

**BRANDON AND AREA PLANNING DISTRICT  
BOARD MEETING**

1:30 P.M., Thursday, December 6, 2018  
A.R. McDiarmid Civic Complex

**Present:**

Rick Chrest  
Barry Cullen  
Jeff Fawcett  
Ross Farley  
Donna Mitchell  
Ches Bollman  
Bill Courtice  
Emil Egert  
Bob Brown

Marlene Biles, Executive Director, BAPD  
Bob Wallis, Rural Development Planning Manager, BAPD  
Ryan Nickel, Chief Planner, City of Brandon

**Guest:** Devin Dietrich, Community Planner, Manitoba Regional and Community Planning  
Kurt Wasserberg, RM of Cornwallis Councillor

**Board Appointments - Chairperson/Deputy Chairperson**

**Resolution  
No. 112/2018**

**Moved/Rick Chrest  
Seconded/Bill Courtice**

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

<u>City of Brandon</u>	<u>RM of Cornwallis</u>	<u>RM of Elton</u>
Rick Chrest	Bill Courtice	Ross Farley
Barry Cullen	Bob Brown	Donna Mitchell
Jeff Fawcett	Emil Egert	Ches Bollman
----- (Alternate)	Kurt Wasserberg (Alternate)	Gregg Campbell (Alternate)

**AND FURTHER BE IT 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  
Ross Farley as Deputy Chairperson of the Brandon and Area Planning District Board.

**Carried**

**8/0**

**Adoption of the Agenda**

**Resolution  
No. 113/2018**

**Moved/Emil Egert  
Seconded/Bill Courtice**

**BE IT RESOLVED** that the agenda be adopted as presented.

**Carried**

**8/0**

**Minutes of October 4, 2018**

**Resolution  
No. 114/2018**

**Moved/Ross Farley  
Seconded/Ches Bollman**

**BE IT RESOLVED** that the minutes of the October 4, 2018 Board meeting be adopted as presented.

**Carried**

**8/0**

Barry Cullen arrived at 1:37 PM.

**SUBDIVISION APPLICATIONS**

**Proposal to Subdivide  
City of Brandon**

**4500-18-666  
1700 30<sup>th</sup> Street**

**Resolution  
No. 115/2018**

**Moved/Rick Chrest  
Seconded/Emil Egert**

**That** subdivision application 4500-18-666 to subdivide 1700 30<sup>th</sup> Street (Lots 1 to 48 Block 16 Plan 291 BLTO) in the City of Brandon be granted Conditional Approval subject to the conditions contained in the City of Brandon resolution dated October 1, 2018, and the following:

1. The owner or successor providing written confirmation to the City of Brandon Planning & Buildings Department that taxes for the property to be subdivided, for the current year plus any penalty, interest and arrears, have been paid in full or arrangements must be made satisfactory to Brandon City Council.
2. The owner or successor providing a new name for the public road in the subdivision to the satisfaction of Brandon City Council.
3. The owner or successor submitting written confirmation to the City of Brandon Planning & Buildings Department that arrangements have been made for a joint use easement agreement and Plan of Easement to the satisfaction of Manitoba Hydro; Central Gas Manitoba Inc.; BellMTS Inc.; and Westman Communications Group, and registering the easement agreement along with the easement plan, if required, in series with the plan subdivision.
4. The owner or successor, submitting written confirmation to the City of Brandon Planning & Buildings Department that arrangements have been made for a blanket easement agreement to the satisfaction of BellMTS, and registering the easement agreement along with the easement plan, if required, in series with the plan subdivision.
5. The owner or successor submitting written confirmation to the City of Brandon Planning & Buildings Department that the Brandon School Division has received a cash-in lieu contribution for school purposes.
6. The owner or successor submitting written confirmation to the City of Brandon Planning & Buildings Department that the engineered drainage plan has been approved by the Manitoba Sustainable Development Department.

**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 Subdivide  
RM of Cornwallis**

**4116-18-679  
Baley/Mowatt (Pt. SE22-9-19WPM)**

**Resolution  
No. 116/2018**

**Moved/Bob Brown  
Seconded/Bill Courtice**

**BE IT RESOLVED** that the Board of the Brandon and Area Planning District provides **Conditional Approval** to subdivision application FILE NO. 4116-18-679 to subdivide Pt. SE ¼ 22-9-19 WPM in the RM of Cornwallis subject to the conditions contained in the Rural Municipality of Cornwallis resolution dated November 20th, 2018; 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**

**Proposal to Subdivide  
RM of Cornwallis**

**4116-18-680  
Anderson/RM of Cornwallis**

**Resolution  
No. 117/2018**

**Moved/Ches Bollman  
Seconded/Donna Mitchell**

**BE IT RESOLVED** that the Board of the Brandon and Area Planning District provides **Conditional Approval** to subdivision application FILE NO. 4116-18-680 to subdivide Plan 2094 Pt. NE ¼ 25-10-19 WPM in the RM of Cornwallis subject to the conditions contained in the Rural Municipality of Cornwallis resolution dated November 20th, 2018; 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**

**CORRESPONDENCE**

**Resolution  
No. 118/2018**

**Moved/Rick Chrest  
Seconded/Ross Farley**

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

- a. Community and Regional Planning – RM of Cornwallis Road Opening By-law
- b. Manitoba Planning Conference – Sponsorship and Exhibit Opportunities (May 15-17, 2019)
- c. Highway Traffic Board – Viterra – Flag Pole Installation
- d. Highway Traffic Board – 10006149 Manitoba Ltd. – Three Access Driveways

**Carried**

**9/0**

**GENERAL BUSINESS**

**2019 Committee Appointments**

**Resolution  
No. 119/2018**

**Moved/Donna Mitchell  
Seconded/Bill Courtice**

**BE IT RESOLVED** that the Board of Brandon and Area Planning District make the following committee appointments:

**Personnel Committee:**

City of Brandon	Barry Cullen	Chair: Barry Cullen
RM of Elton	Ross Farley	
RM of Cornwallis	Bill Courtice	

**Budget and Finance Committee:**

City of Brandon	Jeff Fawcett	Chair: Jeff Fawcett
RM of Elton	Ches Bollman	
RM of Cornwallis	Emil Egert	

**Inter-Municipal Committee:**

City of Brandon	Rick Chrest, Jeff Fawcett, Barry Cullen
RM of Elton	Ross Farley, Ches Bollman, Donna Mitchell
RM of Cornwallis	Bill Courtice, Emil Egert, Bob Brown
Chair	Jeff Fawcett

**Rural Services Committee:**

RM of Elton	Ross Farley, Ches Bollman
RM of Cornwallis	Emil Egert, Bob Brown
Chair	Ches Bollman

**Drainage Study Committee:**

RM of Elton	Ches Bollman
RM of Cornwallis	Heather Dalglish (resident appointment)
City of Brandon	Barry Cullen

**Carried**

**9/0**

**2019 Meeting Schedule**

**Resolution** **Moved/Bob Brown**  
**No. 120/2018** **Seconded/Bill Courtice**

**BE IT RESOLVED** that the Board of Brandon and Area Planning District adopt the meeting schedule presented for 2019, noting that the January 3, 2019 Board meeting is cancelled.

**Carried** **9/0**

**Interim Operating Budget**

**Resolution** **Moved/Emil Egert**  
**No. 121/2018** **Seconded/Ches Bollman**

**BE IT RESOLVED** that the Board of Brandon and Area Planning District adopt the following 2019 Interim Operating Budget:

Administration	\$ 15,000.00
Rural Services	17,000.00
Employer Deductions	3,500.00
Board Members	2,000.00
Office and Equipment	4,000.00
Drainage Project	<u>40,000.00</u>
<b>TOTAL</b>	<b><u>\$ 81,500.00</u></b>

**Carried** **9/0**

**Legal Services**

**Resolution** **Moved/Rick Chrest**  
**No. 122/2018** **Seconded/Barry Cullen**

**BE IT RESOLVED** that the Executive Director be authorized to contact Blair Filyk, Meighen Haddad LLP, regarding extending the current legal services agreement for two more years.

**Carried** **9/0**

**REPORTS**

**Executive Director Report**

**Resolution** **Moved/Donna Mitchell**  
**No. 123/2018** **Seconded/Bob Brown**

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

**Carried** **9/0**

Rick Chrest left the meeting at 2:30 p.m.

**FINANCE AND ACCOUNTS**

**Disbursements**

**Resolution** **Moved/Emil Egert**  
**No. 124/2018** **Seconded/Barry Cullen**

**BE IT RESOLVED** that the Board of Brandon and Area Planning District approve disbursements for payment of cheques nos. 16772 to 16782 inclusive, in the amount of \$42,812.62.

**Carried** **8/0**

**September and October Financial Statements**

**Resolution  
No. 125/2018**

**Moved/Emil Egert  
Seconded/Ches Bollman**

**BE IT RESOLVED** that Board of Brandon and Area Planning District approve the Balance Sheet and the Profit & Loss statements for September 2018 and October, 2018 as presented.

**Carried 8/0**

**Adjournment**

**Resolution  
No. 126/2018**

**Moved/Bob Brown  
Seconded/Bill Courtice**

**BE IT RESOLVED** that this meeting be adjourned at 2:35 p.m.

**Carried 8/0**

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
EXECUTIVE DIRECTOR

Next meeting: February 7<sup>th</sup>, 2019 at 1:30 pm  
Location: Multi-Purpose Room, A.R. McDiarmid Civic Complex