

**MINUTES OF THE MARCH 2, 2022 MEETING  
OF THE P4G DISTRICT PLANNING COMMISSION**

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

REGRETS: J. Mathison

SECRETARY: J. Mitchell

STAFF PRESENT: J. Sick; V. Wellsch; S. King; T. McShane; C. Mrozowich; B. Gorelitz; K. Ingram; M. Gruza; B. Toth; L. Foster; N. Bowden; R. Row; A. Toth; K. Muzyka; J. Dela Cruz; C. Boudreau

**3. Approval of the Agenda**

Motion: B. Sylvester / Mayor K. Muench

CARRIED

**4. Approval of Minutes**

Motion: Reeve J. Harwood / Mayor G. Philipchuk

CARRIED

**5. Declaration of Conflict of Interest**

*None*

**6. Business Arising from the Minutes**

Motion: Councillor R. Donauer / Councillor A. Humenuik

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

CARRIED

**a) North Concept Plan:**

The DPC Secretary provided an update on the North Concept Plan.

Final revisions are being completed; no major issues or concerns are remaining. The North Concept Plan will be appended to the new P4G OCP to be implemented; therefore, it will be presented to P4G DPC and municipal councils for endorsement once complete. It is anticipated that the final draft will be brought to DPC for review at an upcoming DPC meeting.

**b) South East Concept Plan:**

No update

c) R.M. Floodplain Policy Update:

No update

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

None

**8. Rezoning & Subdivision Application(s):****a) SUBDIVISION: 2021/54****BYLAW: 03/22**

Owner/Applicant:	David Greenwood
Legal Land Description:	SE 30-37-6-W3 Ext 11
Council Division:	4
File Manager:	Kristie Muzyka

The Commission requested further information about the hazard land interest being registered on title; Corman Park Administration explained that the purpose of the interest is to notify any future landowner that portions of the parcel may be prone to flooding in high water years. The Commission also discussed the future potential subdivision of the source parcel and sought clarifications from Corman Park Administration that the source parcel has reached its limit of 20 acres subdivided out, but the two 10 acre sites could be further subdivided.

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

*“That the application of David Greenwood to rezone a portion of SE 30-37-6-W3- from D-Agricultural District 1 (DAG1) to D-Agricultural Residential 1 District (DAR1) and subdivide one 10.01 acre (4.05 ha) parcel labelled as Parcel ‘B’ as shown on the Plan of Proposed Subdivision prepared by Meridian Surveys Ltd. dated September 2, 2021 be APPROVED subject to:*

- i. The applicant being solely responsible for all of the costs of the rezoning and subdivision process, including the provision of Municipal Reserve in the form of cash-in-lieu;*
- ii. The applicant will be required to enter into a servicing agreement for the remittance of the required subdivision servicing fee;*
- iii. The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority;*
- iv. 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 Water Security Agency, the Saskatchewan Health Authority, the Ministry of Environment, the Ministry of Highways and the Ministry of Parks, Culture and Sport;*
- v. The Saskatchewan Activity Restriction Guidelines must be followed to mitigate potential impacts to migratory species that use the adjacent wetland;*
- vi. If any whooping cranes are observed in the nearby wetlands during construction, the property owner is advised to contact the Ministry of Environment to report the sightings;*

- vii. *The property owners shall not block, divert, or otherwise alter natural drainage patterns without prior consent from the Water Security Agency;*
- viii. *Prior to issue of a development permit, the applicant is required to submit elevations for the centerline of Township Road 374 so a Minimum Building Elevation (MBE), including any required safety factors, can be established;*
- ix. *Any new approaches to Parcel 'B' and the remnant shall be constructed subject to consultation with, and approval from, the R.M. of Corman Park;*
- x. *The construction of any buildings on Parcels 'B' or the remnant shall require the approval of a development permit and building permit from the R.M. of Corman Park;*
- xi. *Parcel 'B' is subject to a development height restriction of approximately 675m amsl (meters above sea level) as required by the Saskatoon Airport Zoning Regulations;*
- xii. *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; and*
- xiii. *Bylaw 03/22 receiving Ministerial approval from the Ministry of Government Relations.”*

CARRIED

## **9. Subdivision Application(s):**

### **a) SUBDIVISION: 2021/52**

Owner/Applicant:	Ministry of Highways
Legal Land Description:	Parcels A and B, Plan 102230390, E 1/2 20-38-5-W3
Council Division:	7
File Manager:	Adam Toth

Commission member G. Philipchuk inquired if the application came from the City of Martensville or the Ministry of Highways. Corman Park Administration confirmed that the applicant was the Ministry of Highways and intermunicipal discussions occurred as part of the subdivision referral. The Commission inquired about how the DAG1 zoning would be implemented given that the sites are too small to be considered agricultural holdings. Corman Park Administration confirmed that the current public improvement parcel class deems the parcel equivalent to a roadway parcel, which is exempt from zoning considerations; once annexed into the City of Martensville, the parcels will be subject to urban zoning.

The Commission discussed whether or not it was appropriate for the representatives from the City of Martensville to vote on the motion, given the location of the file. It was determined that no conflict of interest existed as the members did not stand to gain personally from the application and are entitled to represent the interests of their municipality on the Commission.

Motion: B. Sylvester / Reeve J. Harwood

*“That the application of the Ministry of Highways to subdivide parcels ‘C’ and ‘D’ for Public Improvement and parcels ‘R’ and ‘S’ for Road Widening at Parcels A and B, Plan 102230390, E 1/2 20-38-5-W3 be APPROVED subject to:*

- i. *A formal annexation of the newly subdivided parcels being initiated by the City of Martensville immediately after registration at land titles;*
- ii. *The newly created parcels remain classed as ‘public improvement’ at Information Services Corporation while located within the corporate limits of the R.M. of Corman Park;*

- iii. *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, Water Security Agency, Ministry of Parks, Culture and Sport, and the Saskatchewan Health Authority; and*
- iv. *Provision or relocation of utility services is at the applicant's expense and responsibility to the satisfaction of the affected utility departments."*

CARRIED

**10. Discretionary Use Application:**

<b>a)</b>	<b>DISCRETIONARY USE</b>	<b>2021/81</b>
Owner/Applicant:	Acadia Investments Ltd. (authorized by BizHub Industrial Park)	
Legal Land Description:	Lots 2 & 3, Block 6, SW 19-37-5-W3	
Council Division:	4	
File Manager:	Jeremy Dela Cruz	

Commission member G. Phillipchuk asked for procedural clarity about why the application was being presented to the P4G DPC. Corman Park Administration explained that it was a discretionary use and all discretionary uses are brought to the DPC for a recommendation. The Commission asked about the nature of the concerns that were received from a neighbouring property owner during the referral process, to which Corman Park Administration responded that the concerns were primarily about the possibility of dust issues. Commission member B. Froese-Kooijenga questioned the paving status of Beam Road and asked Corman Park Administration to follow up with more information as part of the Council report.

Motion: Councillor B. Froese-Kooijenga / Councillor R. Donauer

*"That the application submitted by Acadia Investments Ltd. to establish a Construction Yard on Lots 2 & 3, Block 6 in SW 19-37-5-W3 be APPROVED, subject to:*

- i. *Prior to the issuance of the development and building permit the applicant providing:
 
  - a. *an engineered drainage plan that includes pre and post runoff volumes, in compliance with the approved drainage report prepared by UMA Engineering Ltd.; and*
  - b. *a landscaping, lighting and parking plan meeting the requirements of the P4G Planning District Zoning Bylaw;**
- ii. *Storage, processing, producing of asphalt is prohibited on both parcels;*
- iii. *The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority;*
- iv. *The construction of any buildings on site shall require approval of a development and building permit from the R.M. of Corman Park;*
- v. *A separate development permit shall be applied for and approved for the placement of a sign, if required;*
- vi. *Obtaining the necessary approvals and complying with the requirements and recommendations of all government ministries and agencies including but not limited to the Saskatoon Airport Authority, Transport Canada and NavCanada;*
- vii. *The applicant applying for and receiving approval from the R.M. of Corman Park for any property approaches; and*
- viii. *The applicant being responsible for all costs associated with the discretionary use process."*

CARRIED

**b) DISCRETIONARY USE: 2021/73**

Owner/Applicant:	Patience Lake Road Business Park Ltd.
Legal Land Description:	NE 10-36-4-W3 Ext 1 and SE 10-36-4-W3 Ext 15
Council Division:	1
File Manager:	Adam Toth

The Commission discussed the proposed 5-year approval timeline and the amount of fill that will accumulate in that timeframe. Corman Park Administration clarified that the 5-year approval recommendation is based on the applicant's proposed timelines, availability of fill materials, and bylaw requirements. Administration also confirmed that any nuisances could be dealt with through bylaw enforcement. The applicant's consultant, B. Delainey, spoke in support of a 5-year approval, clarifying that they believed this to be a sufficient amount of time to continue operations, and that traffic levels should be less than previously experienced as the material moved in this application will be significantly less than during the excavation period.

Motion: Councillor A. Humenuik / Councillor S. Nikkel

*"That the application of the Patience Lake Road Business Park Ltd. to renew an existing Filling, Levelling, and Grading Type II operation on the NE 10-36-4-W3 Ext. 1 & SE 10-36-4-W3 Ext. 15 as a discretionary use for a five-year period be APPROVED subject to:*

- i. The applicant shall obtain the necessary approvals and comply with the requirements and recommendations of all government ministries and agencies including, but not limited to the Ministry of Environment, the Ministry of Highways & Infrastructure, the Water Security Agency and the Saskatchewan Health Authority;*
- ii. Any permanent development within 90 metres of the highway right-of-way requires a permit from the Ministry of Highways. Minimum setback from the existing roadway centreline is 60 metres for homes and 55 metres for trees, shrubs, and commercial development;*
- iii. No new access to Patience Lake Road Provincial Highway No 16-22-44 or municipal roadways will be permitted;*
- iv. Access to SE 10-36-4-W3 shall be to Patience Lake Road Provincial Highway No 16-22-44 via NE 10-36-4-W3, no access will be permitted to Range Road 3042;*
- v. If the nature of the haul changes significantly, the applicant must meet with the Ministry of Highways to negotiate a maintenance agreement for the proposal haul route;*
- vi. The applicant shall not block, divert, or otherwise alter natural drainage patterns without prior consent from the Water Security Agency;*
- vii. The site must be signed to identify hours of operation and acceptable clean fill materials;*
- viii. The applicant shall keep the site in a clean and tidy condition free from rubbish and non-aggregate debris;*
- ix. The applicant shall apply appropriate methods for minimizing the noise created from machinery and equipment through proper location and property screening including locating stock piles to act as a noise barrier;*
- x. The applicant shall use best practices for minimizing dust created from machinery and equipment through water and/or calcium chloride application to the internal roadway until reclamation is completed;*

- xi. No material is to be stored or piled on any road allowance or within 30 m (100 ft.) of the bank of any river or watercourse;*
- xii. The hours of operation shall be 8:30 am to 5 pm Monday through Saturday during the months of March through October;*
- xiii. The applicant installing a stop sign at the existing access approach subject to placement to the satisfaction of the Ministry of Highways;*
- xiv. The applicant be required to provide an updated bond/financial security covering the cost of reclamation in the name of the landowner to the satisfaction of the R.M. of Corman Park;*
- xv. If filling and levelling activities conclude within this approval period, appropriate methods to ensure erosion or sedimentation does not occur shall be undertaken to the satisfaction of the Development Officer;*
- xvi. The applicant providing a written report to the R.M. of Corman Park detailing the amount, type, and source of clean fill material brought onto site in the following manners:*
  - a) on a monthly basis and;*
  - b) signed declarations must be submitted at the end of the two designated yearly haul periods from March 16<sup>th</sup> to November 15<sup>th</sup> and November 16<sup>th</sup> to March 1<sup>st</sup>. Declarations must be sworn or affirmed before a Commissioner of Oaths or a Notary;*
- xvii. The applicant shall provide evidence to the R.M. of Corman Park of compliance with any applicable provincial and federal legislation or regulations including approvals where required; and*
- xviii. The applicant shall be responsible for all costs associated with the discretionary use application.”*

CARRIED

**11. Textual Amendments:**

None

**12. Other**

<b>a) SUBDIVISION</b>	<b>2022/02</b>
Owner/Applicant:	York Realty Inc. on behalf of BizHub Developments Ltd.
Legal Land Description:	Lots 5 & 6, Block 7, Plan 1023670432, SW 19-37-5-W3
Council Division:	4
File Manager:	Cory Boudreau

The Commission made a general inquiry about the number of developed lots in BizHub and Corman Park Administration confirmed not all the lots have been developed in all phases.

Motion: B. Sylvester / Mayor K. Muench

*“That the request submitted by York Realty Inc. on behalf of BizHub Developments Ltd. to consolidate Lot 5-Blk/Par 7-Plan 102367043 Ext 0 & Lot 6-Blk/Par 7-Plan 102367043 Ext 0 within the SW 19-37-5-W3 be APPROVED subject to:*

- i. Prior to the issuance of the development and building permit the applicant providing:*

- a. *an engineered drainage plan that includes pre and post runoff volumes, in compliance with the approved drainage report prepared by UMA Engineering Ltd.; and*
- b. *a landscaping, lighting and parking plan meeting the requirements of the P4G Planning District Zoning Bylaw;*
- ii. *The installation of any new plumbing and sewage systems shall be permitted, inspected and approved by the Saskatchewan Health Authority;*
- iii. *The construction of any buildings on site shall require the approval of a development permit and building permit from the R.M. of Corman Park;*
- iv. *A separate development permit shall be applied for and approved for the placement of a sign, if required;*
- v. *Prior to the issuance of the development and building permit, 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 Saskatoon Airport Authority, Transport Canada and NavCanada;*
- vi. *The applicant applying for and receiving approval from the R.M. of Corman Park for any future approaches; and*
- vii. *The applicant being responsible for all costs associated with the consolidation process.”*

CARRIED

### **13. Adjournment**

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