

**MINUTES OF THE JUNE 7, 2023 MEETING**  
**OF THE P4G DISTRICT PLANNING COMMISSION**

MEMBERS PRESENT: B. Richet (Chair); B. Sylvester (Vice-Chair); Reeve J. Harwood; Councillor B. Froese-Kooijenga; Councillor A. Humenuik; Councillor R. Donauer; Mayor A. Quiring; Mayor K. Muench; Councillor S. Nikkel; J. Mathison; Mayor G. Philipchuk

REGRETS: Councillor B. Dubois; Councillor R. Beck

SECRETARY: J. Mitchell

STAFF PRESENT: B. Gorelitz; B. Toth; R. Row; V. Wellsch; B. Fawcett; T. McShane; N. Bowden; J. Charlebois; M. Sillito; K. Muzyka

**1. Call the Meeting to Order**

Chair Richet called the meeting to order at 11:49 a.m.

**2. Land Acknowledgement**

**3. Approval of the Agenda**

Motion: Reeve J. Harwood / J. Mathison  
*"That the agenda be approved as presented."*

CARRIED UNANIMOUSLY

**4. Approval of Minutes**

Motion: Councillor R. Donauer / Mayor A. Quiring  
*"That the minutes of the May 3, 2023 meeting be approved as presented."*

CARRIED UNANIMOUSLY

**5. Declaration of Conflict of Interest**

*None*

**6. Business Arising from the Minutes**

**a) South East Concept Plan:**

*No update*

**b) R.M. Flood Plain Policy Update:**

*No update*

**7. Delegation(s):**

None

**8. Rezoning Application(s):**

None

**9. Rezoning & Subdivision Application(s):****a) SUBDIVISION: 2023/11  
BYLAW: 21/23 & 22/23**

Owner/Applicant:	Linda Budd
Legal Land Description:	Blk/Par 12, Plan 60S20763 & Ptn of ORA 31-36-5-W3
Council Division:	3
File Manager:	Kristie Muzyka

File Manager K. Muzyka provided an overview of the application.

The Commission asked why a geotechnical report was not included in the Comprehensive Development Review (CDR). Administration explained that a geotechnical report would only be required if development was proposed. The Commission also inquired about how the land value in the sales agreement was determined, to which Administration responded that values of comparable properties in the area were used.

Motion: Councillor B. Froese-Kooijenga / J. Mathison

*“That the application of Linda Budd to:*

- a) subdivide and rezone a portion of ORA 34-36-5-W3 in the ESE 12-36-5-W3 to D – Country Residential 1 district (DCR1); and*
- b) consolidate the subdivided portion of ORA 34-36-5-W3 in the ESE 12-36-5-W3 with Blk/Par 12, Plan 60S20763 in the SW 7-36-5-W3 to be Parcel ‘15’;*

*as shown on the Plan of Proposed Subdivision and Surface Consolidation prepared by Meridian Surveys Ltd. dated January 18, 2023 be APPROVED subject to:*

- i. The applicant being solely responsible for all of the costs of the subdivision, road closure and consolidation process;*
- ii. The applicant entering into a road closure and sale agreement with the R.M. of Corman Park;*
- iii. The applicant obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including, but not limited to, the Ministry of Highways, the Water Security Agency, the Saskatchewan Health Authority, the Ministry of Environment and the Ministry of Parks, Culture and Sport;*
- iv. The applicant providing the results of an engineered Geotechnical survey for any development within the portion of ORA being subdivided and closed and for any development within 50 m of the top of bank of the South Saskatchewan River on proposed Parcel ‘15’;*
- v. No tress shall be cleared or removed from the land within the portion of ORA being closed and consolidated with proposed Parcel ‘15’ or any land within the minimum setback from the top of bank to the river unless a letter form a qualified professional*

- is submitted to indicate the areas where trees or vegetation may be removed and that removal is necessary to provide access to the river;*
- vi. The property owners shall not block, divert, or otherwise alter natural drainage patterns without prior consent from the Water Security Agency;*
  - vii. Any new approaches to Parcel '15' shall be constructed subject to consultation with, and approval from, the R.M. of Corman Park;*
  - viii. The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority;*
  - ix. The construction of any buildings on Parcel "15" shall require the approval of a development permit and building permit from the R.M. of Corman Park;*
  - x. Provision for or relocation of utility services is the responsibility of the applicant and at their expense to the satisfaction of the affected utility departments;*
  - xi. Approval of Bylaw 21/23 to close a portion of ORA 34-36-5-W3; and*
  - xii. Bylaw 22/23 receiving Ministerial approval from the Ministry of Government Relations."*

CARRIED UNANIMOUSLY

Motion: Mayor G. Philipchuk / Councillor S. Nikkel

*"That Council give first reading to the Road Closure Bylaw 21/23 to close and sell a portion of ORA 34-36-5-W3 in the ESE 12-36-5-W3 as shown on the Plan of Proposed Subdivision and Surface Consolidation prepared by Meridian Surveys Ltd. dated January 18, 2023 and that Council agrees to the sale price subject to:*

- i. A valuation of \$89,563.00 per acre for a total cost of the sale of the road to the applicant being \$44,782.00 plus GST;*
- ii. Approval of subdivision file 2023/11 and rezoning Bylaw 22/23;*
- iii. The applicant and the R.M. of Corman Park entering into an agreement for the closing and selling of a municipal road allowance;*
- iv. Obtaining approval from the Ministry of Highways pursuant to Section 13 of the Municipalities Act; and*
- v. The applicant being responsible for all costs associated with the process of road closure including but not limited to advertising, rezoning, and ISC fees."*

CARRIED UNANIMOUSLY

**10. Subdivision Application(s):**

**a) SUBDIVISION: 2023/06**

Owner/Applicant:	Robert Williams, Maurice Williams & Beverley Otsuka
Legal Land Description:	NW & SW 36-35-5-W3
Council Division:	2
File Manager:	Kristie Muzyka

File manager K. Muzyka provided an overview of the application.

The Commission ask what "split zoning" meant. Corman Park Administration explained that split zoning means one property has more than one zoning designation. It was noted that for this

application, it was not truly split zoning as there is a separate land title for each parcel with a separate zoning designation, even though the parcels are tied together. When asked if the proposal impacts City of Saskatoon future growth, Corman Park confirmed that they had not received any development proposals for the subject parcels and that the City of Saskatoon's comments on the application did not identify any concerns.

Motion: Councillor B. Froese-Kooijenga / Mayor A. Quiring

*"That the application of Robert Williams, Maurice Williams and Beverley Otsuka to:*

- remove the parcel tie between SW 36-35-5-W3 Ext 1 and SW 36-35-5-W3 Ext 2;*
- remove the parcel tie between NW 36-35-5-W3 Ext 1 and NW 36-35-5-W3 Ext 2;*
- and*
- create a parcel tie between SW 36-35-5-W3 Ext 1 and NW 36-35-5-W3 Ext 1; and*
- create a parcel tie between SW 36-35-5-W3 Ext 2 and NW 36-35-5-W3 Ext 2*

*as shown on the Plan of Proposed Tie Code Management prepared by GeoVerra Inc. dated February 21, 2023 be APPROVED subject to:*

- xiii. The applicant being solely responsible for all of the costs of the subdivision process;*
- xiv. The property owners shall not block, divert, or otherwise alter natural drainage patterns without prior consent from the Water Security Agency;*
- xv. The applicant obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including, but not limited to, the Ministry of Highways, the Water Security Agency, the Saskatchewan Health Authority, the Ministry of Environment and the Ministry of Parks, Culture and Sport;*
- xvi. Any non-agricultural development on the land holdings will require more detailed planning to support any proposed changes in land use and to address access to the proposed development;*
- xvii. The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority;*
- xviii. The construction of any buildings shall require the approval of a development permit and building permit from the R.M. of Corman Park;*
- xix. Any new approaches shall be constructed subject to consultation with, and approval from, the R.M. of Corman Park; and*
- xx. Provision for or relocation of utility services is the responsibility of the applicant and at their expense to the satisfaction of the affected utility departments."*

CARRIED UNANIMOUSLY

**11. Discretionary Use Application(s):**

None

**12. Textual Amendments:**

None

**13. Other:**

- a) P4G Project Update

P4G Executive Director R. Row presented updates on current P4G projects including the Regional Market Study, the Phase 3 Drainage Study, and the Strategic Plan.

Motion: Councillor R. Donauer / Mayor G. Philipchuk

*“That the P4G project update be received as information.”*

CARRIED UNANIMOUSLY

*b) Proposed 2024 DPC Operating Budget*

Secretary J. Mitchell presented the 2024 DPC Operating Budget to the Commission, including the additional information added to the report to address questions raised by the Commission at the previous meeting related to administrative costs incurred by Corman Park.

Noting the budget item for providing lunch during DPC meetings, the Commission discussed the timing and format of their monthly meetings. Chair Richet suggested that a special meeting may be beneficial to evaluate the function of the DPC to date and identify any necessary procedural changes.

Motion: B. Sylvester / Councillor A. Humenuik

*“That the 2024 budget for the P4G District Planning Commission operating expenses be sent to the Affiliated Municipalities through the P4G Regional Oversight Committee for consideration in the 2024 P4G budget.”*

CARRIED UNANIMOUSLY

**14. Adjournment:**

Motion to Adjourn: Mayor A. Quiring

The meeting was adjourned at 12:24 p.m.