



STIRLING

Village of Stirling

Meeting Minutes

July 15, 2026 - Municipal Planning Commission - 06:30 PM

The meeting of the Municipal Planning Commission of the Village of Stirling was held in the Council Chambers, located at Stirling Community Centre/Lions Hall at 409 - 2 Street, on Wednesday, July 15, 2026, commencing at 6:30 p.m.

IN ATTENDANCE

Mayor Scott Barton, Deputy Mayor Stacey Maynes, Councillors Justin Davis, Matthew Foss, and Nikole Norris

Development Officer, Scott Donselaar
Senior Administrative Assistant, Aletta Lightfoot

1. MPC Meeting – Call Meeting to Order

The Meeting was called to order at 6:31 p.m.

2026-007

2. Adoption of Agenda

Moved By: Councillor Davis

That the agenda be adopted as presented.

Carried

2026-008

3. Draft MPC Minutes From March 4, 2026

Moved By: Mayor Barton

That the draft Minutes of the Municipal Planning Commission held March 4, 2026 to be adopted as presented.

Carried

4. Items for Discussion

2026-009

4.1 Subdivision Referral 2026-0-045

Moved By: Mayor Barton

THAT the subdivision of East Half of Lot 4, Block 34, Plan 752J within SE1/4 29-6-19-W4M (Certificate of Title No. 241 307 938), to create two lots of approximately 0.26 acres (0.11± ha) each from a titled area of 0.52 acres (0.21 ha) for residential use; BE APPROVED subject to the following:

CONDITIONS:

1. That, pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding property taxes shall be paid to the Village of Stirling.
2. That, pursuant to Section 655(1)(b) of the Municipal Government Act, the applicant or owner or both enter into and comply with a Development Agreement with the Village of Stirling which shall be registered concurrently with the final plan against the title(s) being created.

3. That the sheds located on proposed Lot 21 are removed from the lot prior to finalization of the subdivision.
4. That an engineered drainage plan is submitted and deemed acceptable by the municipality, to indicate the drainage patterns and how run-off will be dealt with any drainage easements and agreements as applicable are registered with the final plan of subdivision.

REASONS:

1. The proposed subdivision is consistent with the South Saskatchewan Regional Plan and complies with the Municipal Development Plan.
2. The Subdivision Authority is satisfied that the proposed subdivision is suitable for the purpose for which the subdivision is intended pursuant to Section 9 of the Matters Related to Subdivision and Development Regulation.
3. Subject to the conditions of approval, the proposed subdivision complies with the Land Use Bylaw.
4. AB Transportation and Economic Corridors has authorized the Subdivision Authority to vary the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation to accommodate the proposal.

INFORMATIVE:

- a. Since the proposed subdivision complies with Section 663(c) of the Municipal Government Act, Reserve is not required.
- b. That a legal description for the proposed parcel be approved by the Surveys Branch, Land Titles Office, Calgary.
- c. The applicant/owner is advised that other municipal, provincial or federal government or agency approvals may be required as they relate to the subdivision and the applicant/owner is responsible for verifying and obtaining any other approval, permit, authorization, consent or license that may be required to subdivide, develop and/or service the affected land (this may include but is not limited to Alberta Environment and Protected Areas, Alberta Transportation, and the Department of Fisheries and Oceans.)
- d. Thank you for including TELUS in your circulation. At this time, TELUS has no concerns with the proposed activities.
- e. ATCO Gas has no concerns.
- f. ATCO Transmission wishes to confirm we have no conflict as we have no high-pressure pipelines in the proposed area.

NOTE: ATCO Distribution [Gas] will reply under separate email.
Thank you for allowing ATCO to review your proposal and provide feedback.

g. Alberta Health Services – Kristen Dykstra, Public Health Inspector:

“Thank you for the opportunity to comment on File No. 2026-0-045. Alberta Health Services – Environmental Public Health (AHS-EPH) reviews and provides comment on land use applications from a public health perspective.

It is understood that the purpose of this application is to subdivide to create two lots for residential use. The proposed lots incorporate an existing dwelling, and water and sewer services are municipal.

AHS-EPH has no concerns at this time. We do not foresee any new public health problems being created as a result of the above noted subdivision provided that the applicant complies with all pertinent regulations, by-laws, and standards.

Please feel free to contact me with any questions or concerns.”

h. Historical Resources – Barry Newton, Land Use Planner:

“We have reviewed the captioned subdivision application and determined that in this instance formal *Historical Resources Act* approval is not necessary, and submission of a Historic Resources application is not required.”

i. Alberta Transportation – Leah Olsen, Development/Planning Technologist:

“This will acknowledge receipt of your circulation regarding the above noted proposal. The subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of

Highway(s) 846, 4

Transportation and Economic Corridors offers the following comments with respect to this application:

The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

The requirements of Section 19 of the Regulation are not met. There is no direct access to the highway and there is sufficient local road access to the subdivision and adjacent lands. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 19 of the Regulation.

Further, should the approval authority receive any appeals in regard to this application and as per Section 678(2.1) of the Municipal Government Act and Section 7(6)(d) of the regulation, Transportation and Economic Corridors agrees to waive the referral distance for this particular subdivision application. As far as Transportation and Economic Corridors is concerned, an appeal of this subdivision application may be heard by the local Subdivision and Development Appeal Board provided that no other provincial agency is involved in the application

Transportation and Economic Corridors has the following additional comments and/or requirements with respect to this proposal:

1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act

Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information”.

Carried

4.1.1 Development Officer Report

4.1.2 Application Submissions

4.1.3 Public Submissions

There were no public submissions.

4.1.3.1 Scheduled Presenters

There were no scheduled presenters.

4.1.3.2 Written Submissions

There were no written submissions.

4.1.4 Applicant Rebuttal

There was no applicant rebuttal.

5. Adjournment

Moved By: Councillor Davis

That the agenda matters have been concluded and that the meeting be adjourned at 6:36 p.m.

Carried

These minutes to be approved on the 7th day of October 2026.



Commission Chair - Matthew Foss



CAO - Scott Donselaar