Town of Bowden
Box 338, 2101 20th Ave
Bowden, Alberta, T0M 0K0

Town of Bowden
Municipal Planning Commission (MPC) Meeting

NOTICE OF MEETING

**A public meeting of the
Town of Bowden
Municipal Planning Commission
will take place:**

**Monday, December 7th, 2026,
in the Council Chambers
at 6:30pm.**

Principal Order of Business:

1) **Subdivision required for Separation of Title application to Land Titles for 2222 20th Avenue Bowden AB.**

Please refer to the Town's website for further details (Planning & Development section – MPC)

Town of Bowden

MUNICIPAL PLANNING COMMISSION MEETING AGENDA

A meeting of the Town of Bowden Municipal Planning Commission to be held at the Town of Bowden Council Chambers on **Monday December 7th, 2026, commencing at 6:30 pm.**

1. **CALL TO ORDER**

2. **AGENDA ADOPTION**

3. **DELEGATION**

4. **ADOPTION OF PREVIOUS MINUTES**

   4.a June 22nd, 2026, Municipal Planning Commission Meeting.

5. **BUSINESS ARISING**

   5.a Subdivision application to facilitate the application with Land Titles for a separation of Title (Lot 6 and 7 one lot to become two separate lots) at 2222 20th Avenue.

6. **NEW BUSINESS**

   None scheduled.

7. **GENERAL DISCUSSION**

   None scheduled.

8. **REPORTS**

   None scheduled.

9. **MEETING ADJOURNMENT**

Town of Bowden

MUNICIPAL PLANNING COMMISSION MINUTES (UNAPPROVED)

A meeting of the Town of Bowden Municipal Planning Commission to be held at the Town of Bowden Council Chambers on **Monday June 22, 2026, commencing at 6:30 pm.**

DRAFT

1. CALL TO ORDER

Councillor Carol Pion called the meeting to order at 6:31 pm.

PRESENT	Mayor	Laurie Miller
	Councillor	Randy Brown
	Councillor	Ryan Howlett (Teams)
	Councillor	Amanda Peffers
	Councillor	Carol Pion, Chair
	Councillor	Marietta Tuckwell
	CAO	Christiaan Liebenberg
	CFO	Jacqui Molyneux (Recorder)
Absent	Councillor	Cam Morrison

2. ADDITIONS / DELETIONS TO THE AGENDA & ADOPTION OF THE AGENDA

Motion 2
Moved by Councillor Randy Brown that Council adopt the agenda as presented.

MOTION CARRIED UNANIMOUSLY

3. DELEGATION

None

4. ADOPTION OF PREVIOUS MINUTES

4.a April 27, 2026, Municipal Planning Commission Meeting.

Motion 4.a
Motion by Mayor Laurie Miller that Council adopts the minutes, as presented, for the Municipal Planning Commission meeting of June 8, 2026.

MOTION CARRIED UNANIMOUSLY

5. **BUSINESS ARISING**

5.a 2027 20 Ave Encroachment brought forward by administration with the agreements done by Reynolds Mirth.

Motion 5.a

Moved by Mayor Laurie Miller that the encroachment agreements be signed and copy put into the land roll files and originals be given to the land owners for their lawyer to register the encroachment on the land titles.

MOTION CARRIED UNANIMOUSLY

6. **NEW BUSINESS**

None submitted.

7. **GENERAL DISCUSSION**

None.

8. **REPORTS**

None submitted.

9. **MEETING ADJOURNMENT**

Motion 9

Motion by Councillor Amanda Peffers at 6:36 pm to adjourn the meeting.

MOTION CARRIED UNANIMOUSLY

Meeting adjourned.

Minutes signed by:

_____	_____
Councillor	**CAO**
Carol Pion, Chair, MPC	**Christiaan Liebenberg**

DRAFT

BOWDEN

MPC New Business (1)

MPC Meeting: December 7th, 2026.	**Agenda Item: 5.a** 2222 20th Ave subdivision application (once approved) to be submitted with an application to Land Titles for a separation of title.

1 Request for Decision

2222 20th Ave subdivision application.



2 Documentation (attached)

The following documents as listed below are provided within the agenda as requested.

i. RPR subdivision 1954
ii. Subdivision 2026
iii. Titles and Title Application
iv. Legal
v. Recommendation Planning

3 MPC Consideration

The Municipal Planning Commission is requesting consideration for the subdivision application. Once approved the subdivision endorsement will allow the applicant to submit a separation for title (lot 6 and 7 which is currently one lot with the name of lot6 and 7 rather than two lots named lot 6 and lot 7) at Land Titles - Land Titles requires an endorsed subdivision prior to or part of approving a separation of Title.

November 2, 2026 **File: SB-26-001**

RE: SUBDIVISION OF Lot 6-7, Block 7, Plan 1954S

This letter is being sent to inform you that Red Deer County on behalf of the Town of Bowden has received a subdivision application for the subdivision of 556.32 m^2 from the Lot 6 & 7, Block 7 Plan 1954S, zoned General Residential District (R2).

- The parcel is located at 2222 20th Avenue
- The parcel has access from both 20th Avenue and the rear lane.
- The surrounding parcels are zoned General Residential District (R2).
- The intent of the subdivision is to separate the existing double lot into two individual parcels.
- The parcel currently contains a single detached dwelling located on Lot 6.
- The applicant currently holds a development permit for the demolition of the existing accessory building located on both lot 6 & 7 and the construction of a new accessory building, which will be located on Lot 6.
- Following the demolition of the existing accessory building, Lot 7 will be vacant.

If you have any comments or concerns regarding this proposal, please submit them in writing by quoting **File: BS-26-001**, prior to **November 23, 2026.** Your comments will be included with the administration report when this application is considered by the Municipal Planning Commission.

Please note that Red Deer County Administration on behalf of the Town of Bowden is not able to respond, on an individual basis, to feedback received. Should you require further information or clarification on this application please contact Red Deer County's office between 8:30 am – 4:30 pm Monday to Friday at 403-350-2170.

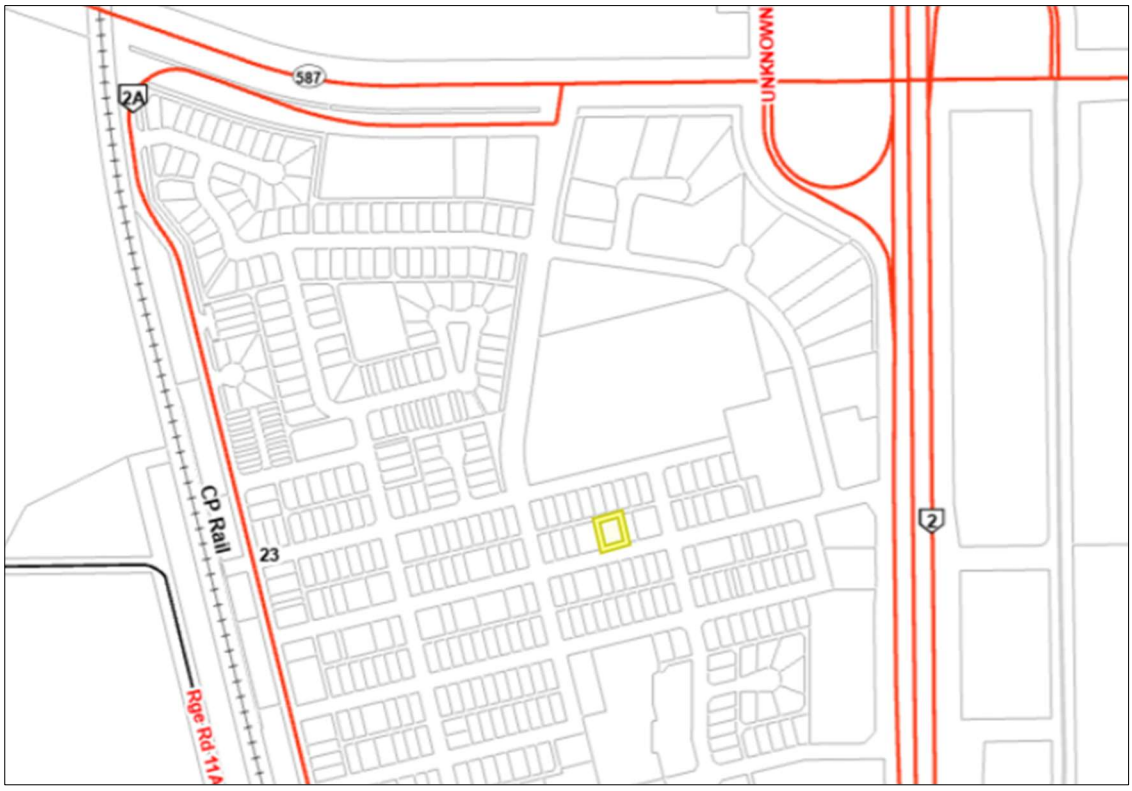
Municipal Planning Commission (MPC) is an open meeting to the public and you are welcome to attend. Municipal Planning Commission (MPC) meetings are open to the public and you are welcome to attend. Once made, the decision on this application will be posted on the Town of Bowden's website at www.bowden.ca/p/developments-permits

Red Deer County on behalf ofTown of Bowden

Kimberly Dallaire

Kimberly Dallaire
Development Officer
referrals@rdcounty.ca

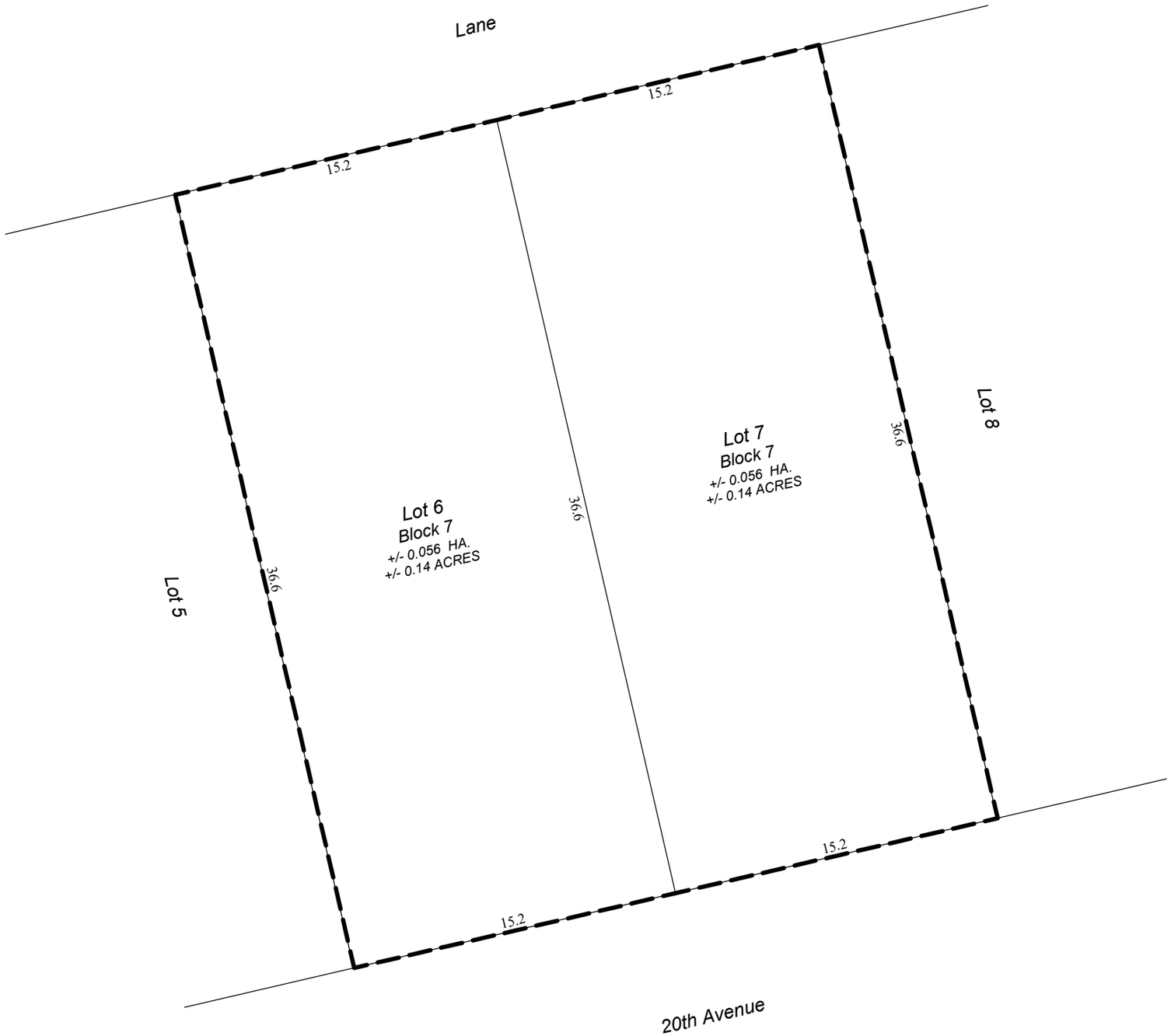
LAND LOCATION MAP





TENTATIVE PLAN



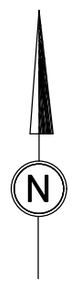


TENTATIVE PLAN
SHOWING PROPOSED SUBDIVISION OF

C. OF T. No. 261 292 561, LOTS 5 & 6, BLOCK 7, PLAN 1954 S

MUNICIPALITY: TOWN OF BOWDEN

NOTES:
- *LOCATION OF AERIAL PHOTO ARE APPROXIMATE.*
- *ALL MEASUREMENTS ARE SHOWN IN METRES.*
- *AREA OF PROPOSED SUBDIVISION IS OUTLINED THUS:* ▬ ▬ ▬
  AND CONTAINS: 0.112 HA.



ACCELERATED SURVEYS LTD.

103, 38316 RANGE ROAD 281
RED DEER COUNTY, AB T4E 1X8
TEL: 403-505-5940

Scale = 1:250	*File No: P-127-26 Tent*
Drawn: AB	*Date: October 19, 2026*
Checked: DM	*Revision: 0*



TENTATIVE PLAN
SHOWING PROPOSED SUBDIVISION OF

C. OF T. No. 261 292 561, LOTS 5 & 6, BLOCK 7, PLAN 1954 S

MUNICIPALITY: TOWN OF BOWDEN

NOTES:
- *LOCATION OF AERIAL PHOTO ARE APPROXIMATE.*
- *ALL MEASUREMENTS ARE SHOWN IN METRES.*
- *AREA OF PROPOSED SUBDIVISION IS OUTLINED THUS:* ▬ ▬ ▬ ▬
  AND CONTAINS: 0.112 HA.

N

ACCELERATED SURVEYS LTD.

103, 38316 RANGE ROAD 281
RED DEER COUNTY, AB T4E 1X8
TEL: 403-505-5940

Scale = 1:250	File No: P-127-26 Tent
Drawn: AB	Date: October 19, 2026
Checked: DM	Revision: 0

11500

**** NO DATA TAGS **** 20240206

\- * E N D O F S H E E T *

BOWD **** 20240207

LAND TITLE CHANGES IN ALBERTA, AN INFORMATION SERVICE FOR MUNICIPALITIES

PROVIDED BY ALBERTA LAND TITLES OFFICE.

LAND TITLES DAILY CHANGES REPORT - ALBERTA REMAINDER

P A R C E L L I N C:	S H O R T L E G A L:
0015262488	1954S;7;6,7

M U N I C I P A L I T Y: TOWN OF BOWDEN

L E G A L D E S C R I P T I O N:

PLAN 1954S

BLOCK 7

LOTS 6 AND 7

EXCEPTING THEREOUT ALL MINES AND MINERALS

AND THE RIGHT TO WORK THE SAME

A T S R E F E R E N C E: 5;1;34;23

E S T A T E: FEE SIMPLE

R E F E R E N C E T I T L E: 231 341 734

Attached Schedule A

Enter schedule details:

PLAN 1954S
BLOCK 7
LOT 6
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

AND

PLAN 1954S
BLOCK 7
LOT 7
EXCEPTING THEREOUT ALL MINES AND MINERALS
AND THE RIGHT TO WORK THE SAME

Outlook

RE: DRR H00BJ96 rejection 2222 20th Avenue Bowden (proof of subdivision into two lots) application for separation of title signing required

From
Date Fri 2026-
To CAO <cao@bowden.ca>
Cc

1 attachment (274 KB)
1954s_58651110.tif;

Good afternoon,

I believe the issue here is that the subdivision that created the lots in question was registered in 1907. I am attaching Plan 1954S for your reference.

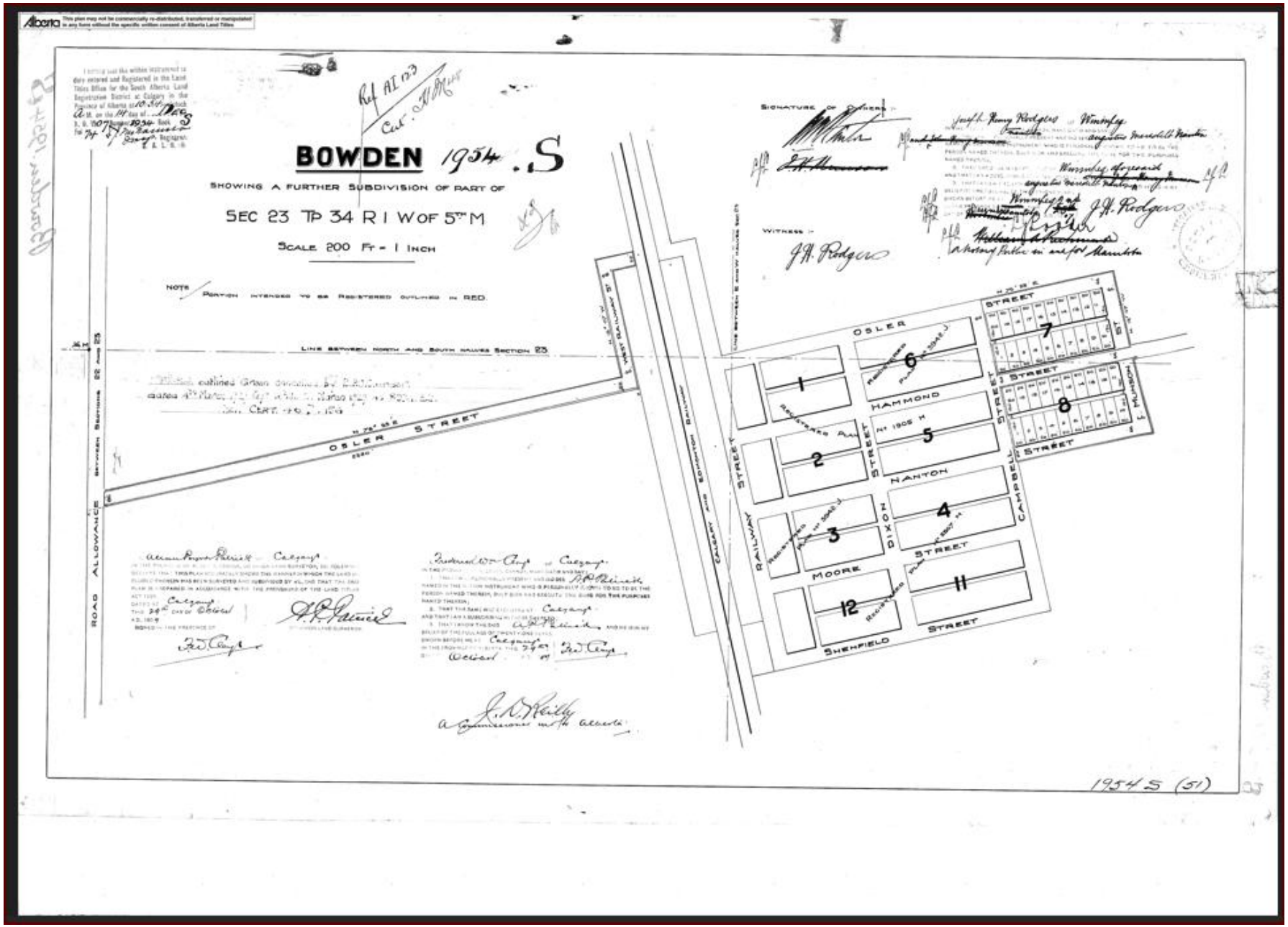
Typically an application for separation of titles of this nature can proceed without the requirement for subdivision approval, and Form A would be sufficient.

However, Section 652(4) of the MGA requires subdivision approval for parcels of land described in subdivision plans registered before July 1, 1950:

> Unless the subdivision of the parcel of land has been approved by a subdivision authority, the Registrar may not accept for registration an instrument that has the effect or may have the effect of subdividing a parcel of land
>
> (a) if the parcel of land is described in a plan of subdivision that was registered in a land titles office before July 1, 1950, and
>
> (b) if the parcel of land contains 2 or more lots one or more of which is less than 8.0 hectares in area.

A subdivision application will have to be made and processed in accordance with the requirements of the MGA in order for a subdivision approval to be issued. The Town can consider waiving or reducing the subdivision application fee in the circumstances, considering what I would characterize as the straightforward nature of the subdivision being proposed, if you wish to assist the landowner – but it is not something the Town is required to do.

Please let me know if you have any questions, of if you would like me to reach out to Linda to explain the process.



BOWDEN 1954 S
SHOWING A FURTHER SUBDIVISION OF PART OF
SEC 23 TP 34 R 1 W OF 5TH M
SCALE 200 FT = 1 INCH
NOTE PORTION INTENDED TO BE REGISTERED OUTLINED IN RED.
LINE BETWEEN NORTH AND SOUTH HALVES SECTION 23
OSLER STREET
ROAD ALLOWANCE BETWEEN SECTIONS 22 AND 23
WEST RAILWAY
CALGARY AND EDMONTON RAILWAY
LINE BETWEEN E AND W HALVES SECT 23
SIGNATURE OF OWNERS
WITNESS
OSLER
HAMMOND
NANTON
MOORE
SHEFFIELD
RAILWAY STREET
DIXON STREET
CAMPBELL STREET
MUNSON ST
1
2
3
4
5
6
7
8
11
12
1954 S (51)