



Public Works & Infrastructure Department Policy

Title: Aggregate Extraction Policy	Number: PW-018
Objective: To provide the requirements, development standards and conditions pertaining to aggregate extraction operations within the RM of Corman Park.	
Authority: Resolution 2025-03-40, March 25, 2025 Council Meeting	

1. Definitions

- a) **Aggregate Extraction Site/Operation:** a site or facility used for the removal of aggregate resources or materials from below or at the surface of the ground including, but not limited to, sand, gravel and clay and may involve related activities such as stockpiling, crushing, washing and other similar operations.
- b) **Active Aggregate Extraction Site/Operation:** Any existing site or proposed site where aggregate materials are being or are proposed to be extracted from the ground.
- c) **Inactive Aggregate Extraction Site/Operation:** A site that was used for the extraction of aggregate materials but where operations have ceased for a period longer than one (1) year.
- d) **New Aggregate Extraction Site/Operation:** A site that has not previously had an aggregate operation on it.
- e) **Expansion of an Aggregate Extraction Site/Operation:** an extension of the area where aggregate materials are being extracted including the extension of the boundaries of the operation within the existing parcel of land or into an adjacent parcel, regardless of land ownership, but does not include the crossing of a developed or undeveloped roadway.

2. Policies

- 2.1. The removal of aggregate resources from underground and at-grade deposits is a land use known as “aggregate extraction” or “aggregate extraction and processing” and requires the approval of the municipality in the form of a development permit prior to initiation.
- 2.2. The aggregate extraction site owner/operator (also known as applicant, developer, contractor or project proponent) must ensure compliance with environmental legislation and any permits or authorizations issued by the federal, provincial or municipal government having jurisdiction over the operation of the site.
- 2.3. The following setbacks must be met at all times:
 - a. No excavation, stockpiling or structures shall be permitted within:



- 45 metres of the centreline of any municipal road allowance or provincial highway or such greater distance as required by the Saskatchewan Department of Highways and Transportation.
 - b. No material is to be stored or piled on any road allowance or within 30 metres of the bank of any river or watercourse.
 - c. Additional setbacks may be required based on local circumstances.
- 2.4. In those zones where “aggregate extraction” is a discretionary use and an application for a new operation or the expansion of an existing operation is before Council, no excavation or stockpiling shall be permitted within 305 metres (1000 feet) from an approved area of activity to the foundation of the closest residence within an existing or approved urban residential neighbourhood, multi-parcel country residential or recreational developments. No excavation or stockpiling shall be permitted from an approved area of activity to within 150 metres (492 feet) of the foundation of any residence not associated with the operation.
- 2.5. The aggregate extraction site owner/operator as well as any other person who regularly hauls material or equipment to or from the site shall be required to enter into a road haul agreement with the municipality.

3. Procedures

- 3.1. The aggregate extraction site owner/operator shall apply and receive approval for a development permit from the municipality prior to initiation of any on-site activities.
- 3.2. The aggregate extraction site owner/operator shall be responsible for providing all required information and reports to ensure a complete application before the municipality will be in a position to issue a decision on the proposal

4. Development Permit Procedures - Discretionary Use

- 4.1. The following documents or reports may be required by the municipality as part of an application for an aggregate extraction operation:
 - a. Completed Mineral Resource Extraction, Processing or Storage application form.
 - b. Site Plan for the development including any on-site buildings or structures, excavation and storage area, approaches, internal roadways, fencing and safety features, setbacks, etc.
 - c. Description of all on-site activities (letter of intent)
 - d. Proposed operations schedule (daily hours, days of the week, holidays, etc.)
 - e. Phasing plan
 - f. Truck travel route(s) and potential effects on municipal roads.
 - g. Dust control plan

- h. Geotechnical information about the site such as soil characteristics, slope stability, etc.
 - i. Hydrological details such as baseline aquifer testing reports, potential effects on groundwater and local water supplies and pollution prevention techniques that will be implemented to reduce the potential for contamination.
 - j. An Aquatic Habitat Protection Permit for compliance with *The Environmental Management Protection Act, 2010*, where deemed necessary by the Development Officer.
- 4.2. Applicants are responsible for determining if the proposed aggregate extraction site is in a location that is "Heritage Sensitive," where archaeological artifacts or other heritage resources may be present. Applicants shall provide a report from the Heritage Developers' Online Screening Tool (hosted by the Ministry of Parks, Culture and Sport) that indicates whether or not the affected site is Heritage Sensitive.
- a. If the site is not Heritage Sensitive in accordance with the Developer's Online Screening Tool, no further heritage analysis is required.
 - b. If the site is Heritage Sensitive in accordance with the Developer's Online Screening tool, the applicant shall be required to contact the Heritage Conservation Branch and carry out any further study or analysis required prior to proceeding with any work or development on site.
- 4.3. As outlined in Section 6 "Discretionary Use Applications" of the R.M. of Corman Park Zoning Bylaw (Bylaw 09/94), the municipality is required to provide Notice of Discretionary Use to nearby property owners. The Notice shall describe:
- a. The proposed land use
 - b. The location proposed for development
 - c. The date, time, and location of the public hearing where Council will receive comments from the public regarding the proposal
 - d. Any additional information that may be relevant, as determined by the Development Officer.
- 4.4. The applicant is responsible for paying for the Discretionary Use application fee and the cost for the public notice letters. The cost of the public notice letters will be invoiced based on the distribution costs of the public notice letters. The applicant is responsible for all advertising costs regardless of Council's decision.
- 4.5. In addition to the public hearing held by the municipality as part of the discretionary use procedure, Council may require the aggregate extraction site owner/operator to host an open house to provide the community with information about the proposed development. The Development Officer may request a public engagement report summarizing the feedback received at the open house.
- 4.6. Municipal approval of a proposed aggregate extraction operation may be subject to development standards or other condition as outlined in Section 56 (1) of *The Planning and Development Act, 2007*, the municipality's Official Community Plan or Zoning Bylaw.

- 4.7. Discretionary use approvals will be granted for a specified period of time, which shall not exceed 4 (four) years. Prior to the expiration of the discretionary use permit, the applicant is required to apply for a new permit in order to continue the operation.
- 4.8. As a condition of a discretionary use permit and especially in cases where a site is being reactivated or expanded, Council may require some remediation work on or off the site in order to address any existing issues or concerns.
- 4.9. The aggregate extraction site owner/operator and/or the landowner may be required to enter into a Road Use Agreement with the municipality to specify development standards or other conditions for the development such as truck routes, maintenance of municipal roadways, and dust control.
- 4.10. Rehabilitation of the site, tree planting or other screening requirements, erection of security/protection fencing and signage or any other items as determined by the municipality may be required. A performance guarantee to ensure compliance with requirements and conditions shall be required in accordance with the following:
 - a. The guarantee shall be in the amount of a minimum of the greater of \$20,000 or \$10,000 per hectare of the area disturbed by the operation (including the area disturbed by excavation, stockpiling, overburden and debris storage and on-site access/haul routes)
 - b. The guarantee may take the form of cash, irrevocable letter of credit, performance bond or other form acceptable to Council
 - c. The guarantee must remain in effect for at least one year beyond the termination of restoration and road maintenance agreements.
 - d. Sections 4.10 a, b and c are minimum requirements; additional requirements may be applied at the discretion of the Director of Infrastructure and Public Works or their designate.

5. Site Restoration

- 5.1. A Preliminary Restoration (Reclamation) Plan shall be required for all aggregate extraction sites/operations. The Plan must be approved by the municipality prior to initiation of construction activities.
- 5.2. A Final Restoration (Reclamation) Plan shall be submitted following the completion of the mineral extraction. The Final Plan must be approved by the municipality prior to commencing the reclamation work. The municipality will strive to review the plan within 30 days of the submission.
- 5.3. The following principles and requirements should be used to guide the aggregate extraction site owner/operator in the preparation of the Restoration Plans. Council may require the inclusion of additional elements in the Restoration Plans on the basis of the location or potential future use of the site:
 - a. An appropriate and productive after use of the disturbed site is required.
 - b. The Restoration Plans must detail all activities involved in preparing the site for its final land use as well as the timeline for these activities.
 - c. Restoration should be recognized as an integral part of extraction and should be included in pre-excavation planning. As part of this process, a practical after-use should be selected as early as possible. The municipality should undertake this planning jointly.

- d. Progressive restoration in which depleted sections of a pit are restored while extraction is ongoing in other sections of the same pit is encouraged, particularly for large pits.
 - e. Waste or vegetation shall not be buried in the pit.
 - f. Any lands that may be subject to slumping should be stabilized and adequately compacted.
 - g. Re-contoured side slopes should not be steeper than 4:1. Side slopes extending below the ground water table may need to be flatter. Recontour the site to be compatible with the end land use and to provide proper drainage and stability.
 - h. Topsoil should be applied to newly re-contoured slopes to a minimum depth of 10 to 15 cm (4-6 inches). Topsoil is not to be used for grading purposes.
 - i. Fill soils, if required, should be compacted during placement. Compaction testing may be required depending on the end use or at the municipality's request.
 - j. Replace salvaged soils in the same general sequence as encountered prior to disturbance, unless otherwise directed.
 - k. Use approved revegetation species that are compatible with the intended end land use. Revegetation must be completed as soon as possible following re-contouring. Grasses are usually the best species for doing this. If the land end use will be agriculture crops, revegetation of the land can be completed in the spring with the chosen crop.
 - l. No person shall revegetate any reclaimed pit area unless all current registered Owners of the parcel or parcels on which the pit is located have been consulted in writing about the proposed revegetation seed mixture or other form of revegetation.
 - m. Control noxious weeds.
 - n. Restoration must be completed within two years of completing the excavation or the expiry date of the Discretionary Use Permit unless otherwise approved by the municipality.
- 5.4. Once the restoration work has been completed in accordance with the approved Restoration Plan, the Municipality will carry out an inspection. If satisfied that the site has been restored in compliance with the approved Restoration Plan, the Municipality will provide the aggregate extraction site owner/operator with a "Construction Completion Certificate (CCC)." In the case that the operator is not the landowner, the operator must submit a written approval of the reclamation from the landowner.
- 5.5. There will be a one-year warranty period on the restoration work during which time the aggregate extraction site owner/operator will be responsible for repair of any defects or deficiencies associated with the restoration work. At the completion of this one-year period and once all outstanding defects or deficiencies have been addressed, the Municipality will carry out a final inspection. If satisfied that the restoration work has been completed in accordance with the approved Restoration Plan, the Municipality will provide the aggregate extraction site owner/operator with a "Final Acceptance Certificate FAC."

In all cases, aggregate extraction operators and/or landowners are responsible for their site and are required to take the steps necessary to limit public access to the site and ensure safety.


Kerry Hilts, Chief Administrative Officer



