



Subdivision Authority

Agenda

Council Chamber, Leduc County Centre, Nisku, AB

Tuesday, August 19, 2025

1. Order – 1:30 p.m.

2. Adoption of agenda

3. Adoption of previous minutes

Subdivision Authority Minutes – July 15, 2025

✓

4. Subdivision applications

1. SD24-0071 – Dan & Susan Senft – NW 7-48-23 W4 – Roll 337000

✓

2. SD25-0027 – Baldish, Rashpal and Sahib, Pannu – NW 22-48-23 W4 – Roll 296000

✓

3. SD25-0029 – Velocity Geomatics Inc. on behalf of Garry & Caroline Walters – SE 34-48-25 W4 – Roll 1272000

✓

4. SD25-0031 – Robert & Leanne Tessier – NW 28-48-2 W5 – Roll 3086010

✓

5. SD25-0034 – Brian & Carol Gross – SE 3-50-23 W4 – Roll 609000

✓

5. Adjournment

Delegated Authority Decisions: July - 6

✓ Attachment provided



**Subdivision Authority
Minutes**

*Council Chamber, Leduc County Centre, Nisku, AB
Tuesday, August 19, 2025*

Order and roll call

The meeting was called to order at 1:30 p.m. on Tuesday August 19, 2025, by Chair Tanni Doblanko and committee members Dal Virdi, Rick Smith, Glenn Belozar and Ray Scobie were present.

Other attendees:

- Mr. Alan Grayston - Secretary of Subdivision Authority
- Mrs. Charlene Haverland – Manager, Development Services
- Mr. Sarmad Abbasi, Senior Planner, Development Services
- Mrs. Victoria Rigler – Planner, Development Services
- Mrs. Laurie Stoetzel- Recording Secretary

6 other individuals attended the meeting.

Agenda Adoption

24-25 Committee Member Glenn Belozar that the agenda for the August 19, 2025 Subdivision Authority Committee meeting be accepted.

CARRIED UNANIMOUSLY

Previous Minutes – Tuesday, July 15, 2025

25-25 Committee Member Dal Virdi that the July 15, 2025 Subdivision Authority Committee minutes be accepted as presented.

CARRIED UNANIMOUSLY

Proposed subdivision – Dan & Susan Senft – NW 7-48-23 W4 – Roll 337000

SD24-0071

Mr. Sarmad Abbasi, Senior Planner, Development Services, presented a revised staff report with respect to the application by the applicants Dan & Susan Senft. This application was previously referred out and originally proposed to subdivide four (4) parcels from a previously subdivided quarter section with a title area of 40.12 ha± (99.15 ac±). The Subdivision Authority deferred the decision on the original proposal and is now contemplating the subdivision of one 18.00 ha± (44.48 ac±) lot instead. Staff maintains the recommendation that this subdivision be refused.

DISCUSSION

The subject lands abut Range Road 240 to the west and Highway 616 to the north.

According to the Municipal Development Plan the subject lands are located within the Agricultural Area B, where policies are intended for a broad range of agriculture on large tracts of land. This area considers non-agricultural uses, but aims to minimize and maintain agriculture as the priority land use. Subdivisions in this area shall be limited to a physical severance, a farmstead subdivision, a residential subdivision, agricultural subdivision, or a lot line adjustment. The proposed 18 ha parcel does not meet any of types of allowed subdivisions.



In accordance with policy 4.3.1.9 of the MDP, there shall be no more than two subdivisions (three titled lots) per quarter section in Agricultural Area B. The current proposed parcel would result in the creation of the third titled lot and meet this policy, as the north eastern recreational parcel is exempt from consideration under the Municipal Government Act.

In response to the recirculation, Alberta Transportation has removed their requirement for a Traffic Impact Assessment, and state they have no concerns. There was one adjacent landowner objection received in response to the recirculation, full comments are attached to the report.

Chair Tanni Doblanko asked if there were any questions for administration.

Sarmad Abbasi advised that the Environmental Reserve Easement alleviates the adjacent landowner's concerns.

Chair Tanni Doblanko called upon the applicant to speak to the subdivision. Dan Senft approached and provided the following information:

- Adjacent landowner talked about environmentally sensitive land. There is crown land plus ERE for further protection. The 60m includes trees and the land is used for pasture.
- Regarding the lack of ground water, neighbors don't have a problem unless someone has put in a well.
- There are many roads that have dog legs and the county has not filled them in.
- Alberta Transportation is not interested in taking extra land for the highway.
- Oil & gas from the boat launch would be a concern. Farm land around the lake all slope down causing algae growth.
- The road is not paved; the field access is ok, but will pave it.
- Potential for future subdivision on the one large piece, the original application for 4 lots would allow for some agriculture, horses etc.

Chair Tanni Doblanko asked if there were any other questions for administration.

Sarmad Abbasi advised that accesses need to meet County standards and that Engineering will review.

Charlene Haverland advised that the County's design standards say one approach and that 2 would have to be removed. It would be up to the landowner to discuss with the County which one is to be removed in accordance to meet the design standards.

26-25 Committee Member Dal Viridi moved that the application to subdivide one 18.00 ha± (44.48 ac±) lot from a previously subdivided quarter section with a title area of 40.12 ha± (99.15 ac±) be **approved** with the following conditions:

1. Pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding taxes are to be paid or make arrangements with Leduc County for the payment thereof;
2. Pursuant to Part 3, Section 11 of the Matters Related to Subdivision and Development Regulation, the applicant/owner shall provide access to the newly created lots and access to the remnant lot. The applicant/owner shall apply for approval of locations of access and each approach shall be built to Leduc County standards;



3. Pursuant to Section 9(g) of the Matters Related to Subdivision & Development Regulation, the applicant/owner confirm that any existing sewage disposal system(s) on the subject property is/are in compliance with the *Private Sewage Disposal Systems Regulation* in force at the time of application. Should the existing system(s) not be in compliance, modifications to the existing system(s) or installation of new system(s) shall be required;
4. Pursuant to Part 3. Section 11 (b) of the Matters Related to Subdivision and Development Regulation, the applicant/owner shall provide a 10 meter right away by Caveat along the entire west parcel boundary of the subject lands, to the satisfaction of Leduc County;
5. Pursuant to Section 661 (a.1) of the Municipal Government Act, an environmental reserve easement shall be dedicated along the creek within the remnant parcel, to the satisfaction of Leduc County;
6. Pursuant to Section 655(3) of the Municipal Government Act, the Deferred Reserve Caveat in the amount of 4.012 ha± (9.915 ac±) shall be discharged;
7. Pursuant to Section 665(2) of the Municipal Government Act, Municipal Reserves in the amount of 4.012 ha± (9.915 ac±) be deferred against the title of the larger remnant lot;
8. The subdivision be registered pursuant to Alberta Land Titles requirements; and
9. Pursuant to Section 4.3.1.8 of the Municipal Development Plan the subdivision be revised as per Exhibit 1A, in the amount of 18.0 ha± (44.48 ac±).

CARRIED UNANIMOUSLY

The Subdivision Committee felt that: the Environment Reserve Easement protects any environmental concerns brought by the adjacent landowner; the original application has been scaled back and would not have a negative impact; Alberta Transportation's condition for a Traffic Impact Assessment has been waived;

**Proposed subdivision – Baldish Pannu, Rashpal Pannu and Sahib Pannu – NW 22-48-23 W4 –
Roll 296000**

SD25-0027

Mrs. Victoria Rigler, Planner, Development Services, presented a staff report with respect to the application by the applicants Baldish Pannu and Sahib Pannu. Pursuant to Section 654(1)(b) of the Municipal Government Act, staff recommends **refusal** to subdivide a 2.02 ha± (5 ac±) farmstead parcel from a previously subdivided quarter section with a title area of 37.34 ha± (92.27 ac±).

DISCUSSION

The subject lands abut Range Road 233 directly east and Township Road 484 is directly north. The quarter section has been previously subdivided into 4 parcels starting in the late 70's, with the last subdivision occurring in 2013.

According to the Municipal Development Plan the subject lands are located within the Agricultural Area A, where policies are intended for the provision of extensive field crops and confined feeding operations on large tracts of land. Non-agricultural use is discouraged in this area and subdivisions are to be limited for the purpose of conserving these lands. Subdivision in this area shall be limited to a physical severance, a farmstead



subdivision, a residential subdivision, or a lot line adjustment. The applicant is proposing one farmstead parcel to be subdivided.

In accordance with policy 4.3.1.7 of the Municipal Development Plan, there shall be no more than one subdivision (two titled lots) per quarter section in Agricultural Area A. The proposed subdivision would result in the creation of the 5th lot in this quarter section.

No adjacent landowner comments have been received regarding the proposed subdivision.

Chair Tanni Doblanko asked if there were any questions for administration.

Sarmad Abbasi advised that the lot is currently developed with a residence.

Chair Tanni Doblanko asked if there were any other questions for administration.

There were none.

27-25 Committee Member Dal Viridi moved that the application to subdivide a 2.02 ha± (5 ac±) farmstead parcel from a previously subdivided quarter section with a title area of 37.34 ha± (92.27 ac±) be approved with the following conditions:

1. Pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding taxes are to be paid or make arrangements with Leduc County for the payment thereof;
2. Pursuant to Section 11(a) of the Matters Related to Subdivision and Development Regulation, the applicant/owner shall provide access to each lot created. Approaches shall be constructed to Leduc County Development Standard;
3. Pursuant to Section 9(g) of the Matters Related to Subdivision & Development Regulation, the applicant/owner confirm that any existing sewage disposal system(s) on the subject property is/are in compliance with the *Private Sewage Disposal Systems Regulation* in force at the time of application. Should the existing system(s) not be in compliance, modifications to the existing system(s) or installation of new system(s) shall be required;
4. Pursuant to Section 655(3) of the Municipal Government Act, municipal reserve dedication by way of deferred reserve caveat in the amount of 6.43 ha (15.9 ac) shall be discharged and further deferred against the title of the larger remnant parcel;
5. The subdivision be registered pursuant to Alberta Land Titles requirements.

CARRIED UNANIMOUSLY

The Subdivision Authority Committee felt that since the parcel is already developed, no agricultural land would be taken out of production. There were no neighbor concerns.



**Proposed Subdivision – Velocity Geomatics Inc. on behalf of Garry & Caroline Walters –
SE 34-48-25 W4 – Roll 1272000**

SD25-0029

Mrs. Victoria Rigler, Planner, Development Services, presented a staff report with respect to the application by the applicant Michael Stewart (Velocity Geomatics Inc.) on behalf of Garry & Caroline Walters. Pursuant to Section 654(1)(b) of the Municipal Government Act, staff recommends **refusal** to subdivide a 2.02 ha± (5 ac±) farmstead parcel from a previously subdivided quarter section with a title area of 27.37 ha± (67.632 ac±).

DISCUSSION

The subject lands abut Range Road 252 directly west, approximately 0.8 km south of Township Road 490. The quarter section has been previously subdivided into 4 parcels, with the last subdivision occurring in 2008.

According to the Municipal Development Plan the subject lands are located within the Agricultural Area A, where policies are intended for the provision of extensive field crops and confined feeding operations on large tracts of land. Non-agricultural use is discouraged in this area and subdivisions are to be limited for the purpose of conserving these lands. Subdivision in this area shall be limited to a physical severance, a farmstead subdivision, a residential subdivision, or a lot line adjustment. The applicant is proposing one farmstead parcel to be subdivided.

In accordance with policy 4.3.1.7 of the Municipal Development Plan, there shall be no more than one subdivision (two titled lots) per quarter section in Agricultural Area A. The proposed subdivision would result in the creation of the 5th lot in this quarter section.

No adjacent landowner comments have been received regarding the proposed subdivision.

Chair Tanni Doblanko asked if there were any questions for administration.

Sarmad Abbasi advised that municipal reserves were deferred by caveat from a previous subdivision.

Chair Tanni Doblanko called upon the applicant to speak to the subdivision. Michael Stewart approached and provided the following information:

- Time was spent on designing the parcel size; the setback requirements will be met.
- Private sewage disposal for a mound or field system.
- 19m for road access.
- Property was purchased in 2014. House is original and the shop is new.
- Owners will continue to reside on the property.

Chair Tanni Doblanko asked if there were any other questions for administration.

There were none.

28-25 Committee Member Rick Smith moved that the application to subdivide a 2.02 ha± (5 ac±) farmstead parcel from a previously subdivided quarter section with a title area of 27.37 ha± (67.632 ac±) be approved with the following conditions:



1. Pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding taxes are to be paid or make arrangements with Leduc County for the payment thereof;
2. Pursuant to Part 3, Section 11 of the Matters Related to Subdivision and Development Regulation, the applicant/owner shall provide access to the newly created lot and access to the remnant lot. The applicant/owner shall apply for approval of locations of access and each approach shall be built to Leduc County standards;
3. Pursuant to Section 9(g) of the Matters Related to Subdivision & Development Regulation, the applicant/owner confirm that any existing sewage disposal system(s) on the subject property is/are in compliance with the *Private Sewage Disposal Systems Regulation* in force at the time of application. Should the existing system(s) not be in compliance, modifications to the existing system(s) or installation of new system(s) shall be required;
4. Pursuant to Section 655(3) of the Municipal Government Act, municipal reserve dedication by way of deferred reserve caveat in the amount of 6.47 ha (16 ac) shall be discharged and further deferred against the title of the larger remnant parcel; and
5. The subdivision be registered pursuant to Alberta Land Titles requirements.

CARRIED UNANIMOUSLY

The Subdivision Authority Committee felt that the current residence is still functioning.

Proposed Subdivision – Robert & Leanne Tessier – NW 28-48-2 W5 – Roll 3086010

SD25-0031

Mrs. Victoria Rigler, Planner, Development Services, presented a staff report with respect to the application by the applicants Robert & Leanne Tessier. Pursuant to Section 654(1)(b) of the Municipal Government Act, staff recommends **refusal** to subdivide a 2.02 ha± (5 ac±) parcel from a previously subdivided quarter section proposing to create the 4th parcel out of the quarter section.

DISCUSSION

The subject lands are located directly east off Range Road 24, approximately 1.5 km north of Township Road 484 and 1.6 km south of highway 39. The quarter section has been previously subdivided into 3 parcels starting in 1999, with the last subdivision occurring in 2020.

According to the Municipal Development Plan (MDP), the subject lands are located within the Agricultural Area B, where policies are intended for the provision of a broad range of agriculture on large tracts of land. Non-agricultural use and subdivision may be considered but should be minimized to maintain agriculture as the priority land use; prevent land use conflicts; and avoid unduly encumbering or hindering existing and future agricultural operations in the area. The applicant is proposing one farmstead parcel.

In accordance with MDP policies, there shall be no more than two subdivisions (three titled lots) per quarter section in Agricultural Area B. The proposed subdivision would result in the creation of the 4th lot in this quarter section and the second farmstead.



There are also wetlands throughout both the remnant and proposed parcels, and a creek running through the proposed parcel.

No adjacent landowner comments have been received regarding the proposed subdivision.

Chair Tanni Doblanko asked if there were any questions for administration.

There were none.

Chair Tanni Doblanko called upon the applicant to speak to the subdivision. Robert Tessier approached and provided the following information:

- Purchased from present landowner in 2024.
- Not taking any agriculture land out of production
- Original house burned down in 2024, there are barns, garage and machine shed.
- Approach is older but fully functional.
- Son will be the owner, and will build new residence for his young family.
- Will continue to farm remaining farm land.
- Cow sheds and granaries on the property.

Chair Tanni Doblanko asked if there were any other questions for administration.

Charlene Haverland advised that a condition, if approved would be the accesses are built to County standards.

29-25 Committee Member Glenn Belozor moved that the application to subdivide a 2.02 ha± (5 ac±) farmstead parcel from a previously subdivided quarter section proposing to create the 4th parcel out of the quarter section be approved with the following conditions:

1. Pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding taxes are to be paid or make arrangements with Leduc County for the payment thereof;
2. Pursuant to Part 3, Section 11 of the Matters Related to Subdivision and Development Regulation, the applicant/owner shall provide access to the newly created lot and access to the remnant lot. The applicant/owner shall apply for approval of locations of access and each approach shall be built to Leduc County standards;
3. Pursuant to Section 9(g) of the Matters Related to Subdivision & Development Regulation, the applicant/owner confirm that any existing sewage disposal system(s) on the subject property is/are in compliance with the *Private Sewage Disposal Systems Regulation* in force at the time of application. Should the existing system(s) not be in compliance, modifications to the existing system(s) or installation of new system(s) shall be required;
4. Pursuant to Section 666(1)(b) of the Municipal Government Act, the applicant/owner shall provide Municipal Reserves in the amount of ten percent of the title area to be registered on the remnant lands by way of a deferred reserve caveat;
5. The subdivision be registered pursuant to Alberta Land Titles requirements.

CARRIED UNANIMOUSLY



The Subdivision Authority Committee felt that young families will build a residence and that no farm land will be taken out of production.

Proposed Subdivision – Brian & Carol Gross – SE 3-50-23 W4 – Roll 609000

SD25-0034

Mr. Sarmad Abbasi, Senior Planner, Development Services, presented a staff report with respect to the application by the applicants Brian & Carol Gross. Pursuant to Section 654(1)(b) of the Municipal Government Act, staff recommends **refusal** to subdivide a 15.75 ha± (38.93 ac±) parcel from an unsubdivided quarter section with a title area of 64.75 ha± (160.00 ac±).

DISCUSSION

The subject lands abut Township Road 500 to the south, and Range Road 232 to the east. The quarter section is designated Country Residential area as identified in the Leduc County Municipal Development Plan (MDP) and the Land Use Bylaw (LUB). The subject lands fall within the Southern Country Residential Area Structure Plan (SCRASP).

MDP policy 4.5.1.2 requires the provision of an Outline plan prior to subdivision in the Country Residential area. An exception can be made for the first subdivision out of the quarter section. However, the parcel must be limited to the size required to accommodate a residence and buildings accessory to residential use, and meet the size requirements of the Land Use Bylaw. The proposed subdivision can be accommodated within 18 acres, however it cannot meet the 9.88 ac maximum size restriction for county residential. Additionally, approval of the proposed subdivision may impede future conversion of the land to future country residential lots. The development of a concept plan in SCRASP outlines a road network that passes through where the 40 acre parcel is proposed.

Without the submission of an Outline plan, administration cannot confirm whether the proposed subdivision is comprehensively designed with consideration for servicing, design, environment, and the surrounding agricultural land. Additionally, the scale of the proposed subdivision may limit future subdivision potential for both the quarter section and the adjacent lands.

There were no adjacent landowner submissions received for the proposed subdivision.

Chair Tanni Doblanko asked if there were any questions for administration.

Sarmad Abbasi advised that the Area Structure Plan is still valid. Country Residential district allows for county residential subdivisions but it's the parcel size that is an issue. A schematic was done to see what could be done as per MDP & LUB.

Chair Tanni Doblanko called upon the applicant to speak to the subdivision. Brian Gross approached and provided the following information:

- He is the 3RD generation on the farm.
- Has 4 daughters and would like to keep the property in the family.
- One daughter is interested in living on the parcel and would like to garden etc.
- Would like to keep the parcel size of 40 ac.
- Will farm the remnant parcel.

Chair Tanni Doblanko asked if there were any other questions for administration.

There were none.

30-25 Committee Chair Tanni Doblanko moved that the application to subdivide a 15.75 ha± (38.93 ac±) parcel from an unsubdivided quarter section with a title area of 64.75 ha± (160.00 ac±) be refused as recommended by administration.

Pro: Committee Chair Tanni Doblanko

Con: Committee Members Dal Verdi, Ray Scobie, Rick Smith and Glenn Belozar

LOST

31-25 Committee Member Rick Smith moved that the application to subdivide a 15.75 ha± (38.93 ac±) parcel from an unsubdivided quarter section with a title area of 64.75 ha± (160.00 ac±) be approved with the following conditions:

1. Pursuant to Section 654(1)(d) of the Municipal Government Act, all outstanding taxes are to be paid or make arrangements with Leduc County for the payment thereof;
2. Pursuant to Part 3, Section 11 of the Matters Related to Subdivision and Development Regulation, the applicant/owner shall provide access to the newly created lots and access to the remnant lot. The applicant/owner shall apply for approval of locations of access and each approach shall be built to Leduc County standards;
3. Pursuant to Section 9(g) of the Matters Related to Subdivision & Development Regulation, the applicant/owner confirm that any existing sewage disposal system(s) on the subject property is/are in compliance with the *Private Sewage Disposal Systems Regulation* in force at the time of application. Should the existing system(s) not be in compliance, modifications to the existing system(s) or installation of new system(s) shall be required;
4. Pursuant to 662(1) of the Municipal Government Act, the applicant/owner shall dedicate, by Plan of Survey, a 5 meter right of way along the east boundary of the quarter section;
5. The subdivision be registered pursuant to Alberta Land Titles requirements.

Pro: Committee Members Dal Verdi, Ray Scobie, Rick Smith and Glenn Belozar

Con: Committee Chair Tanni Doblanko

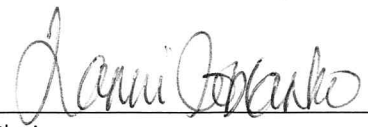
CARRIED

The Subdivision Authority Committee was in support of the approval as families will be moving to the community.

Adjournment

Chair Tanni Doblanko declared the Subdivision Authority meeting be adjourned.

The Subdivision Authority meeting was adjourned at 3:02 p.m.


Chairman


Secretary