

MINUTES OF THE OCTOBER 4, 2023 MEETING
OF THE P4G DISTRICT PLANNING COMMISSION

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

REGRETS: Mayor A. Quiring

SECRETARY: J. Mitchell

STAFF PRESENT: B. Gorelitz; B. Fawcett; T. McShane; V. Wellsch; J. Sick; M. Sillito; J. Charlebois; K. Muzyka; V. Reaney; B. Toth; N. Bowden; H. Lateef; J. Dela Cruz; R. Row

1. Call the Meeting to Order

Chair Richet called the meeting to order at 11:45 a.m.

2. Land Acknowledgement

3. Approval of the Agenda

Motion: Reeve J. Harwood / Mayor G. Phillipchuk

“That the agenda be approved as presented.”

CARRIED UNANIMOUSLY

4. Approval of Minutes

Motion: Councillor B. Dubois / B. Sylvester

“That the minutes of the August 2, 2023 meeting be approved as presented.”

CARRIED UNANIMOUSLY

5. Declaration of Conflict of Interest

None

6. Business Arising from the Minutes

Motion: Councillor B. Froese-Kooijenga / Councillor A. Humenuik

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

CARRIED UNANIMOUSLY

a) South East Concept Plan:

A draft SECP report has been received from USL and the consulting services contract between Corman Park and USL has ended. Corman Park and Saskatoon administrations are completing the draft SECP, with a target to have a complete draft by the end of this year. Minor content and mapping changes are needed to the SECP to clarify the analysis and final recommendations. A final presentation and recommendation will be brought forward to DPC once a final SECP is ready.

Corman Park Administration confirmed the target for completion of the concept plan is the end of the year.

b) R.M. Flood Plain Policy Update:

No Update

c) Regional Community Services Node:

ISL Engineering and Land Services Ltd. (ISL) has been retained to undertake the P4G Regional Node Concept Plan (Regional Node). The two-phase study consisting of a comprehensive feasibility report, followed by the development of a conceptual plan kicked off July 11, 2023 and is expected to be completed in Spring of 2024. The area to be studied is identified within Appendix 'A'.

The RM of Corman Park (Corman Park) as project manager, in partnership with the Cities of Warman and Martensville (the Project Partners), have begun a study to determine a location for a future Regional Node. This area has been conceptually identified on the Saskatoon North Partnership for Growth (P4G) District Land Use map as a Regional Community Services Node.

The site will be an important regional development area. The study will identify land uses that support the Regional Node and evaluate servicing and drainage in the region and consider the connectivity between the three municipalities.

The first open house will occur on October 5th at the Warman Home Centre Communiplex from 4:00 – 7:00pm. The open house will inform participants of the project phases, timelines, and how input will be considered. The session will also gauge the level of community support for sharing regional services.

A project webpage, <https://www.rm-cormanpark.ca/338/Regional-Node-Concept-Plan> and QR code have been created. Ratepayers and the public can access the link and will find the most up to date information on the study and future engagement opportunities.

ISL is currently performing data collection and a background review of the area prior to technical analysis and the preparation of the project feasibility report.

In response to a question from the Commission, Corman Park Administration confirmed that two more engagement sessions are planned throughout the course of the project. Local interest groups are included in the engagement. Corman Park Administration also confirmed that consideration for future annexation in this area is not within the project scope, but an analysis of the local drainage network is.

7. Delegation(s):

a) J. & R. Thorstad

Ron and Joyce Thorstad spoke to the Commission about their subdivision application, included in the agenda as item 10a); specifically, the lack of potable water available for the proposed lot.

8. Rezoning Application(s):

None

9. Rezoning & Subdivision Application(s):

None

10. Subdivision Application(s):

a) SUBDIVISION: 2023/29

Owner/Applicant:	J. & R. Thorstad
Legal Land Description:	Blk/Par 11, Plan G235 Ext 0, NE 4-36-5-W3
Council Division:	2
File Manager:	Kristie Muzyka

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

The Commission requested clarity on the reason for the lack of potable water. Corman Park Administration explained that the limiting factor is the amount of water allocated by SaskWater to the Grasswood Water Utility, not the amount of treated water available generally in the region or constraints in the distribution system. Corman Park Administration recommends completing a review of the Grasswood Water Utility to determine if there is any unused allocation elsewhere that can be re-allocated. Corman Park Administration confirmed that connection to a centralized potable water line is a District Zoning Bylaw requirement to approve re-subdivision; therefore, no further subdivision can be approved in Grasswood until the review is complete. When asked if there is a timeline for the water allocation review, Corman Park Administration responded that the timing is dependant on when the project is funded through the Corman Park municipal budgeting process.

Corman Park Administration noted that recommending approval of the application would be in direct contravention of the P4G Planning District bylaws, and that the approving authority, Community Planning, cannot approve an application that contravenes the bylaws. The Commission discussed potential conditions to support approval based on water being available, and proposed a revised recommendation for the R.M. of Corman Park Council to defer making a decision on the file until a detailed review of the availability of potable water was completed.

Motion: Councillor B. Froese-Kooijenga / B. Sylvester

“That the application of Joyce and Ronald Thorstad to subdivide a new parcel labelled as Blk/Par 20 from Blk/Par 11, Plan G235 Ext 0, NE 4-36-5-W3 as shown on the Plan of Proposed Subdivision labelled ‘Appendix 1’ be DEFERRED subject to further study of the available potable water allocation in the Grasswood Water Utility.”

CARRIED UNANIMOUSLY

11. Discretionary Use Application(s):**a) Discretionary Use: 2023/11**

Owner/Applicant:	Lori Kerpan & Tom Unser
Legal Land Description:	LSD 3&6 17-38-05-W3
Council Division:	7
File Manager:	Jeremy Dela Cruz

File manager J. Dela Cruz provided an overview of the application.

The Commission discussed the District Zoning Bylaw provisions regulating Agricultural Tourism Use, noting that wedding venues are not explicitly identified as a type of Agricultural Tourism under Section 4.4.1. Corman Park Administration clarified that the list of uses in Section 4.4.1 was interpreted to be examples and not the only types of uses that can be considered Agricultural Tourism.

The Commission also asked the applicants to speak to how their proposal would be compatible with neighbouring land uses, noting that several complaints and letters of opposition were received related to previous events held on site. The applicants advised that they were willing to undertake mitigation measures to address neighbour concerns, such as the application of dust control, reduced hours of operations, and hosting people indoors as much as possible. Corman Park Administration confirmed that the Corman Park Noise Bylaw would regulate any events held at this location.

Finally, the Commission noted that the business would likely be commercially taxed and recommended that the applicant consider that as part of their business planning.

Motion: J. Mathison / Councillor R. Donauer

“That the discretionary use application of Lori Kerpan & Tom Unser to establish an Agricultural Tourism Use (Wedding Event Venue) on LSD 3&6 17-38-05-W3 be APPROVED subject to:

- i. Discretionary Use approval is limited to a maximum of six (6) events per year, for two (2) years from the date of development permit approval. No wedding event shall occur on consecutive Saturdays on the property and the landowner is to reapply and pay for a new discretionary use application before this development permit expires;*
- ii. Applicant is prohibited from applying for special event permits to have additional events on the property during the two-year time period;*
- iii. The scope of the Agricultural Tourism Use approval be limited to a wedding venue space, any other public/private gatherings on the property is prohibited;*
- iv. Approval of the Agricultural Tourism Use on LSD 3&6 17-38-05-W3 is limited to the identified venue area and building of the submitted site plan;*
- v. The construction, alteration or change of use to the existing accessory building on site prior to public occupancy shall require approval of a development permit and building permit in compliance with the National Building Code of Canada, 2015 and Constructions Code Act;*
- vi. Business Operations on the site are to occur only from May 1 to October 31, Friday to Sunday with weddings to occur only on Saturday between the hours of 12pm to 1 am. All operations must comply with Corman Park’s Noise Bylaw;*
- vii. The applicant being solely responsible for all of the costs of the discretionary use process;*

- viii. *The applicant obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including but not limited to Heritage Conservation Branch, Saskatchewan Health Authority;*
- ix. *The landowner is required to receive new approval from Intervalley Water Utility if the landowner goes beyond the allocation of water beyond 10,000 gals per month;*
- x. *A new discretionary use application is required should the landowner wish to operate beyond the two year approval, there be a change of ownership or there be any onsite intensification of the use such as the parcel being used as a non-wedding venue space, expansion outside of approved business operation hours on the property and site plan, and construction of any new buildings associated with the business;*
- xi. *Any parking onto Township Road 382 (Lutheran Road) is prohibited, parking must be contained on LSD 3&6 17-38-05-W3 as per their submitted parking plan; and*
- xii. *Provision or relocation of utility services is at the applicant's expense and responsibility to the satisfaction of the affected utility departments."*

CARRIED UNANIMOUSLY

12. Textual Amendments:

None

13. Other:

- a) First Nations Community Profile

City of Saskatoon Administration provided an overview of the First Nations Community Profiles, highlighting key attributes for each First Nation with land interests located in the City of Saskatoon, the P4G Planning District and beyond. The Commission discussed the importance of collaborating regionally on these types of resources, including the Developer's Handbook.

- b) DPC Two-year Review

As the second year of the P4G District Planning Commission comes to a close, Chair Bruce Richet and Vice-Chair Brad Sylvester recommend that the Commission members dedicate some time at the November 1, 2023 DPC meeting to reflect upon the overall mandate and processes of the Commission to date. Members will be encouraged to discuss what is working well and what could be changed to help advance the mandate of the DPC.

It is recommended that this item, facilitated by the Chair and Vice-Chair, occur in camera within the regularly scheduled meeting time of 11:45 a.m. – 1:30 p.m. on November 1, 2023.

Motion: B. Sylvester / J. Mathison

"That an item be added to the November 1, 2023 DPC agenda to facilitate a two-year review and reflection on the overall mandate and processes of the P4G District Planning Commission."

CARRIED UNANIMOUSLY

14. Adjournment:

Motion to Adjourn: Councillor B. Froese-Kooijenga

The meeting was adjourned at 1:04 p.m.