



Town of Pincher Creek

Municipal Development and Subdivision Authority

Wednesday, April 15, 2026, | 10:00 a.m.
Council Chambers
962 St. John Avenue and Virtual via Teams

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

Staff: K. Kozak, Planning and Development Officer, L. Goss, Legislative Service Manager, A. McGladdery, Administrative Assistant

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

1. Call to Order

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

2. Agenda Approval

W. Oliver added item #6 nominations of a Vice Chairperson

S. Nodge:

Moved to approve the April 15, 2026, agenda as amended.

CARRIED MDSA 26-025

S. Nodge would like to ensure that a direct decision is made on applications prior to adjournment.

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

S. Nodge:

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

CARRIED MDSA 26-026

Colleen Cyr spoke on application 26-D0015
Randy Wittkopf spoke on application 26-D0016

4. Applications

B. McGillivray:

That the Municipal Development and Subdivision Authority agree to move into

a closed session at 10:17 a.m. with the Planning and Development Officer, Legislative Services Manager, Senior Planner, Assistant Planner and Administrative Assistant.

CARRIED MDSA 26-027

B. McGillivray:

That the Municipal Development and Subdivision Authority agree to revert to an open session at 11:17 a.m.

CARRIED MDSA 26-028

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 approve the Development Permit Application No. 26-D0011 – Don Hallman; Plan 0312805 Block 1 Lot 1; 1153 Beverley McLachlin Drive; Designated Residential – R1; Discretionary Use: 1.82 m (6ft) high fence placed within the front yard 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 waives granted by the Municipal Development and Subdivision Authority on March 18, 2026:
 - a. The maximum height of a fence is 0.9 m (3 ft) in the front yard. The approved height of the chain link fence is 1.82 m (6 ft) in the front yard;
2. The approved chain link fence shall be sited, oriented and conform to the approved Plan and must be installed entirely within the confines of the legal property lines, and shall not be moved or enlarged except where authorized or directed through this permit approval;
3. The fence shall remain open and transparent and shall not include privacy slats, wood panels, metal panels, fabric, vegetation, or any other material that would screen or enclose the fence;
4. The contractor commissioned for construction must have a valid Business License for the Town of Pincher Creek;
5. Applicant to have service locate completed prior to construction to ensure utility locations are acceptable;

6. All development shall be landscaped in a manner to prevent any surface run-off onto adjacent properties;
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 Applicant shall remove all garbage and waste at their own expense;
9. During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired or replaced at the Applicants costs;
10. Any changes or additions to this permit shall require a new development permit application;
11. Failure to comply with the conditions of this permit may result in the permit being cancelled, suspended, or modified.

CARRIED MDSA 26-029

4.2 2026-D0015 – 1089 James Avenue, Residential – R1; Moved-in Building (23.41 m2 (252ft2) 1930's Artifact Building)

B. McGillivray:

That the Municipal Development and Subdivision Authority approve Development Permit Application No.26-D0015 – Pincher Creek & District Historical Society; Plan 1728F Lots 50& 51-54; 1089 James Avenue; Designated Residential – R1; Discretionary Use: Moved-in Building (23.41 m2 (252 ft2) 1930's Artifact Building) 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 waives granted by the Municipal Development and Subdivision Authority on April 15, 2026:
 - a. No moved-in building shall be permitted that is in excess of 20 years old. The approved moved-in building is 96 years old,
 - b. The Development Permit Application fee is \$150.00. The Development Permit Application fee is waived;

2. The development is to conform to the development permit application stamp dated March 10, 2026, and approved attached plans;
3. The contractor commissioned for the relocation of the building and construction must have a valid Business License for the Town of Pincher Creek;
4. The exterior of the building should have tin tiles, tin roof, soffit, eaves troughing, front door, and windows;
5. All work shall be performed in compliance with the current Town of Pincher Creek Engineering Standards, found at <http://pinchercreek.ca/town/development.php>;
6. During construction, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by construction activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil;
7. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired at the Applicant's expense;
8. The Applicant is responsible to ensure landscaping is completed in a manner to prevent any surface run-off onto adjacent properties;
9. The Applicant is responsible to ensure the connection between the proposed development and adjacent lands (both public and private) is acceptable regarding infrastructure, grading, landscaping, etc.;
10. The Applicant shall secure all required Alberta Building, Safety and Fire Code permits, inspection and final reports;
11. Erosion shall be controlled so that soil and dust is not conveyed off site;
12. Standing water on the site shall be controlled by the Applicant;
13. Any intensification of use shall be reported to the Town of Pincher Creek and may require a new development permit;
14. Failure to comply with this permit may result in the permit being cancelled, suspended, or modified.

INFORMATIVE NOTE: Prior to future development permit approvals, a site master plan for the Kootenai Brown Historical Park shall be developed to the satisfaction of the Municipal Development and Subdivision Authority. The master site plan will identify existing structures and future development sites within the properties.

CARRIED MDSA 26-030

4.3 2026-D0016 – 1241 Waterton Avenue, General Industrial & Warehousing – I1; Industrial Contractor Services (Industrial and Oil & Gas Equipment and Services)

S. Nodge:

That the Municipal Development and Subdivision Authority approve Development Permit Application No. 26-D0016 – Cascade Energy Services L.P.; Plan 113LK Block A Lot A; 1241 Waterton Avenue; Designated General Industrial & Warehousing – I1; Discretionary Use: Industrial Contractor Services Use subject to the Following Conditions;

1. The development complies with the Town of Pincher Creek Land Use Bylaw No. 1639-25 and amendments thereto;
2. The development is to conform to the development permit application stamp dated March 11, 2026, and approved attached plan;
3. The site shall be used for Industrial Contractor Services / Oilfield Service operations only as approved;
4. A valid Town of Pincher Creek Business License shall be secured and held in good standing;
5. The operation shall comply with all applicable provincial and federal regulatory requirements, including the Alberta Environmental Protection and Enhancement Act, Alberta Energy Regulator, Alberta Environment and Protected Areas, and all Town of Pincher Creek Bylaws;
6. The applicant must obtain and comply with all applicable approvals from provincial and federal authorities where required;
7. Any chemicals or hazardous materials must be stored in accordance with provincial regulations and applicable safety standards;
8. The storage and handling of fuels, chemicals, or hazardous materials must comply with provincial and federal legislation, including requirements of Alberta Energy Regulator and Alberta Environment and Protected Areas;

9. Secondary containment must be provided where required for liquid chemicals or fuels;
10. The site shall not discharge contaminants, fluids, or waste materials onto the ground or into the municipal drainage system;
11. No dumping, draining, transferring, or disposal of fluids, chemicals, or wastewater from vacuum trucks, tank trucks, or other equipment shall occur on the property unless specifically approved and designed with appropriate containment and environmental approvals;
12. No washing or on-site fluid transfer of trucks or equipment is permitted unless approved and properly contained;
13. Washing or steam cleaning of trucks, tanks, or oilfield equipment is not permitted on site unless a designated wash facility with proper drainage and installed;
14. No equipment, materials, or vehicles shall be stored within required setbacks;
15. No parking or storage shall occur on municipal roads or rights-of-way;
16. All outdoor storage of trucks, trailers, equipment, pipes, tanks, or materials must occur within the designated storage area shown on the approved site plan and must not exceed 3m (10ft) in height;
17. The applicant shall ensure that drainage on the site does not create nuisance conditions or hazards;
18. All site lighting must be directed downward and away from adjacent properties and roadways to prevent glare;
19. The property shall be kept in a neat and orderly condition at all times;
20. Waste materials, scrap, or debris must be stored in appropriate containers and removed regularly;
21. Any spilled materials must be immediately cleaned up;
22. Any expansion of the operation or change of use shall be reported to the Town of Pincher Creek and may require a new development permit;

23. Failure to comply with this permit may result in the permit being cancelled, suspended, or

CARRIED MDSA 26-031

4.4 2026-D0017 – 1287 Thistle Crescent, Residential – R1; Accessory Building (120.77 m² (1300 ft²) Detached Garage) with waivers to setbacks, building height, and lot coverage

S. Nodge:

That the Municipal Development and Subdivision Authority approve Development Permit Application No. 26-D0017 – Charlie Baker; Plan 971136 Block 2 Lot 25; 1287 Thistle Crescent; Designated Residential – R1; Discretionary Use: Accessory Building 120.77 m² (1300 ft²) detached garage) 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 April 15, 2026:
 - a. Minimum Setback Requirements of Second Frontage is 3.0 m (10ft). The approved North Second Frontage Setback is 0.9 m (3ft),
 - b. Minimum Setback Requirements of Rear Yard is 1.2 m (4ft). The approved Rear Yard Setback is 0.9 m (3ft),
 - c. Maximum Building Height for an accessory building is 4.9 m (16ft). The approved Building Height is 7.6 m (25ft),
 - d. Maximum Lot Coverage is 10%. The approved lot coverage is 13%;
2. The development is to conform to the development permit application stamp dated March 12, 2026, and approved attached plans;
3. The contractor commissioned for the construction of an Accessory Building must have a valid Business License for the Town of Pincher Creek;
4. That the development is approved for the construction of an Accessory Building (detached garage) of 120.77 m² (1300 ft²);
5. The Eaves shall be no closer than 0.6 m, (2ft) to a side or rear lot line;

6. The Applicant shall obtain any and all Building, Electrical, Gas, and Plumbing Permits that may be required from Park Enterprises Ltd.;
7. The Accessory Building (detached garage) exterior is to be finished with material to match and be complementary to the existing principal building;
8. The Applicant must contact Utility Safety Partners (formerly Alberta One Call) 1-800-242-3447 to locate and mark any utilities prior to commencing;
9. All work shall be performed in compliance with the current Town of Pincher Creek Engineering Standards, found at <http://pinchercreek.ca/town/development.php>;
10. During the construction of the building, the site shall be maintained in a neat and orderly manner so as to ensure that neighbours are not directly impacted by the activity. This includes parking of construction vehicles and storage of construction materials, debris, and topsoil. Any damage to neighbours' property, including fences, driveways, or landscaping that occurs due to this construction shall be repaired or replaced at the Applicant's expense;
11. The Applicant is responsible to ensure landscaping is completed garage and appropriately direct the drainage in a way to prevent any surface run-off onto adjacent properties;
12. The Applicant must install eaves and downspouts on the completed garage and appropriately direct the drainage in a way to prevent any surface run-off onto adjacent properties;
13. The Applicant is responsible to ensure the connection between the proposed development and adjacent lands (both public and private) is acceptable regarding infrastructure, grading, and landscaping, etc.;
14. The Applicant shall control the erosion so that soil and dust is not conveyed off site;
15. The Applicant shall control the standing water on the site;

16. Any intensification of use shall be reported to the Town of Pincher Creek and may require a new development permit;
17. Failure to comply with this permit may result in the permit being cancelled, suspended, or modified.

CARRIED MDSA 26-032

4.5 2026-D0019 – 1376 McEachern Street, Business Park – I3; Outdoor Storage – Principal Use

P. Taylor:

That the Municipal Development and Subdivision Authority approve Development Permit Application No. 26-D0019 – 2036326 Alberta Ltd (South West Waste Management); Plan 0611417 Block 4 Lots 24 & 25; 1376 McEachern Street; Designated Business Park – I3; Discretionary Use: Outdoor Storage – Principal Use subject to the following conditions:

1. The development complies with the Town of Pincher Creek Land Use Bylaw No. 1639-25 and amendments thereto;
2. The development shall conform to the Development Permit application stamped March 16, 2026, and the approved site plan attached hereto;
3. The applicant shall register a legal access easement agreement with Land Titles on 1370 McEachern Street (Lots 12, 16 and 17, Block 4, Plan 0512718) and 1376 McEachern Street (Lot 25, Block 4, Plan 0611417) or Consolidate all parcels, the applicant shall provide written confirmation satisfactory to the Development Officer that the subject lands have either been legally consolidate or that the access easement agreement has been registered on title;
4. This permit is approved for the 380.53 m² (4096 ft²) outdoor storage area for shipping containers, office trailers, and toilet trailers only, items are considered storage items only related to the operations of a business and are not to become permanent fixtures or structures on the lot;
5. All shipping containers, office trailers, and toilet trailers shall be stored within the designated storage area as shown on the approved site plan;
6. The toilet trailers shall be for storage purposes only and shall not be used on site. All units must be empty and maintained in a clean and sanitary condition all times;
7. The property shall be maintained in a neat and orderly condition at all times;

8. No outdoor storage shall occur within any required property line setback, on municipal property, or rights-of-way;
9. The storage area shall not be located on any storm water retention area or the identified provincial wetland on the north area of the lot;
10. The operation shall comply with all applicable provincial and federal regulations, including but not limited to the Alberta Environmental Protection and Enhancement Act, Alberta Energy Regulator requirements, and Alberta Environment and Protected areas;
11. The applicant shall obtain and comply with all required approvals from applicable provincial and federal authorities;
12. No hazardous materials or chemicals shall be stored on site;
13. No dumping, draining, transferring, or disposal of fluids, chemicals, or wastewater shall occur on the property;
14. No washing or steam cleaning of shipping containers, office trailers, or toilet trailers shall occur on site unless a designated wash facility has been approved by the Town and constructed with appropriate drainage, containment, and all required environmental approvals in place;
15. The applicant shall ensure that site drainage does not create nuisance conditions or hazards to adjacent properties or roadways;
16. All site lighting shall be directed downward and away from adjacent properties and roadways to prevent glare;
17. Any expansion of the operation, including an increase in the number of containers or trailers, shall require review by the Town of Pincher Creek and may require a new Development Permit;
18. Failure to comply with any condition of this permit may result in the permit being suspended, cancelled, or amended.

CARRIED MDSA 26-033

5. Permitted Issued Applications

26-D0013 – 1166 John Avenue – Residential – R1 – Permitted Use: Accessory Building (14.76 m² (160 ft²) Shed)

26-D0014 – 650 Schofield Street – Residential – R1 – Permitted Use: Accessory Building (35.67 m2 (384 ft2) Detached Garage)

26-D0018 – 860 Dundas Street – Residential – R1 – Permitted Use: Dwelling, Single-Detached with Attached Garage

26-D0020 – 943 Macleod Street – Residential – R1 – Permitted Use with Waivers: Semi-detached Dwelling with an Attached Garage and Waivers to Lot Size from 613.1 m2 (6600 ft2) to 609.3 m2 (6558 ft2) and Attached, Unenclosed Improvements – Rear Yard Setback from 7.6 m (25 ft) to 7.28 m (23.9 ft)

26-D0021 – 726 Main Street – Downtown/Retail Commercial – C1 District – Permitted Use: Change of Use from Retail to Office

26-D0022 – 943 Macleod Street – Residential – R1 – Permitted Use: Demolition of Dwelling and Accessory Building

B. McGillivray:

Moved acceptance of the approved applications as presented.

CARRIED MDSA 26-034

6. Nomination of Vice Chairperson

W. Oliver nominated Brian McGillivray
Brian McGillivray accepted

7. Adjournment

S. Boese:

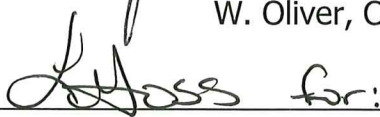
That this meeting of the Municipal Development and Subdivision Authority be adjourned at 11:24 a.m.

CARRIED MDSA 26-035

Next Meeting Date: Wednesday, May 20, 2026



W. Oliver, Chairperson



Konrad Dunbar, CAO
Town of Pincher Creek

