



Town of Pincher Creek

Municipal Development and Subdivision Authority

Wednesday, March 18, 2026, | 10:00 a.m.

Council Chambers

962 St. John Avenue and Virtual via Teams

Attendance: W. Oliver, B. McGillivray, M. Metheral, S. Nodge, P. Taylor

Staff: K. Kozak, Planning and Development Officer, A. McGladdery, Administrative Assistant

Oldman River Regional Services Commission: Senior Planner, S. Harty

1. Call to Order

W. Oliver called the meeting to order at 10:00 a.m.

2. Agenda Approval

M. Metheral:

Moved to approve the March 18, 2026, agenda as presented.

CARRIED MDSA 26-017

3. 3.1 Minutes of February 18, 2026 Regular MDSA Meeting

B. McGillivray:

Moved to approve the Minutes for February 18, 2026, Regular MDSA Meeting as presented.

CARRIED MDSA 26-018

Don Hallman spoke on application 26-D0011

Berwin Lewis spoke on application 26-D0012

4. Applications

P. Taylor:

That the Municipal Development and Subdivision Authority agree to move into a closed session at 10:14 a.m. with the Planning and Development Officer, Senior Planner and Administrative Assistant.

CARRIED MDSA 26-019

M. Metheral:

That the Municipal Development and Subdivision Authority agree to revert to an open session at 11:14 a.m.

4.1 26-D0011 – 1153 Beverley McLachlin Drive, Residential – R1; 2.13 m (7ft) high fence placed within front and side yards

B. McGillivray:

That the Municipal Development and Subdivision Authority direct the Designated Officer to enter into an Agreement for Time Extension with the Applicant for Development Permit Application No. 26-D0011 – Don Hallman; Plan 0312805 Block 1 Lot 1; 1153 Beverley McLachlin Drive; Designated Residential – R1; Discretionary Use: 2.13 m (7 ft) high fence placed within front and side yards in order to garner additional information to bring back the application to the next regular MDSA meeting

CARRIED MDSA 26-021

4.2 2026-D0012 – 1178 Bighorn Avenue, General Industrial and Warehousing – I1; Addition to a Warehouse with front yard setback and number of parking spaces waivers

S. Nodge:

That the Municipal Development and Subdivision Authority approve Development Permit Application No.26-D0012 – 1776391 Alberta Ltd.; Plan 7910843 Block 5 Lot 4; 1178 Bighorn Avenue; Designated General Industrial and Warehousing – I1; Discretionary Use: Addition to a Warehouse subject to the following conditions:

1. The Development complies with the Town of Pincher Creek Land Use Bylaw No. 1639-25 and amendments thereto excepting the following waivers granted by the Municipal Development and Subdivision Authority on March 18, 2026:
 - a. Required number of parking spaces is seventeen (17). The approved number of parking spaces is fourteen (14),
 - b. The required front yard setback is 7.6 meters. The approved front yard setback is 7.2 meters;
2. The development is to conform to the development permit application dated February 23, 2026, and the approved plans attached;
3. The development shall comply with all Town Bylaws which include but not limited to the Garbage Utility Bylaw, and the Untidy and Unsightly Premises Bylaw;

4. The contractor commissioned for construction must have a valid Business License for the Town of Pincher Creek;
5. **Prior to Construction Commencing**, the Applicant shall submit a certificate from a qualified, registered Professional Engineer or Architect to the Development Officer indicating that the following factors have been incorporated in the building and lot:
 - Canadian Mortgage and Housing Corporation guidelines for building in flood-risk areas;
 - The floodproofing of habitable rooms, electrical panels and heating units, and openable windows;
 - Site drainage; and
 - Information on grade elevation in relation to the 1:100 year flood elevation;

The Development Permit **26-D0012 will be null and void** if these requirements are not met, or the floodproofing is not acceptable to the Development Authority;

6. No tractor-trailer and/or commercial vehicle associated with this development shall park, operate, or encroach onto any public road or right-of-way. All loading, unloading, and vehicle movements must take place entirely within the property boundaries. The property owner shall take all reasonable measures to ensure compliance with this condition;
7. The Applicant shall obtain any and all necessary permits and approvals, from any and all other regulatory bodies which may have jurisdiction over the Use;
8. The Development Permit 26-D0012 is null and void if any permit required by Alberta Transportation is not obtained or is refused for approval by the provincial department;
9. The Applicant should contact the Utility Safety Partners (formerly Alberta One Call) 1-800-242-3447 to locate and mark any buried utilities prior to breaking ground for the addition;
10. All work and repairs on municipal infrastructure shall be completed to the satisfaction of the CAO or designate;
11. The Applicant is responsible for all costs related to cleaning of debris and/or mud tracking on municipal roads during construction activities;

12. The Applicant is responsible for all engineering costs when development related municipal improvements/upgrades require engineering design and/or review;
13. The Applicant is responsible for all costs to repair municipal infrastructure damaged during construction of building;
14. The Applicant shall secure all required Alberta Building, Safety and Fire Code permits, inspection and final reports, and provide a copy of all building internal drawings and plans required by the Safety Codes Officers;
15. All development shall be landscaped in a manner to prevent any surface run-off onto adjacent properties;
16. Any intensification of use shall require a new development permit;
17. Failure to comply with this permit may result in the permit being cancelled, suspended, or modified.

CARRIED MDSA 26-022

5. Permitted Issued Applications

26-D0006 – Unit D – 1102 Chief Mountain Avenue – Highway/Comprehensive Commercial – C2 – Permitted Use: Portable Sign (Temporary for 1 year)

26-D0007 – 328 Victoria Crescent – Residential – R1 – Permitted Use: Home Occupation – Class 1 (Craft Making and Mobile Reiki)

26-D0009 – 391 Charlotte Street – Residential – R1 – Permitted Use: Home Occupation – Class 1 (Accounting and Taxes)

26-D0010 – 1125 Briar Road – Residential – R1 – Permitted Use: Home Occupation – Class 1 (Junk Removal & Local Hauling)

B. McGillivray:

Moved acceptance of the approved applications as presented.

CARRIED MDSA 26-023

6. Adjournment

B. McGillivray:


That this meeting of the Municipal Development and Subdivision Authority be adjourned at 11:17 a.m.

CARRIED MDSA 26-024

Next Meeting Date: Wednesday, April 15, 2026



W. Oliver, Chairperson



for: Konrad Dunbar, CAO
Town of Pincher Creek

