

MINUTES OF THE AUGUST 4, 2021 MEETING OF THE CORMAN PARK – SASKATOON DISTRICT PLANNING COMMISSION

MEMBERS PRESENT: B. Richet (Chair); B. Sylvester (Vice Chair); D. Kirton; B. Dubois; J. Waddington; W. Trask; B. Froese-Kooijenga; J. Harwood; C. Dalen-Brown

EX-OFFICIO MEMBERS PRESENT: R. Row; J. Dela Cruz; D. Kripki; M. Reiter; K. McLean; N. Bowden; J. Sick

GUESTS: Devin Clarke; Eric Calaguian

3. Approval of the Agenda

Motion: W. Trask / B. Sylvester

CARRIED

4. Approval of the April 7, 2021 Minutes:

Motion: J. Waddington / B. Froese-Kooijenga

CARRIED

5. Business Arising from the Minutes

Update on Item a) Saskatoon North Partnership for Growth (P4G):

The drafting of the District Zoning Bylaw has been completed. The District Zoning Bylaw was provided at the May 27, 2021 ROC meeting where it was referred to Corman Park for consideration and to begin the bylaw approval process. At the June 14, 2021 meeting of R.M. Council, first reading was given to the District Zoning Bylaw. The District Zoning Bylaw is currently being advertised. The public hearing will be held at the August 16, 2021 meeting of R.M. Council. After approval of the District Zoning Bylaw, the P4G District OCP, Planning District Agreement and District Zoning Bylaw will be sent to the Province for review and Ministerial approval and establishment of the P4G Planning District.

The current Corman Park-Saskatoon DPC will continue operating until the new P4G Planning District is in place and transitioned over to the new P4G DPC. Membership for the new P4G DPC is expected to begin shortly once the documents have been submitted to the Ministry. Each P4G municipality is allowed 2 municipal representatives (minimum one elected official) and will participate in the selection of the 3 joint members for a total DPC voting membership of 13.

The P4G Director, Neal Sarnecki, resigned effective July 30, 2021; a strategic planning session will be undertaken this fall by the P4G members to discuss the requirements for staffing of P4G. At this time, no major effects on the current or future Planning District is anticipated by the resignation; R.M. Administration will be the point of contact on P4G until strategic planning has

been undertaken. The rest of the PAC membership is involved in specific projects or duties to supplement the work being undertaken by P4G.

Additional updates will be provided once available.

The Commission discussed the feedback administration was receiving from ratepayers regarding P4G, the resignation of the P4G Director and when the anticipated transition from the current Commission to the new Commission will occur. Administration reported ratepayers are inquiring about future subdivision and development potential under the proposed policies and that the P4G Director left on good terms. The strategic planning session will determine how P4G will move forward with staffing.

Update on Item b) North Concept Plan:

An updated final draft was recently provided to the municipalities for final comment. Project meetings took place on July 27, 2021 prior to the departure of the P4G Director to finalize the last project deliverables and make a plan for finalizing the wording of the NCP. The NCP is expected to be finalized in August and be presented for DPC, ROC and Council endorsements as necessary following that.

Update on Item c) South East Concept Plan:

The SECP began in January 2021 and is halfway done. The project is into the servicing, infrastructure and financing tasks.

Over the past few months, work and discussions have been ongoing for interim servicing options in the study area. A final draft of the Natural Area Screening (NAS) was also submitted by the consultants June 17, 2021. The NAS did a high-level review of environmental features in the study area, identifying wetlands, plant and animal species and soil capabilities. There was a high density of wetlands reported in the area and it is recommended protection and connectivity be maintained of the higher class waterbodies. Contamination of some areas were identified and it is recommended a Phase 1 Environmental Site Assessment (ESA) be completed. Three plant species at risk were identified and 11 bird species that are provincially listed were noted. A Heritage Resource Impact Assessment (HRIA) is recommended as well as pre-development surveys for species at risk. Native pasture was identified along the western side of the study area and may serve as a quality wildlife corridor. Further assessment and consideration for conservation is recommended. These recommendations and when they should be completed will be considered in the final SECP.

Two workshops were facilitated by Urban Systems; one in April and one in May to discuss servicing potential in the interim. The first workshop was administrations from the R.M. of Corman Park and the City of Saskatoon. The intent of the workshop was to determine the vision each municipality has for the area and to come up with evaluation criteria for obtaining that vision. The results provided four approaches to servicing the area in the interim.

The second workshop was with the steering committee, which includes membership from Ministry of Highways, Water Security Agency, English River First Nation and Cowessess First Nation. The

intent of this workshop was to present the servicing options and obtain feedback from their industry's perspective.

The workshops provided direction for potential servicing options and Urban Systems continues to refine these options. Discussions are ongoing with Corman Park and Saskatoon in regards to servicing, infrastructure and land development. Meetings and discussions have occurred and are ongoing with stakeholders and potential service providers in the area with Urban Systems providing a summary of these discussions. The DPC can expect to see this summary at a future update.

The next couple of months will see interim servicing being finalized as well as proposed land use development and rural to urban transition. Updates on the SECP will be provided to the Commission when available.

The Commission asked Administration for clarification on the vision of the SECP and if the project was still on schedule for January 2022 completion. There are several options for servicing currently under review, so the vision will be more closely determined during the upcoming months. R.M. Administration noted that while the SECP is still generally on track, servicing discussions with the City of Saskatoon and the R.M. due to the vacant R.M. Administrator position have delayed the schedule slightly.

Update on Item d) R.M. Floodplain Policy Update:

As members of the Commission will recall, the R.M. contracted Stantec to undertake an update to the R.M. and District Official Community Plan (OCP) and Zoning Bylaw which currently contain a number of policies that do not meet current *Statements of Provincial Interest* (SPI).

Over the past several months, Corman Park has been working with Stantec to review all applicable background information including the SPI, existing municipal plans, past flooding information, management and operations of Lake Diefenbaker Reservoir and Gardiner Dam and recently completed hydraulic modelling and mapping studies, legislative authority and comparison of best practices across Canada.

On June 7, 2021, representatives from Water Security Agency (WSA) and Community Planning Branch, Ministry of Government relations presented to R.M. Planning Committee. The purpose of the presentation was to provide R.M. Council with an understanding on historical flooding events and how upstream impacts such as use of the Gardiner Dam impact the floodplain in Corman Park. In addition, the presentation included discussion around the SPI and municipal flooding policies. As a precursor to public engagement, R.M. Administration proposed this joint presentation so that R.M. Council had an opportunity to learn about provincial flood policies and understanding some of the information that would be provided with ratepayers.

On July 15, 2021, Corman Park and Stantec hosted an online presentation to provide ratepayers with information regarding provincial legislation and flood policy and historical flooding events. Representatives from WSA and Community Planning were also in attendance. The presentation was recorded and put on the project website for later viewing <http://rmcormanpark.ca/307/Flood-Plain-Policy-Updates>.

Over the next coming months, Stantec will draft content including OCP policies and Zoning Bylaw regulations. Once those policies are drafted, we will go back to the public and engage with them on the proposed regulations. Further updates on the flood study will be provided to the Commission when available.

The Commission discussed the potential of future plans of engagement; R.M. Administration will be planning more presentations as the project moves forward. It was noted that the presentation and related materials are available for viewing by the public on the R.M. website under the project page. Due to timing related to drafting and adoption of the P4G Zoning Bylaw, future amendments will be required to include the study results after the adoption of the new planning district.

Motion: B. Dubois / B. Sylvester

“That the updates on the Business Arising from the Minutes be received as information.”

CARRIED

6. Rezoning Application(s)

None

7. Rezoning & Subdivision Application(s)

None

8. Subdivision Application(s):

a) SUBDIVISION: 2021/09

Owner/Applicant:	Sherry Lee & Leonard Marquis and Riley & Emily Ness
Legal Land Description:	Parcel 'H', NE 33-35-5-W3
Council Division:	2
File Manager:	Jeremy Dela Cruz

The Commission discussed the configuration of the parcel size, the reasoning behind the application not requiring comments and referral from the City of Saskatoon, and the need for the 1 mile radius buffer. R.M. Administration clarified that the minimum parcel size permitted is 4.6 acres; based on the existing property lines, the odd shape was required to meet the constraints of the site and bylaw requirements.

With respect to the City of Saskatoon referrals, the City and R.M. Administrations have created an internal list of applications for which the City does not require referral, as these types of applications do not have a large impact on the City. The Administrations hold recurring monthly meetings to discuss forthcoming applications, prior to inclusion on DPC meeting agendas, to update City Administration on files. These meetings cover off all applications, including those on the aforementioned list.

R.M. Administration also clarified that the 1 mile buffer is part of a Basic Development Review (BDR) submission that is required by R.M. bylaws. The District policy framework does not require the BDR submission, but has been included in the agenda package as the information was submitted by the applicant.

Motion: C. Dalen-Brown / D. Kirton

“That the application of Sherri Lee & Leonard Marquis and Riley & Emily Ness to subdivide one 2.26 ha (5.57 acre) parcel labelled Parcel “H1” as shown on the revised Plan of Proposed Subdivision submitted by Compass Geomatics Ltd. dated March 22, 2021 be APPROVED subject to:

- i. The applicant being solely responsible for all of the costs of the subdivision;*
- ii. Provision or relocation of utility services is at the applicant’s expense and responsibility to the satisfaction of the affected utility departments;*
- iii. The installation of any new plumbing and sewage systems on proposed Parcel “H” shall be permitted, inspected and approved by the Saskatchewan Health Authority;*
- iv. Completion of a detailed site investigation of Parcel “H” as described by the Saskatchewan Onsite Wastewater Disposal Guide, to be completed by a qualified septic installer or equivalent, to determine if the site has any additional complexities, sensitivities or concerns;*
- v. Registration of Parcel “H” site investigation or hydrogeotechnical report, as required, on the titles of the affected properties;*
- vi. Prior to release of Community Planning approval, the applicant is to provide proof to the R.M. that an easement containing the water utility infrastructure on proposed Parcel “H1” has been registered on the affected titles;*
- vii. Mitigation of potential impacts to sensitive species shall be undertaken and any ground disturbance activities within previously undisturbed habitat shall be in compliance with the Saskatchewan Activity Restriction Guidelines;*
- viii. 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 Environment, the Saskatchewan Health Authority, and the Water Security Agency;*
- ix. The applicant entering into a servicing agreement to provide for property servicing and the remission of the required subdivision servicing fee for proposed Parcel “H”;*
- x. A new access approach to Proposed Parcel “H1” be constructed subject to consultation with, and approval from, the R.M. Director of Public Works; and*
- xi. The alteration and construction of any new buildings on both sites shall require a development permit and building permit from the R.M. of Corman Park.”*

CARRIED

9. Discretionary Use Application:

a) DISCRETIONARY USE 2020/30

Owner/Applicant:	The Manitoba-Saskatchewan Conference of the Seventh Day Adventist Church
Legal Land Description:	Parcel ‘B’, NW 34-35-5-W3
Council Division:	2
File Manager:	Jeremy Dela Cruz

The Commission discussed a number of concerns with the application such as the location and potential conflict with the incoming Partnership for Growth (P4G) bylaws, size of the congregation

compared to the proposed building footprint and parking lot, future potential use of the building, lack of hydrological study and comments from the Water Security Agency regarding water drainage plans, and the number of concerns received. There were two representatives of the application in the gallery, Mr. Devin Clarke and Mr. Eric Calaguin, to provide additional insight into the application as necessary.

The representatives noted that there are no plans to utilize the facility for a school, and that the size of the parking lot was due to requirements from the R.M. Zoning Bylaw, related to the size of the building. It was also noted that there was potential for the size of the building to be altered, due to financial constraints.

The Commission also discussed the increase in potential increase in traffic from the City to the site, and questioned why engineered details on site suitability such as drainage are conditions of approval rather than being submitted as part of the application process.

R.M. Administration noted that a final drainage plan and a geotechnical study are still required as part of permit approval.

The Commission discussed whether to defer the application to request additional information or to deny the application to allow R.M. Council to make a final decision. A motion to deny the application was brought forward.

Motion: J. Harwood/W. Trask

“That the application from the Manitoba-Saskatchewan Conference of the Seventh Day Adventist Church to establish a Community Facility (Place of Worship) as a discretionary use on Parcel B, NW-34-35-5-W3 be DENIED based on potential land use conflicts and the proposed discretionary use not being a suitable use for the area.”

CARRIED

10. Textual Amendments:

None

11. Other

a) R.M. Staffing Update

Effective July 30, 2021, Brittney Beckie is no longer with the R.M. planning department as she is pursuing a new opportunity with the City of Saskatoon. Discussions on her replacement as Secretary to the DPC are underway; however, at this time no major impact on the DPC operations are anticipated as the role will continue to be filled by a Corman Park staff member.

Ken Kolb is the new R.M. Administrator as of August 9, 2021. Ken has previous experience in municipal and provincial senior leadership roles, most recently with the Town of White City as Town Manager.

The Commission was also introduced to the new planner for the City of Saskatoon, Jason Sick who is a senior planner with 11 year of experience. The Commission discussed having the new R.M. Administrator, Ken Kolb, introduced at the next DPC meeting.

Motion: B. Sylvester / J. Waddington

“That the R.M. staffing update be received as information.”

CARRIED

12. Adjournment

Motion to Adjourn: B. Sylvester