



MINUTES OF THE MUNICIPAL PLANNING COMMISSION
JULY 20, 2022 AT 6:00 P.M.
CITY OF COLD LAKE COUNCIL CHAMBERS

- PRESENT** Mayor Craig Copeland
Councillor Vicky Lefebvre
Councillor Chris Vining
Councillor Adele Richardson
Councillor Ryan Bailey
Councillor Bill Parker
Councillor Bob Mattice
- ABSENT** None.
- ALSO PRESENT** Howard Pinnock, General Manager Planning and Development
Jesse Lohner, Recording Secretary
Brad Schultz, Planner
Fakharah Nazir, Development Officer
Tashania Brown, Development Officer
Sonia El-Husseini, Planner Intern
Troy MacMillan, Information Technology Support
Susan White, on behalf of the Applicant, Dr. Margaret Savage Crisis Centre
Garth Crump, on behalf of the Applicant, Dr. Margaret Savage Crisis Centre
Rita Melo Reuss, on behalf of the Applicant, Dr. Margaret Savage Crisis Centre
Veronique Arseneau (Via Video Conference), on behalf of the Applicant, Dr. Margaret Savage Crisis Centre
Cindy Yang, on behalf of the Applicant, Dr. Margaret Savage Crisis Centre
Gwen Lepine, on behalf of the Applicant, Cold Lake John Howard Society
Greg Vardy, on behalf of the Applicant, Cold Lake John Howard Society
- PUBLIC PRESENT** None.
- 1.0 CALL TO ORDER** Mayor Copeland called the meeting to order at 6:03 p.m.
- 2.0 CITY OF COLD LAKE INDIGENOUS LAND ACKNOWLEDGEMENT** Mayor Copeland recited aloud the following City of Cold Lake Indigenous Land Acknowledgement:
"In the spirit of respect and reciprocity, we acknowledge that the City of Cold Lake is located on lands and by water in Treaty 6 Territory and the homeland of the Metis Nation that has been, and continues to be, a sacred place for many. We pay respect to the indigenous peoples of this place past and present: the Cree, Denesuline and Metis peoples. We acknowledge that this place is impacted by the ongoing process of colonialism. We strive to understand and reframe our responsibilities to land and community as we journey towards reconciliation."
- 3.0 DISCLOSURE OF INTEREST** None.
- 4.0 ADOPTION OF AGENDA** Moved by Councillor Lefebvre that the Agenda be adopted, as presented.
CARRIED UNANIMOUSLY
- 5.0 ADOPTION OF MINUTES** Moved by Councillor Richardson that the minutes of May 18, 2022 be adopted, as presented.
CARRIED UNANIMOUSLY
- 6.0 OLD BUSINESS** None.
- 7.0 NEW BUSINESS**
- 7.1 Development Application DP222094: Temporary Shelter** Development Officer Tashania Brown presented Development Application No. DP222094: Temporary Shelter, via PowerPoint for consideration by the Municipal Planning Commission, at this time being 6:05 p.m.
The Development Application is for a Temporary Shelter to accommodate the increased need for sheltering victims of domestic violence, as the existing location is at maximum

capacity. The presentation included details of the Site Map, Site Plan, and Application Form.

Development Officer T. Brown invited questions from the Municipal Planning Commission; Mayor Copeland opened the floor for questions.

Councillor Lefebvre noted that she did not see any details about fencing in the application, but expected there would be a fence erected around the property for safety reasons. Councillor Lefebvre inquired if there were details about fencing as part of the plan.

Mayor Copeland suggested that Councillor Lefebvre's question would be better directed at the Applicant, and queried Development Officer T. Brown if details on fencing is required as part of Planning and Development's process.

Development Officer T. Brown confirmed that fencing is not a requirement.

Mayor Copeland queried if the notice of application was sent out to all surrounding properties, including the big rental community beside the property, to ensure that there were no surprises.

Development Officer T. Brown confirmed that all pertinent adjacent property owners were notified of the meeting, including notifying the rental company. The City has not received any complaints or concerns.

Mayor Copeland invited Project Manager Mr. Garth Crump from Reimagine Architects to the podium on behalf of the Applicant, Dr. Margaret Savage Crisis Centre, at this time being 6:17 p.m.

Mr. Crump advised Councillor Lefebvre that there was no perimeter fence designed, but there will be a fence constructed around a private garden at the back of the property.

Mayor Copeland confirmed there are no other questions, concerns, or comments regarding this matter.

Mayor Copeland thanked Mr. Crump for his contributions and Mr. Crump returned to the gallery at this time being 6:18 p.m.

Moved by Councillor Bailey that the Municipal Planning Commission approve Development Application DP222094, as presented.

CARRIED UNANIMOUSLY

7.2 Development
Application
DP222102: Change
of Use - Vacant to
Temporary use,
Temporary Shelter

Development Officer Fakharah Nazir presented Development Application No. DP222102: Change of Use - Vacant to Temporary use, Temporary Shelter, via PowerPoint for consideration by the Municipal Planning Commission, at this time being 6:19 p.m.

The Development Application is for a Temporary Use – Temporary Shelter, which is a Discretionary MPC Use within the C2 Arterial Commercial District. The presentation included details of the Site Map, Site Photos, Donated Units Plan & Photos, and Application Form.

Development Officer T. Brown left the meeting at this time being 6:21 p.m.

Development Officer T. Brown re-entered the meeting at this time being 6:23 p.m.

Development Officer F. Nazir invited questions from the Municipal Planning Commission; Mayor Copeland opened the floor for questions.

Councillor Mattice queried the maximum number of occupants for the building to reach capacity.

Development Officer F. Nazir replied that she does not have that information, but the Applicant might.

Mayor Copeland invited the John Howard Society Executive Director Ms. Gwen Lepine to the podium at this time being 6:25 p.m.

Ms. Lepine advised Councillor Mattice that the buildings are still located in Foster Creek, which has made it difficult to see them. With currently only having the dimensions, it is hard to define what the capacity will be. However, as it is currently configured, there are thirty-six (36) rooms with Jack-and-Jill bathrooms. The John Howard Society will have a better idea of capacity once they receive the trailers and can inspect the structure.

Councillor Mattice queried if there would be an issue with parking at this proposed location.

Ms. Lepine replied that parking would mostly be utilized by staff as the clients of the John Howard Society largely rely on bicycles. The additional training and programming that the Society offers will not draw a large numbers of vehicles.

Mayor Copeland queried whether parking was an issue at the John Howard Society's previous location.

Ms. Lepine advised that the parking situation was awkwardly set up, but there was not really an issue with available spaces. The days that the Society required the most parking was for staff meetings and board meetings, which only happened once a month. The maximum number of vehicles parking for those events was fifteen (15).

Mayor Copeland asked Ms. Lepine if there was anything else she would like to add.

Ms. Lepine advised that the photos in the presentation are not the units that the John Howard Society would be receiving. The units that the Society would be receiving are in better condition than what is pictured and will not require many renovations. The Society is currently working on applying for multiple grants to help with funding the project. There will be a fence around the entire perimeter, which is part of an agreement that the Society has made with Kokum's House.

Councillor Lefebvre stated that her understanding of the permit application is that it is to designate land use only and the development details, including fences and parking, would be handled in a later stage.

Development Officer F. Nazir advised that Councillor Lefebvre is correct. This application is only for the approval of land use. The second stage will come with building plans and parking, which the Planning and Development department will compare with the Land Use Bylaw.

Mayor Copeland queried if there is a reason that there was a three (3) year approval period listed in the conditions? Was that number established in policy or the bylaw?

Development Officer F. Nazir replied that it is set out in Land Use Bylaw as a maximum of three (3) years for temporary use. After three (3) years the Applicant would need to re-apply.

Mayor C. Copeland confirmed there are no other questions, concerns, or comments regarding this matter. Ms. Lepine returned to the gallery at this time being 6:32 p.m.

Moved by Councillor Vining that the Municipal Planning Commission approve Development Application DP222102, as presented.

CARRIED UNANIMOUSLY

QUESTIONS

None.

ADJOURNMENT

Moved by Councillor Vining that the meeting be adjourned at this time being 6:34 p.m.

CARRIED UNANIMOUSLY

NEXT MEETING To be determined.

MUNICIPAL PLANNING COMMISSION



CHAIRPERSON



DESIGNATED OFFICER