Finance and Accounts

Disbursements

Resolution **Moved/ Emil Egert**
No. 137/2016 **Seconded/ Barry Cullen**

BE IT RESOLVED that the Board of Brandon and Area Planning District approve disbursements for payment of cheques no. 16596 to 16597 inclusive, in the amount of $ 1,622.71.

Carried **9/0**

October Financial Statements

Resolution **Moved/Emil Egert**
No. 138/2016 **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 October 2016 as presented.

Carried **9/0**

Interim Operating Budget

Resolution **Moved/ Ross Farley**
No. 139/2016 **Seconded/ Emil Egert**

BE IT RESOLVED that the Board of Brandon and Area Planning District adopt the following 2017 Interim Operating Budget:

Administration	**$ 15,000.00**
Rural Services	**17,000.00**
Employer Deductions	**3,140.00**
Board Members	**2.000.00**
Office and Equipment	**4,000.00**
Brandon Sun Subscription	**300.00**
TOTAL	**$ 41,440.00**

Carried **9/0**

Adjournment

Resolution **Moved/ Harvey Paterson**
No. 140/2016 **Seconded/ Barry Cullen**

That the meeting be adjourned at 3 pm.

Carried **9/0**

Original signed by Jeff Fawcett

CHAIR

Original signed by Allison Bardsley

EXECUTIVE DIRECTOR

Next meeting: January 5, 2017 at 1:30 pm
Location: A.R. McDiarmid Civic Complex

Brandon & Area Planning District

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EXECUTIVE DIRECTOR'S REPORT

District Meeting December 1, 2016

1. Final edits to the Inspection Services Agreement are being reviewed by Greg Tramley and Bob Patterson. The Service Delivery and Rural Services agreement drafts were finalized early this year, but with the time that has passed, I will be scheduling an Inter-Municipal Committee meeting to review all three agreements prior to putting them on a District Meeting Agenda.
2. The Manitoba Planning Conference is scheduled for May 10-12 at the Delta Hotel in Winnipeg. I have reserved 9 rooms under the room block code provided.
3. The Province of Manitoba has published a Planning Resource Guide for subdivisions in Manitoba which will be a useful tool to guide applicants through the subdivision process. The guide is available on the Provinces website and will be added to the BAPD website.
4. Today we have confirmed the Directors of BAPD and the Chairperson and Deputy Chairperson. At the January meeting we will review confirm the committees of the Board.

Respectfully Submitted

Allison Bardsley