

AGENDA
MUNICIPAL PLANNING COMMISSION
COUNTY OF NORTHERN LIGHTS – COUNCIL CHAMBERS
TUESDAY, JANUARY 28, 2025 at 3:00 P.M.

<https://us02web.zoom.us/j/88678742891?pwd=6wrgBOaLtpgD2gRcB0tQPpCS2fckJm.1>

01.0 CALL TO ORDER

02.0 ADOPTION OF THE AGENDA

03.0 ADOPTION OF THE MINUTES

A) Tuesday, January 14, 2025 Municipal Planning Commission Meeting Minutes

04.0 PLANNING AND DEVELOPMENT

A) Development Permits – Issued by the Development Officer

B) Development Permits – To Be Issued or Discussed by MPC

1) Development Application DP-24-45 – Log Storage Site

C) Miscellaneous

05.0 ADJOURNMENT

MINUTES
MUNICIPAL PLANNING COMMISSION
COUNTY OF NORTHERN LIGHTS
TUESDAY, JANUARY 14, 2025 at 11:00 A.M.

<https://us02web.zoom.us/j/88692130038?pwd=OOVb9FeOrmRqaUKQ1wH9JqbssFBpS.1>

PRESENT:

Gary These	Ward One	Weberville/Stewart
Kayln Schug	Ward Two	Warrensville/Lac Cardinal (virtual)
Brenda Yasinski	Ward Three	Dixonville/Chinook Valley
Brent Reese	Ward Four	Deadwood/Sunny Valley
Gloria Dechant	Ward Five	North Star/Breaking Point
Terry Ungarian	Ward Six	Hotchkiss/Hawk Hills
Linda Halabisky	Ward Seven	Keg River/Carcajou

IN ATTENDANCE:

Gerhard Stickling – Chief Administrative Officer
Charles Schwab – Director of Public Works
Josh Hunter – Director of Finance
Teresa Tupper – Executive Assistant/ Recorder
Dan Archer – Mile Zero Banner Post Reporter
Gail Long – Planning & Development Officer, ISL Engineering and Land Services Ltd. (virtual)
Debbie Bonnett – Planning & Development Officer, ISL Engineering and Land Services Ltd. (virtual)

01.0 CALL TO ORDER

Chair Ungarian called the Tuesday, January 14, 2025 Municipal Planning Commission Meeting to order at 11:31 a.m.

02.0 ADOPTION OF THE AGENDA

001/14/01/24MPC **MOVED BY Councillor Schug to acknowledge receipt of the Tuesday, January 14, 2025 Planning and Commission Meeting Agenda and adopt it as presented.**
CARRIED

03.0 ADOPTION OF THE MINUTES

A) Tuesday, December 10, 2024 Municipal Planning Commission Meeting Minutes

002/14/01/24MPC MOVED BY Councillor Halabisky to acknowledge receipt of the Tuesday, December 10, 2024 Municipal Planning Commission Meeting Minutes and adopt them as presented.
CARRIED

04.0 PLANNING AND DEVELOPMENT

A) Development Permits – Issued by the Development Officer

1. *Development Permit DP-24-47*

003/14/01/24MPC MOVED BY Councillor Reese to acknowledge receipt of Development Permit DP-24-47; issued by the Development Officer and accept it for information.
CARRIED

B) Development Permits – To Be Issued or Discussed by MPC

1. *Development Permit Application DP-24-44*

004/14/01/24 MOVED BY Councillor Reese to acknowledge receipt of the Development Permit Application DP-24-44 to develop a detached cold storage building on Lot 22, Block 2, Plan 992 6522 within the SW 1-85-22-W5M; and grant a variance of 1.83 m (6 ft) to the maximum allowable height, and approve the application subject to the following seven (7) conditions:

1. The proposed development shall be situated on the lot in accordance with the approved site plan.
2. The owner/developer shall comply with the uses and regulations of Country Residential (CR1) District.
3. The owner/developer shall contact an accredited agency contracted by Municipal Affairs to obtain the applicable permits or approval. A copy of the approved permits must be submitted to the County of Northern Lights for their files.
4. The owner/developer must contact an accredited agency contracted by Municipal Affairs to obtain the following permits or approvals applicable: - Home Warranty Coverage- Provincial Plumbing Permit- Gas Inspection Permit- Building Permit- Electrical Permit. A copy of the approved permits must be submitted to the County of Northern Lights for their files.
5. The applicant/owner may be required to enter into a development agreement with the County if upgrades to the existing access are required and shall consult with County of Northern Lights Public Works Department when installing culverts to ensure the approaches are constructed in accordance with County standards. Any costs incurred will be the responsibility of the applicant/owner.
6. The exterior finish and appearance should complement other structures and natural site features.

7. No further development or construction shall be allowed without an approved Development Permit.

CARRIED

2. Development Permit Application DP-24-46

005/14/01/24MPC **MOVED BY Councillor Halabisky to acknowledge receipt of Development Permit DP-24-46 to operate a temporary "Industrial Camp" to accommodate 23 workers from January 15, 2025 to March 30, 2025 at NE 13-100-4-W6M, on designated Crown Land; and approve the application subject to the following fourteen (14) conditions:**

1. This permit approval for an Industrial Camp is valid from January 15 to April 30, 2025.
2. That the applicant/owner, if interested in a renewal permit to continue the Industrial Camp, are advised to meet with the County in advance of re-application for a development permit. The County will evaluate the performance of the Industrial Camp against its conditions of approval, and any other performance measures that the Development Authority considers relevant.
3. The Industrial Camp shall not include any permanent development, proceed in accordance with the approved site plan and proposal details, and comply with the development standards of the Crown Land (CL) District and Section I12 Industrial Camps of the Land Use Bylaw.
4. The applicant/owner shall provide a minimum 5m development setback from each of the abandoned wells and access easements to the wells.
5. No development shall occur on any wetland without prior approval. It is the applicant/owner's responsibility to obtain all necessary environmental approvals required for development. This may include but is not limited to a Water Act approval pursuant to Alberta Environment and Protection's Wetland Policy.
6. The applicant/owner may be required to enter into a development agreement with the County, not limited to upgrades to the existing access(es), and shall consult with County of Northern Lights Public Works Department when installing culverts to ensure the approaches are constructed in accordance with County standards.
7. The applicant/owner shall comply with the Alberta Private Sewage System Standard of Practice and in accordance with the requirements of Alberta Municipal Affairs.
8. The applicant/owner shall provide water for domestic and firefighting purposes to meet the Industrial Camp's demand, in accordance with provincial legislation or to the satisfaction of the office of the provincial fire commissioner.
9. That the applicant/owner ensure surface drainage flows released from the subject lands into the County ditch system shall be no greater than the pre-existing development flow rate, and erosion control measures shall be implemented to prevent debris and material being conveyed onto County property as per Section I16.1 of the Land Use Bylaw.
10. That the applicant/owner shall follow requirements for waste storage and transportation in accordance with the Waste Control Regulations of the Alberta Environmental Protection and Enhancement Act.

11. The applicant/owner shall screen the Industrial Camp from adjacent development in accordance with Section I9 of the LUB and provide outdoor lighting in accordance with Section I115.1 of the LUB.

12. The applicant/owner is required to obtain all other approvals required by other regulatory jurisdictions and maintain the approvals in addition to following the requirements of Disposition RTF2414336 throughout the course of this development and its operation.

13. The applicant/owner shall contact an accredited agency contracted by Municipal Affairs to obtain the applicable permits and inspections, as required.

14. No further development or construction be allowed without an approved Development Permit.

CARRIED

C) Miscellaneous

05.0 ADJOURNMENT

Chair Ungarian adjourned the Tuesday, January 14, 2025 Municipal Planning Commission Meeting at 11:41 a.m.

Chair, Terry Ungarian

CAO, Gerhard Stickling

Date Signed



To: **Reeve and Council – County of Northern Lights**
Attention: **Gerhard Stickling, Chief Administrative Officer**
Cc: **David Schoor**
Reference: **DP-24-45**
From: **Gail Long**

Date: **January 28, 2025**
Project No.: **16613**

1.0 Application

The applicant, Mercer Peace River, proposes a log storage site which is considered as a Storage Yard in the Crown Land (CL) District. The proposed site will be used for a long-term storage area for cut-to-length logs from operations located north and west of the site location. Logs will be hauled to the site from remote locations from December to March, 24 hours/day, up to 6 days a week. Hauling from this site to the Mercer mill site will occur for approximately 2 months in the summer and/or fall, with the exact time to be determined. Trucks will not remain on site except for loading or unloading. Three or four hauling trucks will be on the site at any time.

The applicant proposes to install a weigh scale and scale shack, a framed area for trucks to unload or load, and a fueling station, all located at the west end of the site. A graveled parking area will be constructed near the weigh scale and designated for loader operators and site maintenance staff.

The applicant has advised that a work camp is not required for the site operations.

As the development is located on Crown Land, a copy of the current approval from Alberta Forestry, Parks and Tourism has been provided by the applicant.

2.0 Site and Surrounding Lands

The 50 ha (124 ac) site is located on a portion of the north half of Section 6 and the south half of section 7-88-25-W5M. These lands are designated as Crown Land (CL) District by the County's Land Use Bylaw (LUB). The site is located approximately 20 km northwest of Dixonville. The site was previously approved for temporary log storage on November 16, 2023 by Alberta Forestry Parks and Tourism. At that time, timber was harvested and decking roads were cleared throughout the site for use during December 2023 and January 2024. The applicant now proposes to use this site for log storage on a long-term basis. The applicant has advised that no additional standing timber will be removed from the site. The site is surrounded by trees and stumps, forming an enclosure.

The parcel is not located within the Grimshaw Gravels Aquifer, has a soil classification of class 5, class 0, and in the southeast corner, class 3. The site is not located within a Key Wildlife Biodiversity Zone or

04.B-i)



an environmentally sensitive area, but is located within an environmentally sensitive wildlife area (Grizzly). The parcel is not within any historical value (HRV) classified designation.

Beaton Creek runs through the area. A wetland review shows swamp, marsh, a bog, and open water. The applicant has advised that the land is flat and has no topography to suggest water accumulation that could cause erosion. The west side of the opening is adjacent to a road with well vegetated ditches, while the remainder of the perimeter is undisturbed forest that buffers the nearest watercourses by 75 meters.

The lands surrounding the site are in the Crown Land (CL) District.

3.0 Access and Servicing

The applicant has advised that the haul route to and from the site will be on Range Road 260, which is classified as a field access road south of the site for approximately 2.5 km before changing to a residential road classification. Trucks will continue south on Range Road 260 before turning east onto Highway 689 towards the Mercer mill site. There are two residences located along Range Road 260. The County has advised that the applicant enters into an annual Road Use Agreement with the County which would allow for the use of this particular haul route as well as others throughout the County.

There is no power, wellsites, low or high pressure gas lines, municipal water, potable water wells, sewer lines, or any record of any spills or contamination within the site.

The applicant has advised that a portable generator will be used to provide power for the scale, scale computers, lighting, and fuel tank pump. No water or sewer facilities are being proposed for the site. Both drinking water and portable toilets will be brought onto the site. Garbage receptacles will be on-site and emptied on a regular basis by a site management contractor.

4.0 Compliance with Approved Plans and Land Use Compatibility

The site does not fall within any Intermunicipal Development Plan (IDP) or Area Structure Plan (ASP).

The application was reviewed against the County's Municipal Development Plan (MDP) and Land Use Bylaw (LUB) and relevant Provincial legislation. The proposed development meets the intent of the Industrial Development policies contained within the MDP.

The proposed development does not meet Section I.31.1(b) of the Land Use Bylaw (LUB) which requires all buildings or structures to be set back from a local road a minimum of 41 m (131 ft) from the property boundary unless otherwise required by the Development Authority. To maximize the use of this site, the applicant is requesting a relaxation to allow the closest structure to be located a minimum of 20 m (65.6 ft) from the west property boundary. The relaxation to the required setback distance is being requested to minimize the size of the site that has to be stripped to mineral soil to situate the proposed decking area



and scale location on the site. By minimizing the amount of land that has to be stripped to mineral soil, stumps and other woody debris can be left as is to allow for sedimentation control.

The variance request is reasonable as the site is adjacent to an undeveloped road allowance, there is no other development in the vicinity, and the reduced setback allows for increased sedimentation control to eliminate impact to the surrounding wetlands.

5.0 Circulation and Notification Comments

The application was circulated to referral agencies and adjacent owners. Alberta Energy Regulator and Telus both responded indicating they had no concerns with the proposed development. No further comments were received.

6.0 Recommendation

It is recommended that this application for a 50 ha (124 ac) log storage site on a portion of the north half of Section 6 and the south half of section 7-88-25-W5M be APPROVED, and further, that a variance be granted to allow structures to be located a minimum of 20 m (65.6 ft) from the west property boundary, subject to the following conditions:

1. The applicant shall proceed in accordance with the approved site plan, proposal details and comply with the development standards of the Crown Land (CL) District.
2. No development shall occur on any wetland or wet area without prior approval. It is the applicant/owner's responsibility to obtain all necessary environmental approvals required for development. This may include but is not limited to a Water Act approval pursuant to Alberta Environment and Protection's Wetland Policy.
3. The applicant/owner may be required to enter into a development agreement with the County, not limited to upgrades and/or maintenance to the haul route, access into the site, and signage requirements, and shall consult with County of Northern Lights Public Works Department when installing culverts to ensure the approaches are constructed in accordance with County standards.
4. The applicant/owner may be required to enter into a Road Use Agreement with the County, if required.
5. The applicant/owner shall provide adequate water supply for domestic use to meet domestic water supply demand.
6. The applicant shall provide a portable toilet on site and ensure all waste is emptied at an authorized waste disposal location.
7. The applicant shall provide garbage receptacles on site and ensure all garbage is hauled offsite on a regular basis to an appropriate waste transfer facility.



8. The applicant/owner shall ensure stormwater will be released at the predevelopment flow rate of 1.8L/second/ha.
9. The applicant/owner shall obtain all other approvals required by other regulatory jurisdictions and maintain the approvals throughout the course of this development and its operation.
10. No further development or construction be allowed without an approved Development Permit.



DEVELOPMENT PERMIT APPLICATION COUNTY OF NORTHERN LIGHTS

"An Agricultural Based Community"

600, 7th Ave. NW Box 10, Manning, Alberta T0H 2M0
Phone (780) 836-3348, Fax (780) 836-3663
E-mail: info@countyofnorthernlights.com

FOR ADMINISTRATIVE USE ONLY

Application No.: _____ Date: _____ Roll No.: _____

I/We hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and form part of the application

I/We understand that this application will not be accepted without the following:

- Application fee
- Site plan sketch that includes all relevant details to the proposed development (e.g. Proposed and existing structure, property lines, creeks/ravines, parking and vehicle access, building plans etc.)

APPLICANT INFORMATION

NAME OF APPLICANT Mercer Peace River Pulp			NAME OF REG. LANDOWNER (IF DIFFERENT FROM APPLICANT) Province of Alberta - Vacant Crown Land		
Postal Bag 6500, Pulp Mill Site Peace River, Alberta					
T8S 1V5					PHONE (BUS)

LAND INFORMATION

LEGAL DESCRIPTION OF PROPOSED DEVELOPMENT SITE								
N ½ 6 and S ½ 7		88	25	5	AND/OR	PLAN #	BLOCK	LOT
SIZE OF THE PARCEL TO BE DEVELOPED			NUMBER OF ACRES			O R	NUMBER OF HECTARES 50 Ha.	
DESCRIBE THE EXISTING USE OF THE LAND -Temporary Off Site log storage								

DEVELOPMENT INFORMATION

DESCRIBE THE PROPOSED USE OF THE LAND Log storage yard and associated infrastructure (weigh scale, fuel storage).			
CIRCLE ANY PROPOSED USE(S) NOT IDENTIFIED ABOVE SIGN(S) CULVERT(S)/ ROAD ACCESS POINT(S) PUBLIC USE(S)/ UTILITIES DWELLING UNIT(S) ACCESSORY STRUCTURE(S)/ USE(S) OTHER (SPECIFY) HOME OCCUPATION(S) COMMERCIAL OR INDUSTRIAL STRUCTURE(S) / USE(S)			
INDICATED THE PROPOSED SETBACK FROM THE PROPERTY LINE (SPECIFY FEET OR METRES) 25 meters from east side of RR 260			
FRONT YARD	REAR YARD	SIDE YARD (1)	SIDE YARD (2)
THE LAND IS ADJACENT TO (CIRCLE): RR 260			
	COMMENCEMENT DATE Currently in use as Temporary yard	COMPLETION DATE June 15, 2044 est.	CONSTRUCTION COSTS \$75,000 est
PLEASE ATTACH:			

04.B-1)

a) SITE PLAN b) FLOOR PLAN

DECLARATION

I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT. NOTE THAT SIGNATURE OF REGISTERED LAND OWNER IS REQUIRED IF DIFFERENT THAN APPLICANT.

SIGNATURE OF APPLICANT SIGNATURE OF APPLICANT (If joint tenants) _____ DATE

Nov 12/24

SIGNATURE OF REGISTERED LAND OWNER LAND OWNER (If different than applicant) (If different than applicant & joint tenants) _____ DATE SIGNATURE OF REGISTERED

F:\wpdata\development\forms\DP.Application

04.B-1)



County of Northern Lights Permit Application Map Mercer Peace River Pulp Ltd.

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0 62.5 125 250 Meters

Legend

- Abandoned Well Map_NAD83_10TM_AEP
- Abandoned Well Map_GCS_NAD83
- Setback Distance
- Infrastructure
- Sat14_Boundary
- South Approach



04.B-1)

Additional Information:

- The site is located on the east side of RR 260 In section 6 & 7 of Twp 88, Rge 25, W5M.
- Mercer Peace River Pulp Ltd has harvested the timber on the site under the authority of an Annual Operating Plan approved October 30, 2023 as DTLP550001 Block 10 by Alberta Forestry Parks and Tourism, Peace River Forest Area, Forestry Division.
- A Temporary Off-Site Log Storage request for the site was approved November 16, 2023 by Alberta Forestry Parks and Tourism, Peace River Forest Area, Forestry Division.
- Decking roads were cleared throughout the site for use during December 2023 and January 2024 for temporary decking.
- Mercer is not proposing to remove any additional standing timber for the site.
- There are watercourses on the northern and southern edges of the property (see the site map). The proposed development will be in excess of 75 m from the watercourse. There is a treed buffer between the site and the watercourses.
- We are proposing to install a weigh scale and scale shack at the west end of the site. We are also planning to install a De-Wrap station (frame for trucks to drive into to provide a safe area to remove load wraps) and a fueling station.
- A portable generator will be used at the site to provide power for the scale, scale computers, area lighting and fuel tank pump.
- The purpose of this Development Permit application is to provide a long-term

storage area for Cut-to-length logs from Mercer operations north and west of the site location. The site will be filled (decked) during the winter months and logs removed (undecked) to the Peace River mill site during summer months.

- The timing of operations at the site will be:
 - Hauling into the site - December to March, 24 hrs/day 5 or 6 days a week.
 - Hauling from site to mill site - approximately 2 months in the summer/fall - exact time period to be determined.
- The trucks are not expected to remain on the site except for the loading or unloading of their load. There should be no more than 3 or 4 trucks on the site at any given time.
- No camp will be needed for the site operations.
- A small parking area will be constructed near the weigh scale designated for pick-up parking for loader operators and other site maintenance staff. Development of this parking area will consist of adding gravel as required.
- Mercer is not planning to install full water and sewer facilities for the site. Water for making coffee and other drinking water will be provided by bringing water jugs on site. The only sewer facilities will be in the form of port-a-potties. Garbage receptacles will be on-site and emptied on a regular basis by the site management contractor.
- Mercer will apply to enter into road use agreement with the County to discuss:
 - Road maintenance associated with the site. This may include snowplowing requirements.

04.B-1)

- Additional signage requirements.
 - Dust control associated with the site. Dust control on the site will be completed as required by the contractor using a water truck. No calcium will be used.
- A search of the applicable records does not indicate any pre-existing oil wells, pipelines, water wells, septic tanks or sewer facilities on the proposed site.
- The applicant has advised that “the natural topography of the scale area is about 1% slope to the south, so the plan would be to let the water flow south into the standing timber outside the block boundary”.