

**AGENDA**  
**MUNICIPAL PLANNING COMMISSION**  
**COUNTY OF NORTHERN LIGHTS**  
**TUESDAY, MARCH 25, 2025 at 3:00 P.M.**

<https://us02web.zoom.us/j/82261255895?pwd=2lPQa9y3YsPL6ekmAyir3ebvJs1iAs.1>

**01.0 CALL TO ORDER**

**02.0 ADOPTION OF THE AGENDA**

**03.0 ADOPTION OF THE MINUTES**

*A) Tuesday, March 11, 2025 Municipal Planning Commission Meeting Minutes*

**04.0 PLANNING AND DEVELOPMENT**

**A) Development Permits – Issued by the Development Officer**

*1) Development Permit DP-25-09 – Permitted Use*

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

*1) Development Permit DP-25-07 Peace Country Fish & Game Association*

**C) Miscellaneous**

*1) Green Municipal Fund Grant Opportunity*

**05.0 ADJOURNMENT**

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

<https://us02web.zoom.us/j/88520268226?pwd=bHgiUuC5EYwdFaR88Bfp19HZtNOWBa.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

**REGRETS:**

Linda Halabisky	Ward Seven	Keg River/Carcajou
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**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  
Debbie Bonnett – Planning & Development Officer, ISL Engineering and Land Services Ltd. (virtual)

**01.0 CALL TO ORDER**

Reeve/Chair Ungarian called the Tuesday, March 11, 2025 Municipal Planning Commission Meeting to order at 11:04 a.m.

**02.0 ADOPTION OF THE AGENDA**

**012/11/03/25MPC**      **MOVED BY** Councillor These to acknowledge receipt of the Tuesday, March 11, 2025 Municipal Planning Commission Meeting and adopt it with the deletion of 04.C)1) Green Municipal Fund Grant Opportunity.  
**CARRIED**

**03.0 ADOPTION OF THE MINUTES**

*A) Tuesday, February 11, 2025 Municipal Planning Commission Meeting Minutes*

**013/11/03/25MPC**      **MOVED BY** Councillor Dechant to acknowledge receipt of the Tuesday, February 11, 2025 Municipal Planning Commission Meeting Minutes and adopt them as presented.  
**CARRIED**

**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 Permit DP-25-02*

**014/11/03/25MPC**      **MOVED BY Councillor Schug to acknowledge receipt of the Development Permit Application DP-25-02 to locate a 45-meter communication tower, 40 meters from the front property line on Lot 1, Block 1, Plan 122 3970 (on part of the NW 22-86-24-W5M) and approve permit subject to the following seven (7) conditions and a variance of one (1) metre in the front boundary:**

- 1. That the development proceeds in accordance with the attached plans and site plan to reflect the proposed location on Lot 1, Block 1, Plan 122 3970 (on part of the NW 22-86-24-W5M).**
  - 2. The owner/developer shall comply with the uses and regulations of the Agriculture General (A) District.**
  - 3. The applicant/owner may be required to enter into a development agreement with the County if any upgrading of the existing access is required and shall consult the County of Northern Lights Public Works Department when installing culverts for site access approaches to ensure the approaches are constructed in accordance with County standards.**
  - 4. This permit approval is issued on the condition that all other approvals, including any Industry Canada approvals, Water Act Approvals and/or Licenses, required by other regulatory jurisdictions be obtained and maintained throughout the course of this development and its operation. A copy of the approved permits must be submitted to the County of Northern Lights.**
  - 5. The applicant/owner shall contact an accredited agency contracted by Municipal Affairs to obtain the following applicable permits and inspections, as required:**
    - a. Building Permit**
    - b. Electrical Permit**
  - 6. Additional development or construction is not allowed without an approved development permit from the County of Northern Lights.**
  - 7. The decision being posted on the County website and advertised in a local newspaper and no appeal against said decision being successful.**
- CARRIED**

*2) Development Permit DP-25-03*

**015/11/03/25MPC**      **MOVED BY Councillor Yasinski to acknowledge receipt of Development Permit application DP-25-03 to locate a 45-meter communication tower on Lot 1, Block 1, Plan 242 0645 (on part of NW 36-90-24 W5M) and approve permit subject to the following seven (7) conditions and the advisement:**

- 1. That the development proceeds in accordance with the attached plans and site plan to reflect the proposed location on Lot 1, Block 1, Plan 242 0645 (on part of NW 36-90-24 W5M).**
- 2. The owner/developer shall comply with the uses and regulations of Agriculture General (A) District.**
- 3. The applicant/owner may be required to enter into a development agreement with the County if any upgrading of the existing access is required and shall consult the County of Northern Lights Public Works Department when installing culverts for site access approaches to ensure the approaches are constructed in accordance with County standards.**
- 4. This permit approval is issued on the condition that all other approvals, including any Industry Canada approvals or Water Act Approvals and/or Licenses, required by other regulatory jurisdictions be obtained and maintained throughout the course of this development and its operation. A copy of the approved permits must be submitted to the County of Northern Lights.**
- 5. The applicant/owner shall contact an accredited agency contracted by Municipal Affairs to obtain the following applicable permits and inspections, as required:**
  - a. Building Permit**
  - b. Electrical Permit**
- 6. Additional development or construction is not allowed without an approved development permit from the County of Northern Lights.**

7. The decision being posted on the County website and advertised in a local newspaper and no appeal against said decision being successful.  
**CARRIED**

**C) Miscellaneous**

**05.0 ADJOURNMENT**

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

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Reeve/Chair  
Terry Ungarian

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CAO, Gerhard Stickling

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Date Signed



**COUNTY OF NORTHERN LIGHTS**  
#600, 7th Avenue NW Box 10, Manning, AB T0H 2M0  
Ph (780) 836-3348 Fax (780) 836-3663 Toll Free 1-888-525-3481

**DEVELOPMENT  
PERMIT NOTICE  
OF DECISION**

**APPLICATION NO.:** DP-25-09

**ROLL NO.:** N/A

**DEVELOPMENT:** Shop Building (with undeveloped living quarters) – (2205 sq. ft.)  
2007 Mobile Home (1672 sq. ft.) with Addition (576 sq. ft.), Full Basement (2248 sq. ft.), and Deck (405 sq. ft.)

**USE TYPE:** Permitted Use

**LAND USE DISTRICT:** Agriculture Restricted (AR) District

**LEGAL DESCRIPTION (ATS Location):** Pt. NE 18-84-23-W5M

**CONSTRUCTION VALUE:** \$100,000

**NAME & ADDRESS OF APPLICANT(s):** Jacob and Anna Bergen  
4821 47 Avenue  
Berwyn, AB  
T0H 0E0

**DECISION OF THE DEVELOPMENT AUTHORITY IN RESPECT TO THE ISSUANCE OF THE DEVELOPMENT PERMIT:**

- ☐ APPROVED
- ☒ APPROVED with the following conditions
- ☐ REFUSED for the following reason(s)

(See below conditions and appeal procedures)

**APPROVAL GRANTED SUBJECT TO COMPLYING TO THE FOLLOWING CONDITIONS:**

1. The proposed development shall be situated on the lot in accordance with the approved site plan.
2. The applicant/owner shall comply with the uses and regulations of the Agriculture Restricted (AR) District.
3. The applicant/owner may be required to enter into a development agreement with the County, not limited to access improvements. If upgrades to the existing access(es) is required, the applicant/owner 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.
4. The proposed basement for the manufactured home/mobile home shall meet the requirements of the Alberta Building Code.
5. The applicant/owner shall comply with setbacks as per Alberta Private Sewage System Standards.

04.01.11

6. The applicant/owner shall contact an accredited agency contracted by Municipal Affairs to obtain the following permits or approval as applicable: Building Permit – Provincial Plumbing Permit – Gas Permit – Electrical Permit. A copy of the approved permits must be submitted to the County of Northern Lights for their files.
7. The exterior finish to be wood, metal or similar siding, brick or stucco to the satisfaction of the Development Authority. The finish and appearance should complement other structures and natural site features.
8. No further development or construction shall be allowed without an approved Development Permit.

**Advisement #1:** Manufactured Homes Identification Numbers: Serial # 11020  
New Home Warranty Registration: N/A

**Advisement #2:** No permit approval has been granted for construction of the undeveloped living quarters located in the existing shop building. The owner/developer shall be required to apply for and obtain development permit approval prior to construction of the living quarters in the shop building.

**2025-03-17**  
**DATE OF DECISION**

**2025-03-17**  
**DATE OF ISSUE OF NOTICE OF DECISION**

  
**DEVELOPMENT OFFICER**

*Please Note:*

*This development permit lapses and is considered void if the development approved has not commenced within twelve (12) months from the date of issue of the notice.*

**COUNTY OF NORTHERN LIGHTS**

#600, 7th Avenue NW Box 10, Manning, AB T0H 2M0 Ph (780) 836-3348 Fax (780) 836-3663 Toll Free 1-888-525-3481

**IMPORTANT NOTICES**

1. You may wish to appeal the decision of the subdivision and development authority to the Subdivision and Development Appeal Board. Such an appeal shall be made in writing and shall be delivered either in person or by mail so as to reach the Secretary of the Subdivision and Development Appeal Board at the County office **NOT LATER THAN 21 DAYS AFTER THE DATE OF ISSUE OF NOTICE OF DECISION.**
2. The Land Use Bylaw provides that any person claiming to be affected by a decision of the development authority may appeal to the Secretary of the Subdivision and Development Appeal Board **WITHIN 21 DAYS AFTER THE NOTICE OF DECISION IS PUBLISHED IN THE LOCAL NEWSPAPER.**
3. A decision of the Subdivision and Development Appeal Board is final and binding on all parties and persons subject only to an appeal upon or question of jurisdiction or law pursuant to Section 689 of Municipal Government Act. An application for leave to appeal to the Appellate Division of the Supreme Court of Alberta shall be made:
  - a) to a judge of the Appellate Division; and
  - b) within Thirty (30) days after the issue of the order, decision, permit or approval sought to be appealed



## DEVELOPMENT PERMIT APPLICATION

### FORM A

"An Agriculture Based Community"

FOR ADMINISTRATIVE USE

APPLICATION NO.

DP 25-09

DATE RECEIVED

February 18, 2025

ROLL NO.

222316

County of Northern Lights, # 600, 7<sup>th</sup> Ave. NW Box 10, Manning, AB, T0H 2M0

W: [www.countyofnorthernlights.com](http://www.countyofnorthernlights.com) | E: [development@countyofnorthernlights.com](mailto:development@countyofnorthernlights.com) | T: (780) 836-3348 | F: (780) 836-3663

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

- (a) application fee;
- (b) site plan sketch that includes all relevant detail to the proposed development (e.g.: proposed and existing structures, property lines, creeks/ravines, parking and vehicle access, building plans, etc.)

APPLICANT INFORMATION			COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF APPLICANT <u>Jacob and Anna Bergen</u>			NAME OF REGISTERED OWNER		
ADDRESS <u>4821 47<sup>th</sup> Ave Berwyn AB.</u>			ADDRESS		
POSTAL CODE <u>T0H 0E0</u>			POSTAL CODE		
EMAIL ADDRESS* <u>jbergen10890@hotmail.com</u>			EMAIL ADDRESS*		
*By supplying the County with an email address, you agree to receive correspondence by email.					
PHONE (CELL) <u>4038722211</u>	PHONE (RES)	PHONE (BUS)	PHONE (CELL)	PHONE (RES)	PHONE (BUS)

LAND INFORMATION	
Municipal Address (if applicable): <u>842050 RGE RD 235 MD of Northern Lights</u>	
Legal description (if applicable): Registered Plan: _____ Block _____ Lot (parcel): _____	
QTR/LS <u>NE</u> Section <u>18</u> Township: <u>84</u> Range <u>23</u> Meridian <u>5</u>	
Size of the Parcel to be developed <u>9.09</u> <input checked="" type="checkbox"/> Acres or <input type="checkbox"/> Hectares	
Description of the existing use of the land <u>Partially built shop with living quarters on North side (Living quarters unfinished)</u>	
Proposed Development: <u>Shop building - Mobile home with basement, addition, and deck. (Living quarters in shop building not to be developed)</u>	
Circle any proposed uses(s): <input type="checkbox"/> SIGN(S) <input type="checkbox"/> CULVERT(S)/ ROAD ACCESS POINT(S) <input type="checkbox"/> PUBLIC USE(S)/ UTILITIES <input checked="" type="checkbox"/> DWELLING UNIT(S) <input type="checkbox"/> ACCESSORY STRUCTURE(S)/ USE(S) <input type="checkbox"/> SHED/GARAGE/BARN(S) <input type="checkbox"/> HOME BASED BUSINESS <input type="checkbox"/> COMMERCIAL OR INDUSTRIAL STRUCTURE(S)/ USES(S) <input type="checkbox"/> OTHER (SPECIFY)	
Estimated:	Date of Commencement: <u>MAY 2025</u> Date of Completion: <u>DEC. 2025</u> Value of Construction: <u>\$100,000</u>

04.a) i)



# PROPOSAL INFORMATION

DEVELOPMENT IS: ☒ NEW ☐ EXISTING ☐ ALTERATION TO EXISTING

LAND IS ADJACENT TO: ☐ PRIMARY HIGHWAY ☒ LOCAL ROAD ☐ INTERNAL SUBDIVISION ROAD ☐ OTHER

LOT AREA: 396000 Ft<sup>2</sup> LOT WIDTH: 1200 Ft LOT LENGTH: 330 Ft PERCENTAGE OF LOT OCCUPIED: 1.12%

PRINCIPAL BUILDING SETBACK: FRONT 214 Ft REAR 70 Ft SIDES 229.5 894.5 HEIGHT 14 Ft.

ACCESSORY BUILDING SETBACK: FRONT 229 Ft REAR 52 Ft. SIDES 810 Ft. 345 Ft. HEIGHT 22 Ft.

## ADDITIONAL INFORMATION INCLUDED

☒ SITE PLAN ☐ FLOOR PLAN ☐ LAND TITLE ☒ ABANDONED OIL WELL DECLARATION SIGNED

☐ ALBERTA NEW HOME WARRANTY / OR PROOF OF EXEMPTION ☐ DISTANCE TO ROAD / HIGHWAY 214 Ft.

## ADDITIONAL INFORMATION AS REQUIRED:

☐ ELEVATIONS ☐ SOIL TESTS ☐ HOURS OF OPERATION \_\_\_\_\_

☐ NUMBER OF DWELLING UNITS 1 ☐ NUMBER OF EMPLOYEES \_\_\_\_\_

☐ PROPOSED BUSINESS ACTIVITIES \_\_\_\_\_

☐ LANDOWNER LETTER OF AUTHORIZATION ☐ ADJACENT LANDOWNER LETTERS OF SUPPORT

## MANUFACTURED HOME (MOBILE HOME)

SERIAL NUMBER: 11020 YEAR BUILT: 2007 SIZE: WIDTH 22 Ft. LENGTH 76 Ft.

## DECLARATION

I/WE HEREBY AUTHORIZE REPRESENTATIVES OF THE COUNTY TO ENTER MY/OUR LAND FOR THE PURPOSE OF CONDUCTING A SITE INSPECTION IN CONNECTION WITH THIS APPLICATION

I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT

## NOTE:

Signature of Registered Landowner required if different from Applicant

Date Feb 15, 2025 SIGNATURE OF APPLICANT [Signature]

Date \_\_\_\_\_ SIGNATURE OF REGISTERED LANDOWNER / LEASEHOLDER

## FOR ADMINISTRATIVE USE

LAND USE DISTRICT: \_\_\_\_\_

FEE ENCLOSED: YES ☐ NO ☐ AMOUNT \$ 50.00 RECEIPT NO. 214612

DEFINED USE: \_\_\_\_\_

PERMITTED/DISCRETIONARY \_\_\_\_\_

VARIANCE: \_\_\_\_\_

04.a)i)



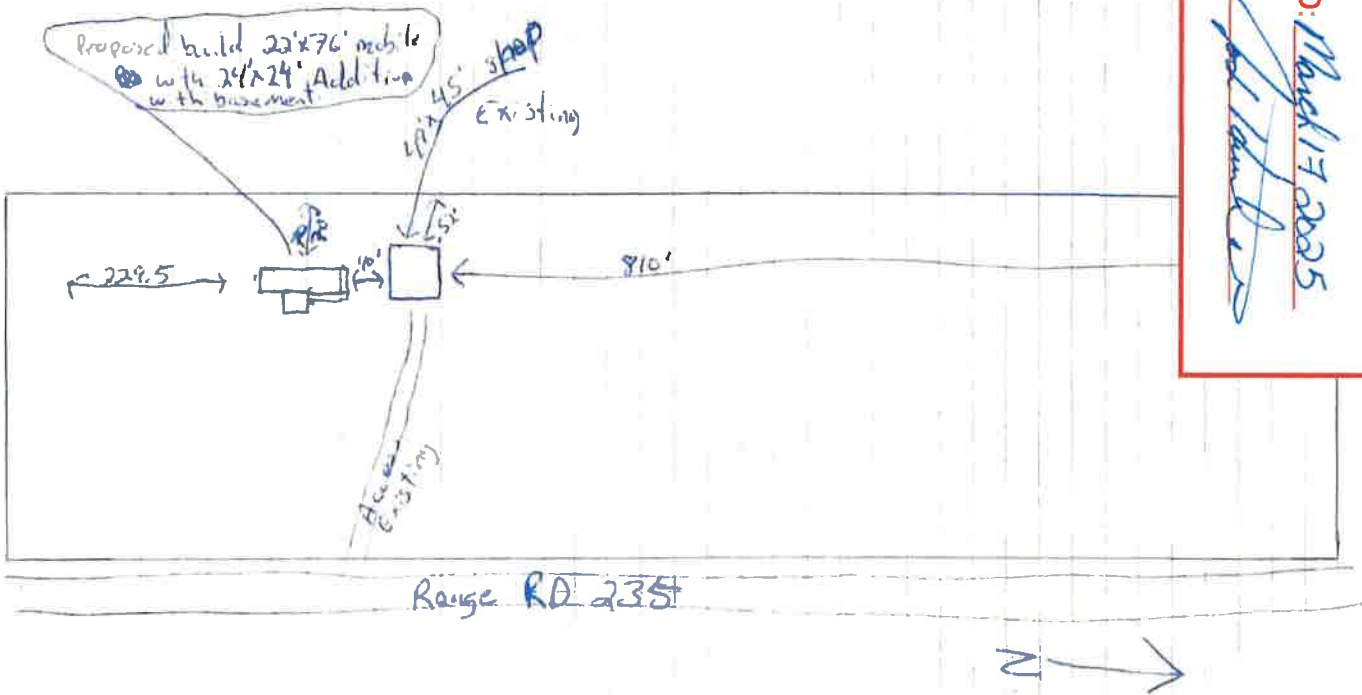
COUNTY OF NORTHERN LIGHTS

**APPROVED**

AS PER LETTER/CONDITIONS

DATED: March 17, 2025

PER: [Signature]



□ = 30 feet square

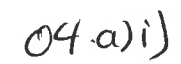
Site Plan for  
842050 RGE RD. 235 MO of Northern Lights

04.a)i)

04.a)i)

LEGAL NE  $\frac{1}{4}$  SEC 18 TWP 84 RG 23 W 5 M

- Sewer discharge 544 from north boundary  
 and 110 from west boundary  
 Distance from water supply to  
 house 15.6 m. 342  
 Distance from water well to house  
 in.





## APPLICANT STATEMENT REGARDING ABANDONED WELLS

In accordance with the Municipal Government Act Subdivision and Development Regulation

I, Jacob Bergen, registered owner (or  
(Please Print)

their agent) of \_\_\_\_\_, have consulted the Energy  
(Legal Land Description)

Resources Conservation Board (ERCB) Abandoned Well Map Viewer, and verified that **there are no abandoned wells** located the property subject to this application. A copy of the ERCB map showing the subject property is attached.

Jacob Bergen  
Signature of registered owner (or agent)

Feb. 15, 2025  
Date



## County of Northern Lights

# 600 7th Avenue NW, Box 10, Manning, AB T0H  
2M0 Phone: (780) 836-3348 Fax (780) 836-3663

### ADDITIONAL DEVELOPMENT INFORMATION

PLEASE INDICATE BELOW THE METHOD OF SEWAGE DISPOSAL AND TYPE OF DOMESTIC WATER SUPPLY TO BE USED IN RELATION TO YOUR DEVELOPMENT APPLICATION. PLEASE INDICATE ON THE SITE PLAN THE PROPOSED LOCATION AND DISTANCES OF YOUR WATER SUPPLY AND SEWAGE DISPOSAL FROM ALL PROPERTY LINES AND RESIDENCE.

#### TYPE OF DOMESTIC WATER SUPPLY (PLEASE CHECK)

- ☒ DUGOUT
- ☒ WELL
- ☐ CISTERN AND HAULING SERVICE
- ☐ COMMUNITY WELL/MUNICIPAL SERVICE
- ☐ OTHER (PLEASE SPECIFY)

#### TYPE OF DOMESTIC/COMMERCIAL SEWAGE DISPOSAL (PLEASE CHECK)

- ☒ OPEN DISCHARGE/APPROVED SEPTIC TANK
- ☐ SUB-SURFACE DISPOSAL/APPROVED SEPTIC TANK
- ☐ ABOVE GROUND MOUND/APPROVED SEPTIC TANK
- ☐ APPROVED SEWAGE LAGOON
- ☐ OUTDOOR PRIVY
- ☐ MUNICIPAL SERVICE
- ☐ OTHER (PLEASE SPECIFY)

PLEASE INDICATE IF THE ABOVE INFORMATION IS:

- (a) EXISTING
- (b) PROPOSED

#### FOR ADDITIONAL INFORMATION CONTACT:

MUNICIPAL AFFAIRS AND HOUSING, Public Safety Department  
PEACE RIVER, AB  
PHONE: 1-866-421-6929

04(a)ij



## Memorandum

Integrated Expertise. Locally Delivered.



7909 – 51 Avenue NW, Edmonton, AB T6E 5L9 T: 780.438.9000 F: 780.438.3700

To: **Reeve and Council – County of Northern Lights** Date: **March 25, 2025**  
Attention: **Mr. Gerhard Stickling, Chief Administrative Officer** Project No.: **16613**  
Cc: **David Schoor**  
Reference: **DP-25-07 Peace Country Fish & Game Association**  
From: **Gail Long**

### Application

The applicant proposes to develop a light structure to illuminate an existing trap shooting range located on SE19-84-22-W5M. The light structure consists of six lights mounted on a 12.1 m (40 ft) pole and is proposed to be used during trap shooting league play. The lights will illuminate in a northerly direction to project light onto the range.

The lighting was designed to the specifications of the Amateur Trap Association (ATA), which is North America's trap shooting governing body. The ATA requires dark sky compliance and to maintain compliance no light can be projected into the sky. Accordingly, all lights on the proposed light structure will be confined to the shooting range. The shooting range is surrounded by trees in all directions.

Trap shooting league play begins Wednesday evenings May 1 and continues into the fall, as long as the weather allows. The club has two weekend events, both held during the summer months. Current league play hours are from 7:00 p.m. to 11:00 p.m. As the daylight hours get shorter, the starting time is changed to 6:00 p.m. The club intends to continue their current practice of meeting only once per week. The proposed lighting will allow the hours to be maintained throughout the season without the necessity to adjust the starting time due to the shortening of daylight hours. The applicant has advised that the lighting will not be used outside of scheduled club events.

### Site and Surrounding Lands

The existing trap shooting range is located approximately 7.5 km northwest of the Peace River town limits and 5.6 km north of the Peace River airport. The proposed light structure will be located southeast portion of the quarter section.

The quarter section is designated Crown Land (CL) District and is listed as a Discretionary Use (Participant Recreation, Outdoor) in the Land Use Bylaw. Lands adjacent to the subject property are zoned Agriculture General (A), with two quarters located northwest and directly north being zoned CL District. A four parcel country residential subdivision (CR1 District) is located on the quarter to the southeast. The adjacent lands are either treed, under partial cultivation, or agricultural pastures. Only two residential dwellings are located near the proposed site, with the closest being approximately 1.0 km from the proposed light structure.

04. b) i j



The parcel is not located within the Grimshaw Gravels Aquifer, any historical value (HRV) classified designation, or a Key Wildlife Biodiversity Zone, and is partially within an environmentally sensitive wildlife area (Grizzly). Strong Creek touches the southwest border of the quarter. The Alberta Merged Wetland Inventory review shows swamp, marsh, and bog on the quarter section.

### Access and Servicing

The quarter section is accessed via Range Road 225, which is located east of the property and is classified as a residential road.

There is an ATCO overhead powerline located on the east side of Range Road 225 that provides power to the site. There are no wellsites, low or high pressure gas lines, county water lines, wells, sewer lines, or any record of spills or contamination within the quarter section.

### Compliance with Approved Plans and Land Use Compatibility

The proposed development was reviewed against the County's Municipal Development Plan and Land Use Bylaw and relevant Provincial legislation. The proposed light structure will be located approximately 290 m from the front property boundary and more than 180 m from the nearest side property boundary, which exceeds the setback distances required in the CL District.

### Circulation Comments

The application was circulated to affected agencies and adjacent landowners. Responses were received from Alberta Energy Regulator and Telus indicating they had no concerns. No concerns from adjacent landowners or any other referral agencies were received.

### Recommendation

It is recommended that this application for the location of a 12.1 m (40 ft) light structure on the SE19-84-22-W5M be **APPROVED** subject to the following conditions:

1. The development proceeds in accordance with the attached plans and site plan to reflect the proposed location on the SE 19-84-22-W5M.
2. The owner/developer shall comply with the uses and regulations of the Crown Land (CL) District.
3. The applicant/owner may be required to enter into a development agreement with the County, and may include upgrades to the existing approach(es). If upgrades are required, the applicant/owner shall consult with the County of Northern Lights Public Works Department to ensure the approaches are constructed in accordance with County standards.
4. The applicant/owner shall provide adequate water supply to meet domestic water supply demand.
5. The applicant shall provide a portable toilet on site and ensure all waste is emptied at an authorized waste disposal location.
6. 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.

04.611



## Memorandum

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7. The applicant/owner shall contact an accredited agency contracted by Municipal Affairs to obtain the following applicable permits and inspections, as required:
  - a. Building Permit
  - b. Electrical Permit
8. Additional development or construction is not allowed without an approved development permit from the County of Northern Lights.
9. The decision being posted on the County website and advertised in a local newspaper and no appeal against said decision being successful.

04.b)i)





## DEVELOPMENT PERMIT APPLICATION FORM A

"An Agriculture Based Community"

FOR ADMINISTRATIVE USE	
APPLICATION NO.	
DATE RECEIVED	
ROLL NO.	

County of Northern Lights, # 600, 7<sup>th</sup> Ave. NW Box 10, Manning, AB, T0H 2M0  
W: [www.countyofnorthernlights.com](http://www.countyofnorthernlights.com) | E: [development@countyofnorthernlights.com](mailto:development@countyofnorthernlights.com) | T: (780) 836-3348 | F: (780) 836-3663

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

- (a) application fee;
- (b) site plan sketch that includes all relevant detail to the proposed development (e.g.: proposed and existing structures, property lines, creeks/ravines, parking and vehicle access, building plans, etc.)

APPLICANT INFORMATION			COMPLETE IF DIFFERENT FROM APPLICANT		
NAME OF APPLICANT Peace Country Fish & Game Association			NAME OF REGISTERED OWNER		
ADDRESS Box 6147			ADDRESS		
Peace River AB					
POSTAL CODE T8S 1S1			POSTAL CODE		
EMAIL ADDRESS* pcfga1979@gmail.com			EMAIL ADDRESS*		
<b>*By supplying the County with an email address, you agree to receive correspondence by email.</b>					
PHONE (CELL) 780-625-5527	PHONE (RES)	PHONE (BUS)	PHONE (CELL)	PHONE (RES)	PHONE (BUS)

LAND INFORMATION	
Municipal Address (if applicable): _____	
Legal description (if applicable): Registered Plan: _____ Block: _____ Lot (parcel): _____	
QTR/LS: SE Section: 19 Township: 84 Range: 22 Meridian: W5M	
Size of the Parcel to be developed >160 <input checked="" type="checkbox"/> Acres or <input type="checkbox"/> Hectares	
Description of the existing use of the land: Gun & Archery Range	
Proposed Development: Adding a light pole and fixtures.	
Circle any proposed uses(s): <input type="checkbox"/> SIGN(S) <input type="checkbox"/> CULVERT(S)/ ROAD ACCESS POINT(S) <input type="checkbox"/> PUBLIC USE(S)/ UTILITIES <input type="checkbox"/> DWELLING UNIT(S) <input type="checkbox"/> ACCESSORY STRUCTURE(S)/ USE(S) <input type="checkbox"/> SHED/GARAGE/BARN(S) <input type="checkbox"/> HOME BASED BUSINESS <input type="checkbox"/> COMMERCIAL OR INDUSTRIAL STRUCTURE(S)/ USES(S) <input checked="" type="checkbox"/> OTHER (SPECIFY)	
Estimated:	Date of Commencement: 2/15/25
Date of Completion: 5/1/25	Value of Construction: \$ 23,000

04.b)i)

**PROPOSAL INFORMATION**DEVELOPMENT IS: ☐ NEW ☐ EXISTING ☒ ALTERATION TO EXISTINGLAND IS ADJACENT TO: ☐ PRIMARY HIGHWAY ☒ LOCAL ROAD ☐ INTERNAL SUBDIVISION ROAD ☐ OTHER

LOT AREA: \_\_\_\_\_ LOT WIDTH: \_\_\_\_\_ LOT LENGTH: \_\_\_\_\_ PERCENTAGE OF LOT OCCUPIED: \_\_\_\_\_%

PRINCIPAL BUILDING SETBACK: FRONT: \_\_\_\_\_ REAR: \_\_\_\_\_ SIDES: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ HEIGHT: \_\_\_\_\_

ACCESSORY BUILDING SETBACK: FRONT: \_\_\_\_\_ REAR: \_\_\_\_\_ SIDES: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_ HEIGHT: \_\_\_\_\_

**ADDITIONAL INFORMATION INCLUDED**☒ SITE PLAN ☐ FLOOR PLAN ☐ LAND TITLE ☐ ABANDONED OIL WELL DECLARATION SIGNED☐ ALBERTA NEW HOME WARRANTY / OR PROOF OF EXEMPTION ☐ DISTANCE TO ROAD / HIGHWAY: \_\_\_\_\_**ADDITIONAL INFORMATION AS REQUIRED:**☐ ELEVATIONS ☐ SOIL TESTS ☒ HOURS OF OPERATION 0700-2300☐ NUMBER OF DWELLING UNITS: \_\_\_\_\_ ☐ NUMBER OF EMPLOYEES: \_\_\_\_\_☒ PROPOSED BUSINESS ACTIVITIES Extension of amateur trapshooting season into the spring & fall months☐ LANDOWNER LETTER OF AUTHORIZATION ☐ ADJACENT LANDOWNER LETTERS OF SUPPORT**MANUFACTURED HOME (MOBILE HOME)**

SERIAL NUMBER: \_\_\_\_\_ YEAR BUILT: \_\_\_\_\_ SIZE: WIDTH \_\_\_\_\_ LENGTH \_\_\_\_\_

**DECLARATION**

I/WE HEREBY AUTHORIZE REPRESENTATIVES OF THE COUNTY TO ENTER MY/OUR LAND FOR THE PURPOSE OF CONDUCTING A SITE INSPECTION IN CONNECTION WITH THIS APPLICATION

I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT

**NOTE:**Signature of Registered  
Landowner required if different  
from Applicant

2/6/2025

Date

SIGNATURE OF APPLICANT

Date

SIGNATURE OF REGISTERED LANDOWNER / LEASEHOLDER

**FOR ADMINISTRATIVE USE**

LAND USE DISTRICT: \_\_\_\_\_

FEE ENCLOSED: YES ☐ NO ☐ AMOUNT: \$ \_\_\_\_\_ RECEIPT NO.: \_\_\_\_\_

DEFINED USE: \_\_\_\_\_

PERMITTED/DISCRETIONARY: \_\_\_\_\_

VARIANCE: \_\_\_\_\_

04.6511



# Peace Country Fish And Game Association Simulation Report

Luminaire Location	2p
Illuminance Caculation	3p
Rendering Image	7p

GigaTera  
beyond light



# Luminaire Location

**GigaTera**  
beyond light


**DESIGN BY :**

Optical Team , Researcher  
Park Gi Eun

**PROJECT :**

Peace Country  
Fish And Game Association

**FIELD TYPE :**

Trap Shooting

**LOCATION :**

AB T8S 1S1 , Canada

**DATE :**

2024-02-22

**REVISION :**

REV	DATE	DESCRIPTION
1	2024-02-22	FIRST WORK

**UNIT :**

DIMENSION	Feet
ILLUMINANCE VALUE	Footcandles

**SUMMARY :**

REFLECTANCE	20%
CALCULATION GRID	10' x 10'
MINTENANCE FACTOR	0.9

**REQUIREMENTS :**

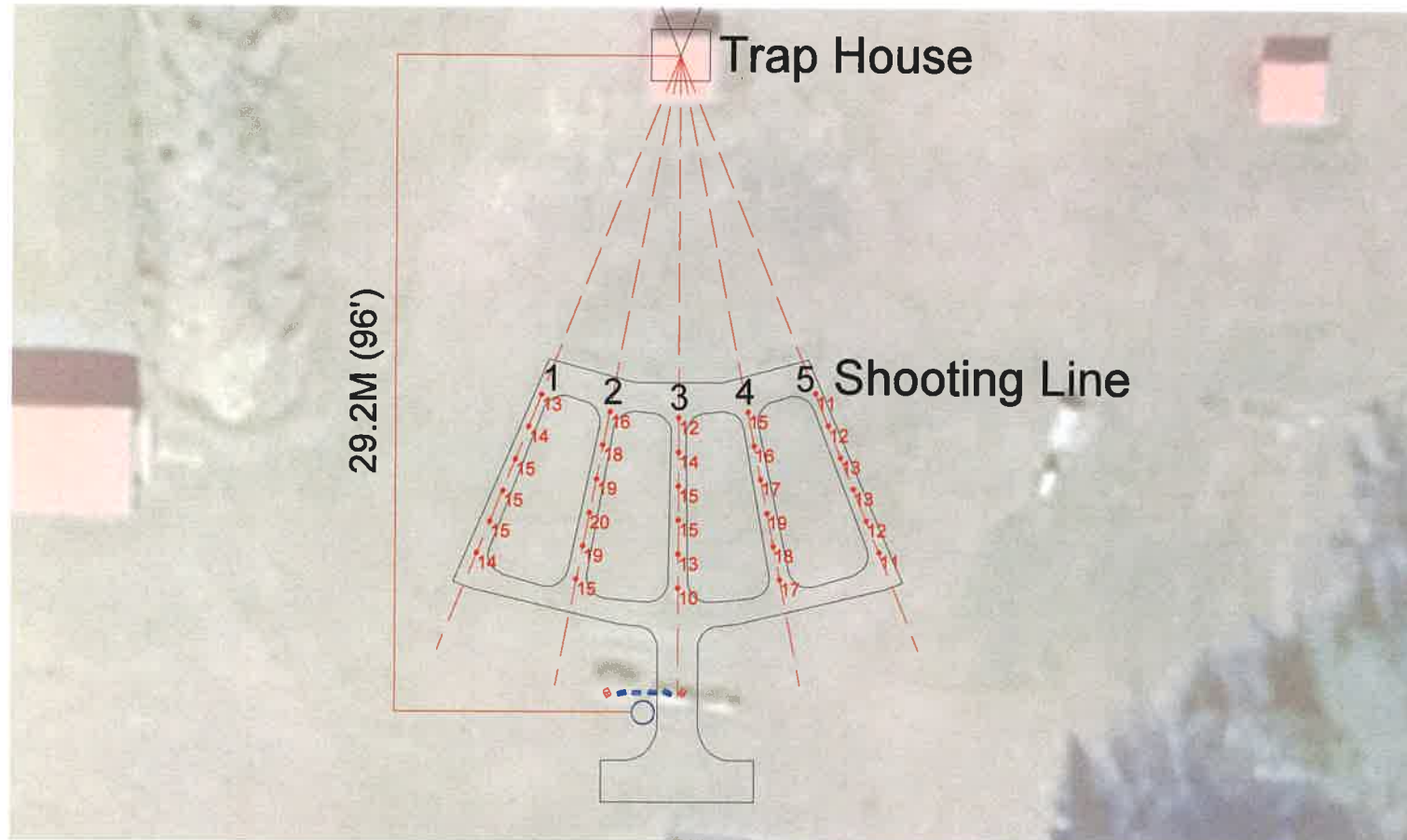
MOUNT HEIGHT	40'
ILLUMINANCE	5 ~ 20 fc
UNIFORMITY	2.5:1
COLOR TEMPERATURE	5000 K
COLOR RENDERING	70 CRI

**NOTE :**
**Luminaire Schedule**

Symbol	Label	Qty	Watts	Lumens	LLF	Description
	SFX600-H50A307	4	600.2	81394	0.900	SUFA-X , 600W , 30D(A)
	SFX200-H50S457	2	200	27072	0.900	SUFA-X , 200W , 45D(S)

# Illuminance Caculation - Shooting Line

**GigaTera**  
beyond light



**DESIGN BY :**  
Optical Team , Researcher  
Park Gi Eun

**PROJECT :**  
Peace Country  
Fish And Game Association

**FIELD TYPE :**  
Trap Shooting

**LOCATION :**  
AB T8S 1S1 , Canada

**DATE :**  
2024-02-22

## REVISION :

REV	DATE	DESCRIPTION
1	2024-02-22	FIRST WORK

## UNIT :

DIMENSION	Feet
ILLUMINANCE VALUE	Footcandles

## SUMMARY :

REFLECTANCE	20%
CALCULATION GRID	10' x 10'
MINTENANCE FACTOR	0.9

## REQUIREMENTS :

MOUNT HEIGHT	40'
ILLUMINANCE	5 - 20 fc
UNIFORMITY	2.5:1
COLOR TEMPERATURE	5000 K
COLOR RENDERING	70 CRI

## NOTE :

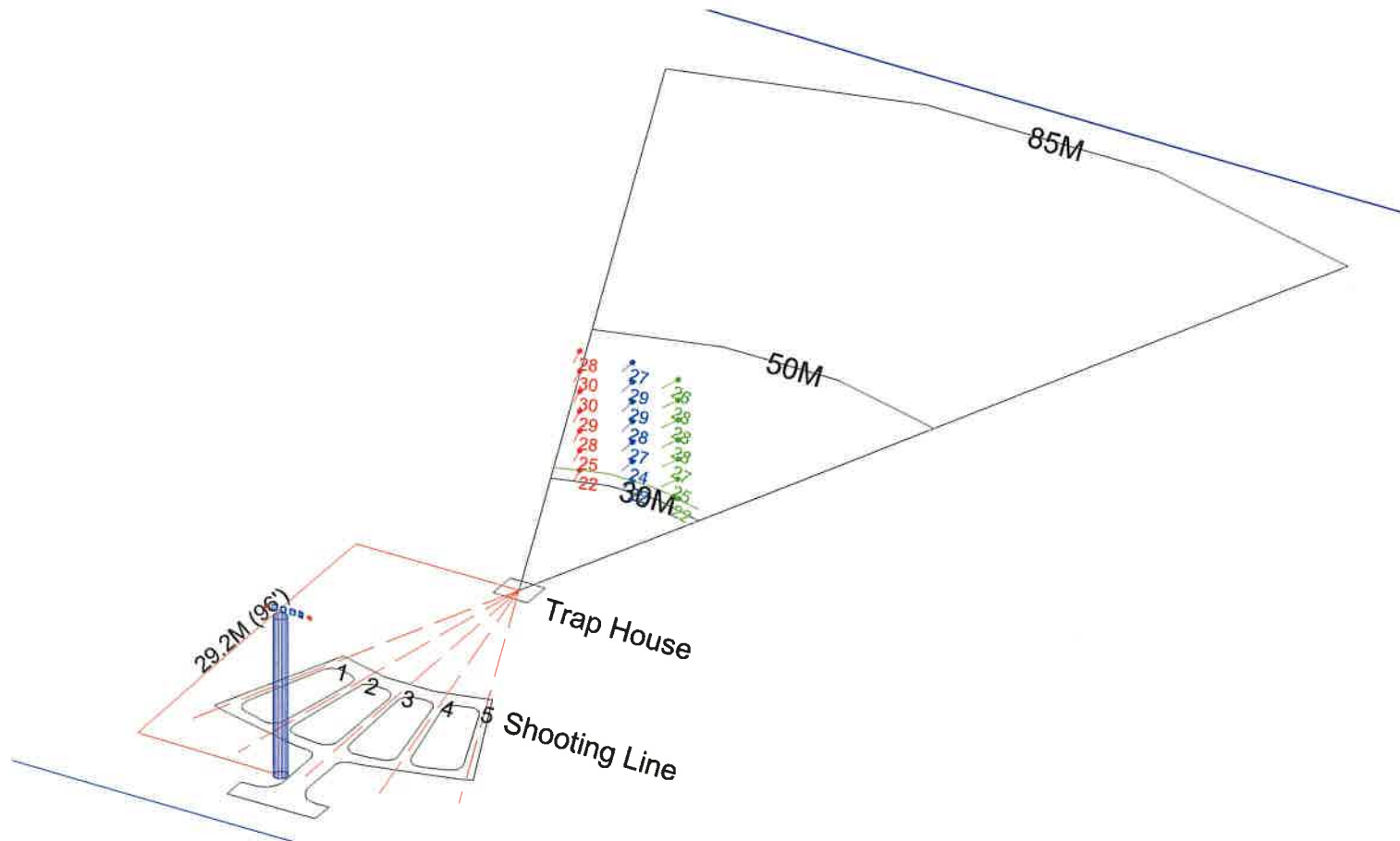
Measurement Height : 1M

## Calculation Summary

Label	Units	Avg	Max	Min	Avg/Min	Max/Min
1_3M_Horizontal_Shooting Line	Fc	14.87	20	10	1.49	2.00

04.01)

# Illuminance Calculation - 30M (from Shooting Line)



Measurement Height : 1M to 10M

Calculation Summary						
Label	Units	Avg	Max	Min	Avg/Min	Max/Min
2_10M_Vertical_30M_III_Seg1	Fc	27.43	30	22	1.25	1.36
2_10M_Vertical_30M_III_Seg2	Fc	26.57	29	22	1.21	1.32
2_10M_Vertical_30M_III_Seg3	Fc	26.29	28	22	1.20	1.27

- 4 -

**GigaTera**  
beyond light

**DESIGN BY :**  
Optical Team , Researcher  
Park Gi Eun

**PROJECT :**  
Peace Country  
Fish And Game Association

**FIELD TYPE :**  
Trap Shooting

**LOCATION :**  
AB T8S 1S1 , Canada

**DATE :**  
2024-02-22

**REVISION :**

REV	DATE	DESCRIPTION
1	2024-02-22	FIRST WORK

**UNIT :**

DIMENSION	Feet
ILLUMINANCE VALUE	Footcandles

**SUMMARY :**

REFLECTANCE	20%
CALCULATION GRID	10' x 10'
MINTENANCE FACTOR	0.8

**REQUIREMENTS :**

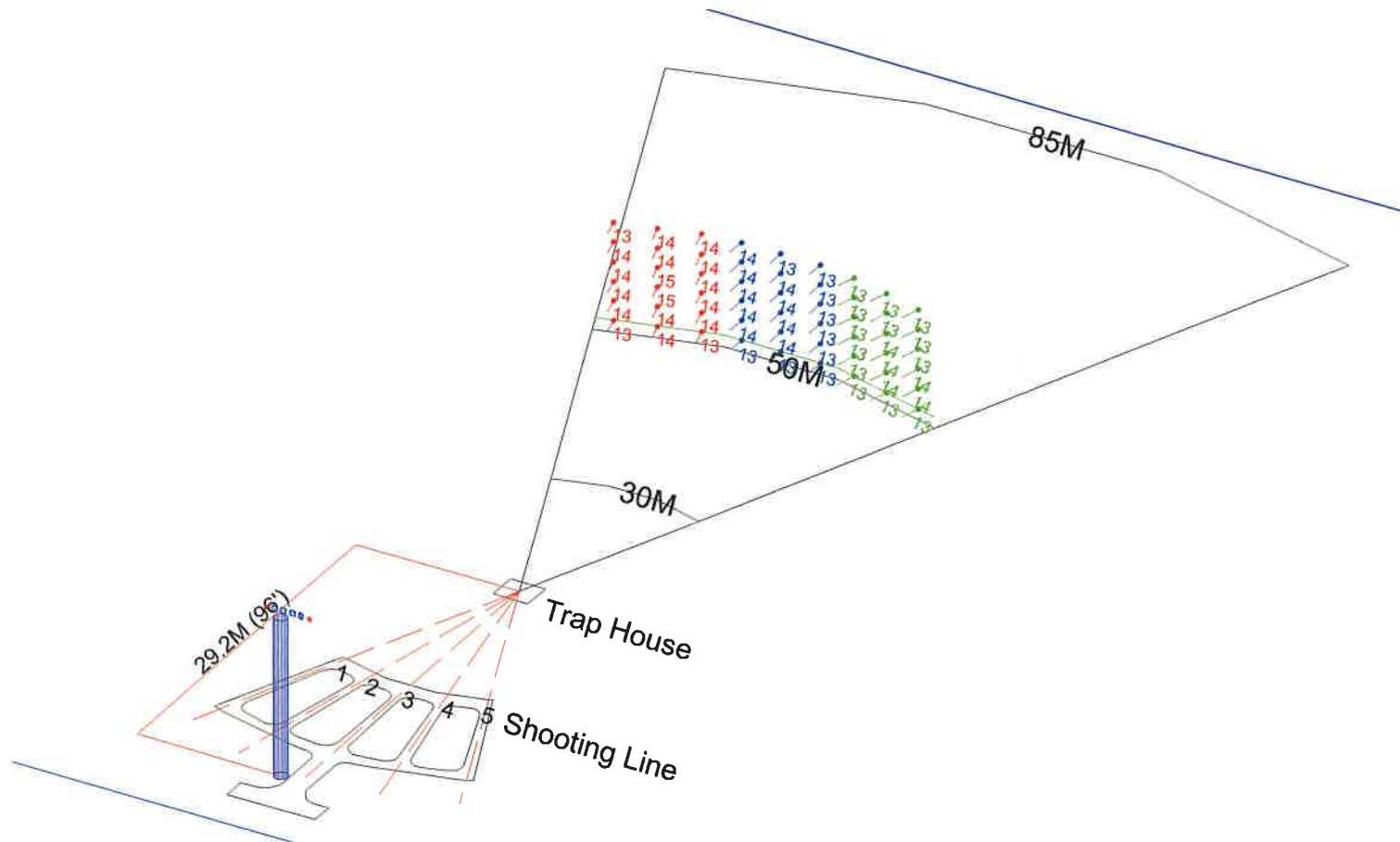
MOUNT HEIGHT	40'
ILLUMINANCE	5 ~ 20 fc
UNIFORMITY	2.5:1
COLOR TEMPERATURE	5000 K
COLOR RENDERING	70 CRI

**NOTE :**

04.b)i)



# Illuminance Caculation - 50M (from Shooting Line)



Measurement Height : 1M to 8M

Calculation Summary

Label	Units	Avg	Max	Min	Avg/Min	Max/Min
3_8M_Vertical_50M_Ill_Seg1	Fc	13.94	15	13	1.07	1.15
3_8M_Vertical_50M_Ill_Seg2	Fc	13.50	14	13	1.04	1.08
3_8M_Vertical_50M_Ill_Seg3	Fc	13.28	14	13	1.02	1.08

- 5 -

**GigaTera**  
beyond light

**DESIGN BY :**  
Optical Team , Researcher  
Park Gi Eun

**PROJECT :**  
Peace Country  
Fish And Game Association

**FIELD TYPE :**  
Trap Shooting

**LOCATION :**  
AB T8S 1S1 , Canada

**DATE :**  
2024-02-22

**REVISION :**

REV	DATE	DESCRIPTION
1	2024-02-22	FIRST WORK

**UNIT :**

DIMENSION	Feet
ILLUMINANCE VALUE	Footcandles

**SUMMARY :**

REFLECTANCE	20%
CALCULATION GRID	10' x 10'
MINTENANCE FACTOR	0.9

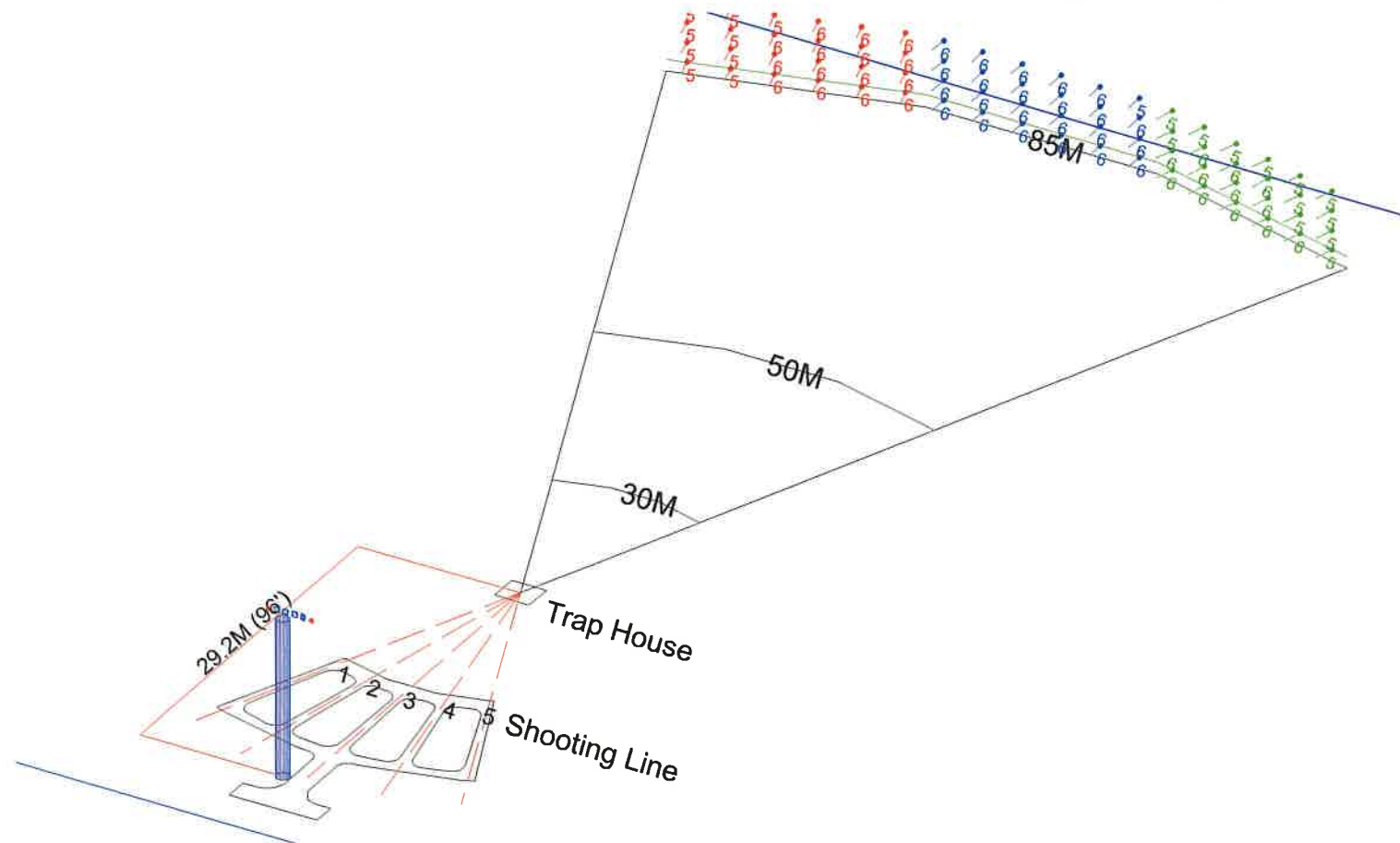
**REQUIREMENTS :**

MOUNT HEIGHT	40'
ILLUMINANCE	5 ~ 20 fc
UNIFORMITY	2.5:1
COLOR TEMPERATURE	5000 K
COLOR RENDERING	70 CRI

**NOTE :**

04 B1

# Illuminance Calculation - 85M (from Shooting Line)



Measurement Height : 1M to 6M

Calculation Summary

Label	Units	Avg	Max	Min	Avg/Min	Max/Min
4_6M_Vertical_85M_Ill_Seg1	Fc	5.63	6	5	1.13	1.20
4_6M_Vertical_85M_Ill_Seg2	Fc	5.96	6	5	1.19	1.20
4_6M_Vertical_85M_Ill_Seg3	Fc	5.50	6	5	1.10	1.20

- 6 -

**GigaTera**  
beyond light

**DESIGN BY :**  
Optical Team , Researcher  
Park Gi Eun

**PROJECT :**  
Peace Country  
Fish And Game Association

**FIELD TYPE :**  
Trap Shooting

**LOCATION :**  
AB T8S 1S1 , Canada

**DATE :**  
2024-02-22

**REVISION :**

REV	DATE	DESCRIPTION
1	2024-02-22	FIRST WORK

**UNIT :**

DIMENSION	Feet
ILLUMINANCE VALUE	Footcandles

**SUMMARY :**

REFLECTANCE	20%
CALCULATION GRID	10' x 10'
MINTENANCE FACTOR	0.9

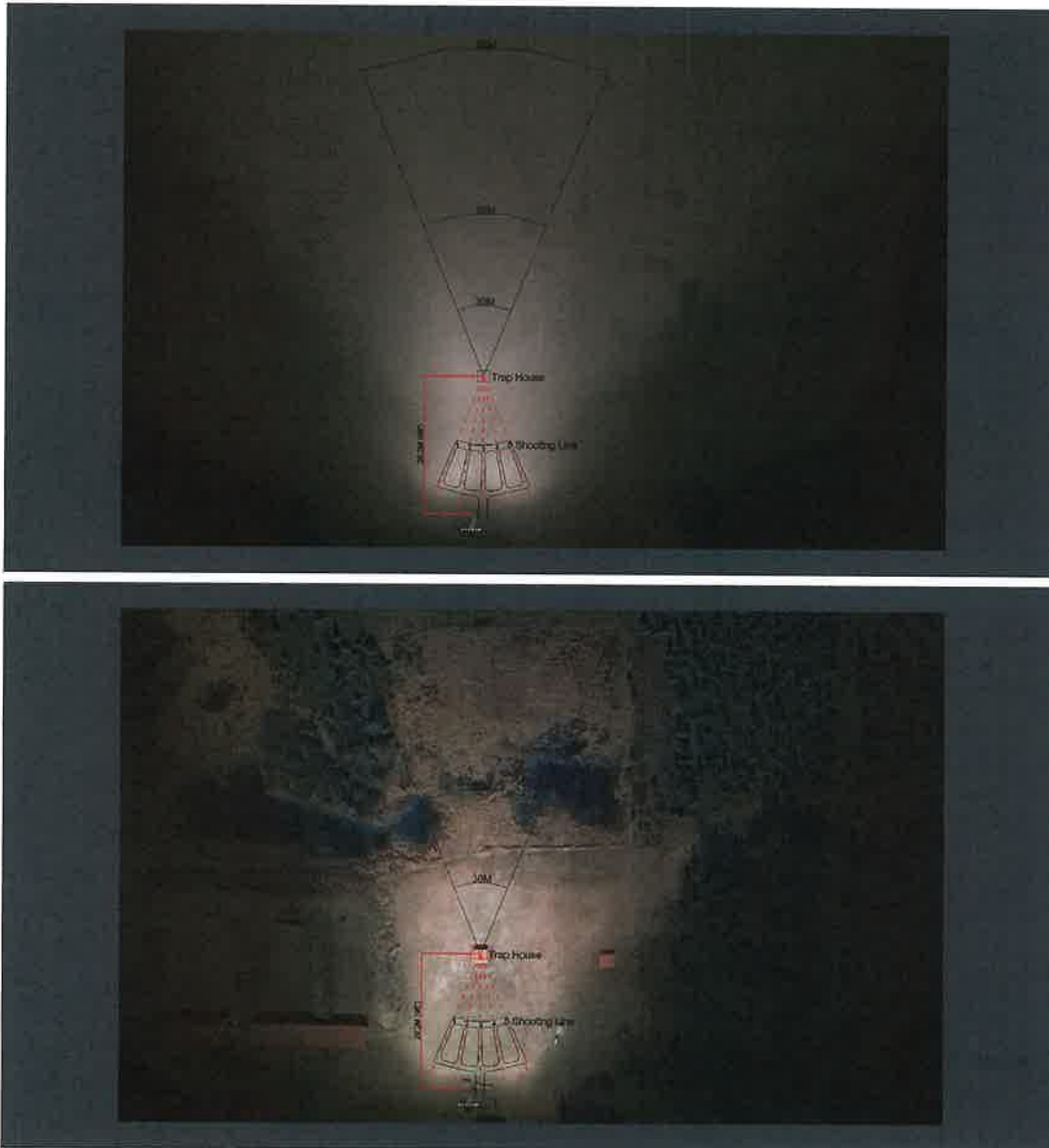
**REQUIREMENTS :**

MOUNT HEIGHT	40'
ILLUMINANCE	5 ~ 20 fc
UNIFORMITY	2.5:1
COLOR TEMPERATURE	5000 K
COLOR RENDERING	70 CRI

**NOTE :**

04 b 1

# Rendering Image



**GigaTera**  
beyond light

**DESIGN BY :**  
Optical Team , Researcher  
Park Gi Eun

**PROJECT :**  
Peace Country  
Fish And Game Association

**FIELD TYPE :**  
Trap Shooting

**LOCATION :**  
AB T8S 1S1 , Canada

**DATE :**  
2024-02-22

## REVISION :

REV	DATE	DESCRIPTION
1	2024-02-22	FIRST WORK

## UNIT :

DIMENSION	Feet
ILLUMINANCE VALUE	Footcandles

## SUMMARY :

REFLECTANCE	20%
CALCULATION GRID	10' x 10'
MINTENANCE FACTOR	0.9

## REQUIREMENTS :

MOUNT HEIGHT	40'
ILLUMINANCE	5 ~ 20 fc
UNIFORMITY	2.5:1
COLOR TEMPERATURE	5000 K
COLOR RENDERING	70 CRI

## NOTE :



## APPLICANT STATEMENT REGARDING ABANDONED WELLS

In accordance with the Municipal Government Act Subdivision and Development Regulation

I, Peace Country Fish & Game Association, registered owner (or  
(Please Print)

their agent) of SE 19 84 22 W5M, have consulted the Energy  
(Legal Land Description)

Resources Conservation Board (ERCB) Abandoned Well Map Viewer, and verified that **there are no abandoned wells** located the property subject to this application. A copy of the ERCB map showing the subject property is attached.

J. D. G.  
Signature of registered owner (or agent)

5/1/25  
Date



COUNTY OF  
**Northern Lights**

#600, 7th Ave NW, PO Box 10, Manning AB T0H 2M0  
Phone 780-836-3348 Fax 780-836-3663  
Toll Free 1-888-525-3481

**Report No.**

*mPC*

**Agenda Item No.**

*04.C)i)*

<b>Subject:</b>	Green Municipal Fund
<b>Agenda Date:</b>	March 25, 2025
<b>Attachments:</b>	ISL - Green Municipal Fund (GMF) – Climate Ready Plans and Processes grant opportunity

**INFORMATION**

The GMF is a Canada-wide program of the Federation of Canadian Municipalities (FCM) and funded by the Government of Canada. The program is designed to support and promote resiliency in local communities by providing grants, loans, innovative financing, leveraged investments, capacity building, and strategic support. The GMF recently introduced a new grant under its adaptation funding stream, called Climate-Ready Plans and Processes.

This grant supports local governments in developing climate risk assessments, climate adaptation plans, asset management plans, and incorporating a climate adaptation and resilience lens in planning and service delivery frameworks. These actions are critical for safeguarding infrastructure, protecting essential services, and promoting the wellbeing of residents when facing extreme weather events.

If ISL's application is successful, the GMF would reimburse up to \$5,000 for costs incurred while preparing the application, which they would kindly ask that the County transfer to ISL to compensate their team for their effort. If our application is unsuccessful, ISL would not charge the County for this effort.

See attached letter from ISL for more detail.

**OPTIONS**

1. Council approves ISL submitting the GMF application and council gives a letter of support for this.
2. Council acknowledges receipt of Report; and accept it for information.

**RECOMMENDATION**

It is recommended that:

1. Council approves ISL submitting the GMF application and council gives a letter of support for this.

**Prepared By:**

**Gerhard Stickling**  
CAO

*04.C)i)*



February 28, 2025  
Our Reference: 92901

**County of Northern Lights**  
Box 10, 600 – 7 Avenue NW  
Manning AB T0H 2M0

Attention: Gerhard Stickling, Chief Administrative Officer

Dear Gerhard:

**Reference: Green Municipal Fund – Climate Ready Plans and Processes grant opportunity**

We appreciate the County of Northern Lights' receptivity to discussing long-term resilience and adaptability. Based on our recent conversations, we present a grant offered through the *Green Municipal Fund* (GMF) that could support the County in proactively planning for climate-related challenges, while unlocking additional funding for planning, asset management, and capital infrastructure initiatives in the future.

#### About the Green Municipal Fund

The GMF is a Canada-wide program of the Federation of Canadian Municipalities (FCM) and funded by the Government of Canada. The program is designed to support and promote resiliency in local communities by providing grants, loans, innovative financing, leveraged investments, capacity building, and strategic support. The GMF recently introduced a new grant under its adaptation funding stream, called ***Climate-Ready Plans and Processes***.

This grant supports local governments in developing climate risk assessments, climate adaptation plans, asset management plans, and incorporating a climate adaptation and resilience lens in planning and service delivery frameworks. These actions are critical for safeguarding infrastructure, protecting essential services, and promoting the wellbeing of residents when facing extreme weather events.

#### Funding Details

For the County, the ***Climate-Ready Plans and Processes*** grant would automatically cover 80% of eligible project costs, up to \$70,000. However, there are additional incentives<sup>1</sup> that include:

- 95% covered eligible costs if the project incorporates meaningful reconciliation, anti-racism, equity, or inclusion.
- 100% covered eligible costs if the County collaborates with another municipality or Indigenous community

This grant covers a variety of projects, including the development of climate adaptation plans, climate-focused asset management strategies, community-wide climate risk assessments, and capacity-building initiatives. Communities that don't have a local climate risk assessment are strongly encouraged to start there.

<sup>1</sup> GMF will determine eligibility for these additional incentives at the time of evaluation of submissions. Please note that the \$70,000 cap would be maintained, even if the County was eligible for these incentives.

04.c)1)



- If our application is unsuccessful, ISL would not charge the County for this effort.

If you have any questions, our team, including Nathalia Schwind and Chelsey Rudolph, would be happy to provide further details. We would also be happy to present this information to Council.

Please let us know how you would like to proceed, and if you would be interested in pursuing any of the additional incentives described above. Given the timeline for the next Climate Ready Plans and Processes funding intake, we recommend a presentation to Council on March 11 or March 25, followed by a prompt decision to allow for adequate preparation of the grant application.

We look forward to working together on this exciting opportunity.

Sincerely,

A handwritten signature in blue ink, appearing to read 'DSchoor', with a long horizontal flourish extending to the right.

**David Schoor, MCP, RPP, MCIP** | *Senior Planner*