

Village of Neville

Official Community Plan

Bylaw No. 4-2022

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1. Pursuant to Sections 29 and 32 of *The Planning and Development Act, 2007*, the Council of the Village of Neville hereby adopts the Official Community Plan, identified as Schedule "A" to this Bylaw.
2. The Mayor and Administrator are hereby authorized to sign and seal Schedule "A" which is attached to and forms part of this Bylaw.
3. This Bylaw shall come into force on the date of final approval by the Minister of Government Relations.

Read a First Time the _____ day of _____ , _____
Read a Second Time the _____ day of _____ , _____
Read a Third Time and Adopted the _____ day of _____ , _____

Mayor

Village Seal

Administrator

Certified a True Copy of the Bylaw adopted by Resolution of Council
on the _____ day of _____ , _____

Village of Neville

Official Community Plan

Schedule "A" to Bylaw No. 4-2022

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1. Introduction

1.1. Purpose & Authority of the OCP

In accordance with Sections 29 and 32 of *The Planning and Development Act, 2007* (The Act), the Village of Neville (the Village) Council has prepared and adopted this Official Community Plan (OCP) to provide long-term strategic direction for managing future growth and development. The OCP will be primarily implemented by the corresponding Zoning Bylaw, as well as other policies, procedures, and future projects outlined herein.

1.2. What is an OCP?

The OCP is a comprehensive policy document that establishes the Village’s vision for the future and a framework for the physical, economic, environmental, social, and cultural development of the municipality. In this sense, it is a tool to guide future decision making and administrative procedures. All other related Village policies, standards, and bylaws should reflect the direction of the OCP. Should there be any direct conflict with another Village policy or bylaw, then the position that aligns best with the OCP will prevail. The OCP must also be consistent with *The Statements of Provincial Interest Regulations* (SPIs) and all other provincial land use policies.

1.3. The OCP Creation Process

In 2021, the RM of Lac Pelletier No. 107, RM of Auvergne No. 76, Town of Ponteix, RM of Wise Creek No. 77, and Village of Neville joined together and recognized that it would be beneficial to their region, as well as to each individual municipality, to prepare new Official Community Plans and Zoning Bylaws. In collaboration with SARM, the Municipalities applied for, and were successfully awarded a Targeted Sector Support (TSS) grant to develop new planning bylaws for each municipality. This OCP is the result of that collaboration.

As summarized in **Figure 1** below, the creation of the OCP was divided into three phases involving substantial research, analysis, stakeholder and public consultation, and testing of various policy options. Please refer to the **Background Report** for an extensive summary of the background research and analysis. It is important to note that the creation and adoption of the OCP is but the first step towards achieving the Village’s vision and goals for the future. Implementation of the OCP will require ongoing commitment by Village Council, administration, stakeholders and the community.



Figure 1: The OCP Creation Process

1.4. Organization of the OCP

The OCP is composed of five major sections.

- **Section 1.0** includes important information on what an OCP is for and how to use it;
- **Section 2.0** provides background information and context on the Village itself;
- **Section 3.0** provides the foundation of the OCP: the Village's Vision and Goals;
- **Section 4.0** contains the planning objectives and policies that apply to the entire Village or to specific Land Use Policy Areas that are demonstrated on the **Exhibit A: Future Land Use Map**; and
- **Section 5.0** contains the procedures and tools for administering, monitoring, and implementing the OCP.

1.5. How to use the OCP

For any OCP to be effective, it must be easy to comprehend and navigate. The following is a general guide intended to assist the reader in using the OCP in relation to a proposed project, amendment, or other development issue:

- **Step 1:** Review **Exhibit A: Future Land Use Map** to determine the characteristics of the subject land and the surrounding area.
- **Step 2:** Review the objectives and policies in **Section 4.0** that apply to the subject land and the proposed development and use.
- **Step 3:** Evaluate whether the proposed development and use conforms to the intent of the OCP Vision, Goals, Objectives and Policies, or whether an OCP amendment would be necessary in accordance with **Section 5.0**.

Generally, the OCP's Vision, Goals, Objectives, and Policies can be interpreted as follows:

- **Vision:** the ambitious, yet achievable, long-term target state for the Village as formulated by the Council and the community's input.
- **Principles:** the broader community planning goals for the Village
- **Objectives:** more specific goals to address or mitigate ongoing or potential issues.
- **Policies:** statements that are either rules or direct actions intended to achieve the objectives.

When preceding a policy statement or encountered elsewhere in this Plan, the following words are to mean:

- **'Shall'** means the action is obligatory.
- **'Should'** means that in order to achieve plan objectives, it is strongly advised that the action be taken.
- **'May'** means the action is optional.

1.6. Key Definitions

The definitions contained in the **Village of Neville Zoning Bylaw No. 5-2022** shall apply to this OCP. Below is a list of key definitions that are frequently used in the OCP:

Agricultural Use: The use of land, buildings or structures for the purpose of animal husbandry; fallow; field crops; forestry; market gardening; pasturage; private greenhouses; and, includes the growing; packing; treating; storing; and, sale of produce produced on the premises and other similar uses customarily carried in the field of general agriculture.

Commercial Use: The use of land, building(s), or structure(s) for the purpose of buying and selling commodities, and supplying professional and personal services for compensation.

Conservation: The planning, management and implementation of an activity with the objective of protecting the essential physical, chemical and biological characteristics of the environment.

Development: The carrying out of any building, engineering, mining or other operations, in, on, or over land, or the making of any material change in the use or the intensity of any building or land.

Environmentally Sensitive Lands: As defined in *The Statements of Provincial Interest Regulations*.

Hazardous: A use, substance, or industry that, because of its quality, concentration or physical or chemical infectious characteristics, either individually or in combination with other substances on the site, is an existing or potential threat to the physical environment, to human health or other living organisms.

Industrial Use: The use of land, buildings or structures for the manufacturing, processing, assembling, fabrication, warehousing, and/or storage of goods and materials.

Institutional Use: The use of land, buildings or structures for religious; charitable; educational; health; or, welfare purposes and included churches; public or private schools; nursery schools; hospitals; and, special care.

Recreational Use: The use of land and buildings for parks, trails, and open space; and leisure and sports facilities.

Residential Use: The use of land, buildings or structures for human habitation.

Sustainability: meeting present needs without compromising the ability of future generations to meet their needs.

2. Background

This section provides important background information on the Village, as well as the process for creating the OCP and the major issues it intends to address. For additional background information, refer to the corresponding **Background Report**.

2.1. Village Overview

2.1.1. Location

The Village of Neville is a small agricultural village located on traditional Treaty 4 territory, the original lands of the Cree, Ojibwe, Saulteaux, Dakota, Nakota, Lakota, and on the homeland of the Métis Nation. As shown in **Figure 2**, Neville is in southwest Saskatchewan within the RM of Whiska Creek No. 106, just outside the eastern boundary of the RM of Lac Pelletier No. 107, approximately 48 km south of the City of Swift Current, which is the region’s primary service centre. Neville is located on the north side of Highway #43 and the Vanguard Subdivision railway of the Great Western Railway network. The existing built-up area is a compact grid of 12 blocks lined in a north-south orientation that is surrounded by vast agricultural land.



Figure 2: Map of the Village of Neville

2.1.2. Demographics

As shown in **Figure 3**, the Village's population is 88 people according to the 2021 Census, which has remained stable, or even increased slightly since it reached a low point of 65 people in the 2006 Census. According to the 2016 Census, the Village has a median population age of 39.5 years, which is younger than the RM of Lac Pelletier (46.3 years) and the RM of Wise Creek (52.9 years) but is actually about ten years older than the median population age of the RM of Whiska Creek. This may be attributed to the presence of Millar College in the Hamlet of Pambrun just 13 kms to the east down Highway No. 43.

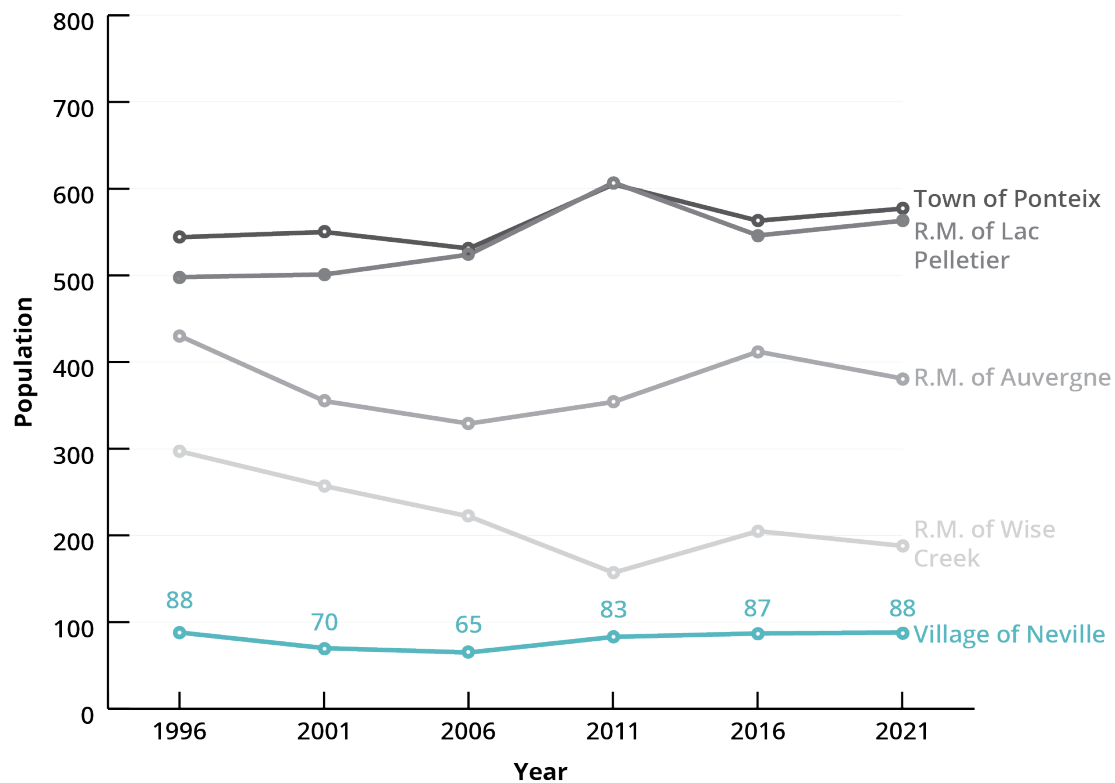


Figure 3: Population of the Village of Neville, 1996-2021

2.2. Key Considerations

The following priorities were identified in discussions with the Village of Neville Administration and Council:

- Encourage development that complements and enhances existing land use patterns and community character.
- Embrace the Village's heritage and culture.
- Promote economic, social, and environmental sustainability.
- Make efficient investments in community infrastructure, utilities, and services that provide the greatest value to residents.
- Outline tools for assisting with implementation of the OCP as well as collaborating with partners in the region.

3. Vision & Goals

3.1. Vision

The Vision Statement is the aspirational, yet achievable, long-term target state for the Village as created by Council and the community.

The Village of Neville is a peaceful and friendly community within Southwestern Saskatchewan that combines affordable small-town living with rich heritage. Through innovative strategies, collaborative partnerships, and a community that is committed to helping each other, Neville is prepared for a productive and sustainable future.

3.2. Goals

Goals are broad aspirational statements that work toward the Village's Vision Statement, grouped into major themes.

- 1. Establish Fair & Clear Rules**
Create clear, consistent, and flexible (when appropriate) land use policies, regulations, and processes in order to implement the OCP's Vision, Goals, and Objectives.
- 2. Grow the Population**
Provide a diversity of housing types and tenures for people of all ages and abilities.
- 3. Grow the Local Economy**
Protect and enhance the local industries, while also encouraging new economic development that builds on regional assets and opportunities.
- 4. Manage the Quality and Viability of Infrastructure and Services**
Deliver efficient and effective municipal services, physical infrastructure, and community programming. At the same time, the initial and maintenance costs must be considered, as to ensure it is economically viable in the long term.
- 5. Develop a Healthy, Safe, Inclusive, and Sustainable Community**
Encourage development and activity that contribute positively to the physical, social, economic, and environmental health of the Village. Neville strives to be a safe, accessible, and equitable community for residents of all ages and backgrounds
- 6. Strengthen Partnerships**
Collaborate with neighbouring municipalities, First Nation and Metis communities, senior governments, community organizations, and community members on shared interests.



4. Objectives & Policies

An old picture of Neville looking towards the northeast over Railway Avenue (prairie-towns.com)

4.1. Environment & Community Health

As a community with strong ties to the productive agricultural land that it's surrounded by, Neville and its residents have a long history of environmental awareness and connection to the land. The Village is committed to balancing growth and development with the health of community members and the environment. Importantly, these outcomes should not be viewed as either/or scenarios, but rather, as interrelated factors for building a healthy and sustainable community. Whether related to protecting natural areas and resources or ensuring equal access to services for people of all ages and abilities, decisions regarding future development in the Village must consider social, environmental, and economic outcomes collectively. In accordance with this approach, the intent of the following objectives and policies is to provide guidance on environmental and community health matters in the Village.

4.1.1. Objectives

1. Conserve environmentally-sensitive areas and protect the quality and health of groundwater and surface waterbodies.
2. Work with the Province and other partners in the region to protect and promote the health, safety, and well-being of all community members.
3. Ensure private and public development is free of barriers for residents of all ages and abilities.
4. Reduce GHG emissions and prepare for impacts of climate change.

4.1.2. Policies

1. Environmental and Ecological Conservation

- a. No development shall unduly hinder the ecological value, integrity and management of environmental resources within the Village.
- b. The Village should work with governments, private agencies, and conservation groups to identify and protect ecologically valuable and environmentally sensitive lands.
- c. In accordance with **Section 5.2.4**, Council may dedicate lands as Environmental Reserve to protect riparian areas, native grasslands, wildlife habitats, or other environmentally sensitive areas.
- d. The Village may require a technical study to be completed in support of any development application in accordance with **Section 5.2.6** to ensure ecologically valuable and environmentally sensitive lands are conserved.

2. Climate Change Adaptation

- a. The Village should acknowledge and initiate preparations for the impacts of climate change and extreme weather events on the Village and its residents, including during the planning and locating of public works.
- b. The Village should consider strategies to reduce the environmental footprint of all their facilities, services, and operations.
- c. Encourage public and private investment in sustainable development and technologies including alternative energy systems such as solar and wind.
- d. Consider community and regional fire protection measures such as emergency escape routes, firebreaks, and emergency services adjacent to areas at risk of wildfire.
- e. Encourage the prominent planting of native and non-invasive tree species and vegetation that minimize or eliminates the need for irrigation.

3. Urban Tree Canopy

- a. The protection of mature trees in the Village shall be encouraged to maintain community character and air quality, which may be strengthened through a Tree Protection Bylaw or Urban Forestry Plan.
- b. A diverse stock of local tree species should be maintained in parks, open spaces, pathways, and busy sidewalks in residential and commercial areas to provide shade and reduce the urban heat island effect.
- c. Developers should be encouraged to provide a landscaping plan with provisions to plant a minimum number of trees as part of the development review and approvals process.

4. Accessible and Age-Friendly Development

- a. The Village should encourage universal accessibility design standards to be considered and included in the development of all public and private spaces throughout the community.
- b. Support the ability of seniors to age-in-place in the community by encouraging varying levels of home care, intergenerational living arrangements, and through design solutions such as walking paths and resting spaces.
- c. Provide safe and accessible public spaces for all ages including seniors and children.

5. Surface and Groundwater Protection

- a. The Village will work with the Water Security Agency (WSA) and any other appropriate regional, provincial, and federal agencies to preserve and enhance water quality and quantity.
- b. Support the implementation and evolution of the Old Wives Lake Watershed Plan.
- c. Commit to the protection of public health and the environment through the use of water management strategies that:
 - i. Maintain healthy ecosystems;
 - ii. Provide safe and reliable drinking water; and
 - iii. Manage waste and storm water to the greatest possible extent within financial limitations.
- d. Ensure that development shall not deplete or pollute drinking water resources within the Village and broader region.
- e. The Village may require a technical study to be completed in support of any development application in accordance with **Section 5.2.6** to ensure that the quality and quantity of water resources will not be adversely impacted.

6. Flooding, Slumping, and Slope Instability

- a. Hazardous lands subject to flooding, erosion, landslides, or subsidence should generally be left in its natural state unless developed for low intensity uses such as open space and passive recreation.
- b. Development of new buildings or additions to buildings within the floodway of the 1:500 year flood elevation of any other watercourse or water body should be prohibited. Flood proofing of new development to a safe building elevation of, at minimum, 0.5 metres above the 1:500 year flood elevation shall be required.
- c. The WSA will be the primary source for technical advice in determining whether a proposed development may be prone to flooding issues, including whether the land is located within the 1:500 year flood elevation and whether mitigation strategies or flood-proofing are required.
- d. Any proposed development on lands that are subject to potential flooding, slumping, or slope instability should require a geotechnical study to be completed in accordance with **Section 5.2.6**. Said studies shall address means to eliminate or reduce risks to acceptable standards, as determined by the Village and the appropriate Government Ministry or Agency.

7. Incompatible Uses & Hazardous Lands

- a. The Village shall generally discourage residential development within 457 metres of land used or authorized for use as a sewage treatment plant or sewage lagoon in accordance with *The Subdivision Regulations, 2014*, but may consider residential development or subdivisions that are a minimum 200 metres from the sewage lagoon in consultation with Community Planning and the Water Security Agency.
- b. No development shall be allowed within 125 metres of an existing, proposed, abandoned, reclaimed oil or gas well or facility in accordance with *The Subdivision Regulations, 2014*.
- c. The Village shall require the assessment of potentially hazardous or contaminated sites, and if necessary, require action to mitigate or remediate the site to an acceptable and safe standard.

- d. Development that involves the production, handling, or storage of hazardous material shall be adequately and safely contained and separated from areas and buildings used for human use and/or occupation.
- e. Development that involves the potential for hazardous discharges into the air, soil, or water shall be prohibited.

4.2. Residential Development

According to the 2016 Census, there are 35 occupied private dwellings, all of which are single-detached homes. The objectives and policies that follow are intended to encourage responsible residential development in appropriate areas that supports growth and provides a variety of lifestyle options for people of all life stages. In particular, the priority is to direct future residential development to vacant or underutilized sites in already serviced areas, of which there are many. In the event that growth exceeds the capacity of existing serviced areas, the most suitable lands for future greenfield development are the vacant Blocks 13, 14, and 15 to the west of York Street, followed by the vacant agricultural land immediately surrounding the built-up area.

4.2.1. Objectives

- 1. Encourage infill development on presently vacant or underutilized land within the existing and already serviced residential areas.
- 2. Identify suitable areas for greenfield development and to ensure cost-efficient planning, servicing, and phasing of residential subdivisions.
- 3. Ensure that development and uses of residential properties are compatible and complementary with existing Village character.
- 4. Ensure that residential buildings are constructed and maintained to acceptable standards.

4.2.2. Policies

1. General Residential Policies

- a. The Village shall use the tools available to them to ensure residential development is designed and constructed in compliance with the OCP, Zoning Bylaw, and the relevant building codes as described in **Section 5.2.7**.
- b. The Village shall consider the capacity of existing servicing infrastructure and community services, such as schools, green space, and health care facilities, when reviewing new residential development proposals.
- c. The Zoning Bylaw will permit two-unit dwellings in all existing and new residential areas.
- d. Secondary, garden, and garage suites may be allowed in all existing and new residential areas provided they comply with the provisions of the Zoning Bylaw.
- e. Opportunities for affordable and rental housing options, as well as supportive housing, such as care homes and day care centres, should be encouraged in all compatible areas of the Village.
- f. Home-based businesses shall be encouraged if it can be demonstrated the business will not create any undue nuisance, traffic congestion, or detract from the residential character of the area.
- g. Encourage innovation in residential building design including co-housing, modular and flexible units, intergenerational living, low-impact development, passive housing, and other energy efficient design strategies.

2. **Existing Residential Areas**
 - a. Development priority shall be given to vacant and underutilized land in existing residential areas. In particular, preference shall be given to lands currently serviced by the municipal wastewater system, encouraging the productive use of existing municipal infrastructure.
 - b. Established development standards shall generally be maintained in existing neighbourhoods, including building heights, setbacks, and lot coverage, consistent with requirements set out in the Zoning Bylaw.
 - c. Infill development that complements established community character will be encouraged.
3. **New Residential Areas**
 - a. New residential subdivisions will be encouraged to locate in areas where municipal services can be economically extended to without causing prohibitive immediate or future costs to the Village, such as the vacant Blocks 13, 14, and 15 to the west of York Street and the vacant agricultural land immediately surrounding the built-up area.
 - b. New residential subdivisions should occur in a generally contiguous manner, as to ensure integration with the adjacent neighbourhoods and connectivity to existing services and amenities.

4.3. Commercial & Industrial Development

Agriculture is and will continue to be the primary sector within the region. Prime example of that is grain elevator which operates as a seed cleaning plant on Railway Avenue. Unfortunately, many if not all the local businesses that once lined Warwick Street have closed down over the years. In the event that commercial or light industrial uses were to return to Neville, then they would be directed to Railway Avenue for higher intensity uses on larger sites or the most southern block of Warwick Street for more local smaller-scale uses, which still contains a drop-in centre, fire hall, post office, museum, and municipal offices for the Village and the RM of Lac Pelletier. The intent of the following objectives and policies is to accommodate a wide range of commercial uses in appropriate locations identified on the **Future Land Use Map** that enhance available amenities and contribute to economic development and a more diversified tax base.

4.3.1. Objectives

1. Support and strengthen local businesses and promote economic development.
2. Enhance the appeal of Warwick Street as the central location that contains a mix of local amenities, attractions, and services.
3. Provide opportunities for larger scale highway commercial and light industrial uses on Railway Avenue.
4. Minimize land use conflicts between commercial and industrial uses with residential areas.

4.3.2. Policies

1. General Policies

- a. Encourage new commercial development in existing commercial areas as identified on **Exhibit A:Future Land Use Map** that add amenity for residents, attracts visitors, and acts as a catalyst for future economic development.
- b. In addition to home-based businesses, opportunities for small-scale neighbourhood commercial uses such as coffee shops may be considered in strategic locations in existing or new residential areas.
- c. Support the development or re-development of vacant or underutilized commercial sites within the Village.
- d. The Village should consider strategies and programs to help retain and promote existing businesses while attracting new ones.

2. Local Commercial Development

- a. The south end of Warwick Street shall be prioritized as the primary location for retail activity, professional services, and cultural activities in the community.
- b. Vacant sites and buildings may be considered for community uses such as community gardens, farmers' markets, and pop-up shops or events.

3. Regional Commercial and Industrial Development

- a. Regional commercial and industrial uses that require larger sites, some outdoor storage, significant parking and loading demands, and greater access to the Highway shall be encouraged to locate on Railway Avenue.
- b. Parking and loading areas shall be designed to ensure there is safe and efficient traffic flow into, and within these area, especially in regards to heavy truck traffic.
- c. Techniques such as landscape buffers will be employed to minimize noise, aesthetic, and traffic impacts on adjacent or neighbouring land uses.
- d. The Zoning Bylaw will include a range of light to medium industrial uses that support the Village and region's staple and emerging economic sectors.
- e. The Zoning Bylaw shall regulate the intensity and standards for all forms of industrial development including provisions for outdoor storage as well as adequate buffering from adjacent or surrounding non-industrial uses, and residential uses in particular.
- f. Industrial development of any kind that may pose risks to the well-being of the public, whether due to noise, odour, or other forms of nuisance shall be listed in the Zoning Bylaw as a discretionary use to ensure community concerns are considered and that the Village can impose specific measures or conditions to mitigate risks if necessary.

4.4. Recreation, Culture, & Heritage

The Village of Neville has a small outdoor rink, baseball diamond, playground, and is planning to open a disc golf course in 2022. The Neville Recreation Board promotes recreational activities and services within the Village. Meanwhile, the Village is also proud of its heritage, which is displayed in the popular Village Museum on Warwick Street between the post office and Village office. Other historical sites include the United Church (now empty and owned by the Village) and the Neville school (also closed) located in the northeast corner of the Village. These recreational, cultural, and historic elements, when embraced, can play a key role in making the community a desirable place to live. As such, the intent of these objectives and policies is to provide guidance for protecting and enhancing the Village's recreational, cultural, and heritage assets.

4.4.1. Objectives

1. Celebrate and promote interest in Village events and activities amongst the community.
2. Promote healthy, active, and social lifestyles for people of all ages by providing spaces for either passive or programmed recreational activities in all four seasons.
3. Maximize use of, provide equitable access to, and where possible, enhance the Village's parks and recreational facilities.
4. Identify and preserve cultural and heritage resources in the Village and protect them from incompatible development that may threaten their integrity or operation.

4.4.2. Policies

1. Recreation

- a. Provide a variety of high-quality parks and public spaces designed for programmed and passive uses that keep residents active year-round.
- b. Recreational activities and programming should be made accessible and affordable for all members of the community and neighbours in the region.
- c. Consider placemaking strategies to enhance parks and recreation facilities, and the public realm in general to broaden their appeal and functionality for all users.
- d. Ensure existing and future parks and recreation facilities are properly maintained for the safe and leisurely enjoyment of residents and visitors.
- e. Consider strategies to naturalize parks and open spaces as an alternative to intensive landscaping where maintenance can be difficult, expensive, or detrimental to the natural environment.

2. Culture

- a. Encourage a broad range of artistic and cultural opportunities that are accessible to all residents and visitors.
- b. Assist community groups in the planning and promotion of inclusive cultural events and initiatives.
- c. Provide spaces in Village-owned facilities and spaces for community groups to host events and programming related to arts, culture, and heritage.
- d. Work with the Province and neighbouring municipalities to protect, enhance, and promote Regional, Provincial, and National Parks in the region.

3. Heritage

- a. Heritage resources – including officially designated provincial or municipal heritage sites, those in the process of receiving designation, and others deemed to have legitimate heritage or cultural value – should be protected from incompatible or potentially incompatible land uses that may threaten their integrity, operation, or general public value.
- b. Work with the Ministry of Parks, Culture and Sport's Heritage Conservation Branch and other local community groups and individuals to identify historic sites or buildings in the Village with significant heritage value worthy of recognition and protection.
- c. Support public and private efforts to reuse, renovate or adapt historic sites or buildings in ways that retain and highlight their character-defining elements.
- d. The Village may take any steps warranted to preserve local sites and structures of significance including, but not necessarily limited to, the provisions outlined in *The Heritage Properties Act*.
- e. Consult the Parks Canada *Historic Guidelines and Standards for the Historic Places in Canada* to guide the conservation of sites or buildings owned, regulated, funded or guided by the Village.



An old picture of Neville showing commercial buildings and horse-drawn carriages (prairie-towns.com)

4.5. Infrastructure, Utilities, & Community Services

Water in Neville is from private wells and the lagoon has additional capacity. The Neville landfill is now closed. The landfill in the nearby Hamlet of Pambrun is permitted until April of 2022 while the RM of Whiska Creek explores potential for its conversion into a transfer station or regional landfill. More than just roads and pipes, vital community infrastructure also includes institutional uses and services that keep the community safe, happy, and healthy. The continued provision of municipal infrastructure, utilities and community services will be essential for the future of the Village, the intent of the Objectives and Policies that follow are to ensure that infrastructure improvements, utilities, and community services will be planned, delivered, and maintained in a deliberate, safe, and cost-effective manner.

4.5.1. Objectives

1. Ensure that municipal infrastructure and utilities can accommodate existing and future demand; and conduct any required maintenance or upgrades in a in a timely and cost-effective manner.
2. Optimize the use of existing municipal infrastructure and utilities prior to making further investments.
3. Construct and maintain municipal infrastructure and utilities without imposing detrimental impacts to the environment and the health and well-being of the community.
4. Promote public health, safety, and well-being by ensuring the availability of reliable social, health, and emergency services.

4.5.2. Policies

1. General Policies

- a. The Village should develop and maintain an Asset Management Plan that is in alignment with the OCP to take a proactive approach towards its infrastructure and investment planning.
- b. The Village shall ensure that existing and future planned corridors and easements for public works are identified and adequately protected from incompatible development through the subdivision and development approval processes.
- c. The Village should apply for all relevant and beneficial funding programs available for improvements to public infrastructure and community services.
- d. The Village may use agreements allowed for under The Act such as those listed in **Section 5.2** to ensure they are not solely responsible for costs associated with the provision of infrastructure and services for new developments or subdivisions and to ensure that services and facilities are installed to adequate standards.
- e. The Village may require a technical study in accordance with **Section 5.2.6** to demonstrate the site suitability of a proposed subdivision or development, including whether there is sufficient availability and capacity of infrastructure and servicing to support the proposed use.

2. Water & Wastewater

- a. New developments or subdivisions shall demonstrate that they can be efficiently connected to the municipal wastewater system.
- b. The Village shall consider the capacity of existing servicing infrastructure for proposed developments or subdivisions that require significant water volume and/or contribute significant flows to the sanitary sewer system.
- c. The Village should encourage and raise public awareness of water and wastewater conservation strategies.

3. Solid Waste Management

- a. The Village should continue its environmentally responsible waste management solutions such as the programs for recycling, composting, and the disposal of hazardous household items.
- b. New developments or subdivisions shall be designed to allow for the efficient management and collection of solid waste.
- c. The Village shall continue to efficiently operate and maintain existing waste management facilities, in accordance with provincial regulations, and may explore the regionalization of solid waste management with the RM of Whiska Creek and other partners in the region.

4. Utilities

- a. The Village shall cooperate with SaskPower, SaskEnergy, TransGas, SaskTel, or any other utility provider to ensure the provision of their services are economical and efficient, including the establishment of renewable energy facilities.
- b. Existing public and private facilities shall be protected from incompatible or potentially incompatible land uses that may threaten or adversely affect their continued operation and maintenance.
- c. The applicant of a proposed subdivision or development shall be responsible for the costs of connecting to any required utilities.

5. Road Network

- a. The Village shall continue to maintain and upgrade public roadways as required to ensure they are safe for all transportation modes.
- b. The Village should consider traffic calming measures to slow speeds and provide a safe environment for pedestrians and non-motorized travellers.

6. Development in Proximity to Highways and the Railway

- a. Development setbacks from Provincial highways shall be established through consultation with the Ministry of Highways and Infrastructure (MHI) and the railway company.
- b. In order to reduce potential land use conflicts, maintain public safety, and provide adequate protection of road and rail infrastructure, the RM shall consult with MHI and/or the railway company when any of the following is proposed:
 - i. New subdivision or development is proposed in proximity to a Provincial highway or the railway;
 - ii. New, expanded, or modified rail facilities; or
 - iii. New road / rail crossings including underground services or utilities.
- c. The RM shall consult the Federation of Canadian Municipalities (FCM) and the Railway Association of Canada *Guidelines for New Development in Proximity to Railway Operations* (2013) and any other relevant regulations or guidelines for governing development adjacent to railways.

7. Drainage

- a. Adequate surface water drainage will be required throughout the Village to avoid flooding erosion, and polluting of water resources.
- b. The alteration of natural drainage courses shall be prohibited without the approval of the WSA, Ministry of Environment, and the Village.
- c. The Village should encourage the use of naturalized stormwater facilities and low-impact development strategies to store water during high rainfall or snow melt events that reduce pressure on the municipal wastewater system.
- d. For larger scale developments or those that have the potential for drainage concerns onto a public right-of-way, neighbouring property, or ecologically significant area, the Village should require a drainage or grading plan in accordance with **Section 5.2.6** to ensure there will be adequate surface drainage. The Village may impose conditions to ensure consistent discharge rates are achieved.

8. Community Services

- a. The Village will work with the school divisions and the Ministry of Education on the provision of educational services in the community, including the use of existing or future lands dedicated as municipal reserve for new educational facilities, if required.
- b. Continue to support and work with the Provincial public health agencies and organizations.
- c. Continue to ensure the fire hall and equipment is in fair working condition while ensuring there are a sufficient number of trained volunteers.
- d. Support the joint use of public and private facilities, as well as places of worship, in meeting the educational, cultural, social, and recreational needs of the community.

5. Implementation

5.1. Zoning Bylaw

The Zoning Bylaw will be the primary tool for implementing the objectives and policies of the OCP, and will be adopted in conjunction herewith by the Village.

5.1.1. Purpose

The purpose of the Village Zoning Bylaw is to control the use of land within Council’s jurisdiction in order to provide for the amenity, health, safety, and general welfare of Village residents and visitors.

5.1.2. Content & Objectives

The Zoning Bylaw will implement the land use policies contained in this OCP by prescribing and establishing Zoning Districts for a variety of land uses as well as preferred future development areas and restricted lands. Regulations within each district will govern the range of uses, site sizes, setbacks, building locations and sizes, and any other relevant development standards in accordance with *The Act*.

5.1.3. Development Permits

The application requirements, procedures, and evaluation criteria for considering applications for development permits for permitted uses and discretionary uses, as well as for development appeals and minor variances shall be contained in the Zoning Bylaw.

5.1.4. Amending the Zoning Bylaw

The application requirements, procedures, and evaluation criteria for considering proposed zoning amendments, including map amendments (rezoning) and text amendments, shall be contained in the Zoning Bylaw. Following adoption by Council, all Zoning Bylaw amendments must be approved by the Ministry of Government Relations before they can take effect.

5.2. Other Planning Tools

5.2.1. Subdivision Application Review

The approving authority for subdivision applications is the Director of Community Planning for the Ministry of Government Relations. However, the Village is asked to provide comments on subdivision applications and no subdivision can be approved if it contradicts an adopted OCP or Zoning Bylaw. Should a servicing agreement be required by Council, then Government Relations cannot approve the subdivision until one is signed. Therefore, Council has an important role during the subdivision application review process to:

- Ensure the proposed subdivision complies with this OCP and the Zoning Bylaw;
- Negotiate the terms of the servicing agreement, should one be required; and
- Determine its desired option with respect to the dedication of lands.

5.2.2. Servicing Agreements

In accordance with The Act (s. 172), Council may require the applicant of a proposed subdivision to enter into a servicing agreement to provide municipal services or facilities that directly or indirectly serve the subdivision. The purpose of a servicing agreement is to ensure that the Village does not incur all the costs of servicing a new subdivision and that those new services are installed to municipal specifications and standards. The municipality accepts long-term responsibility for maintaining the services and facilities provided they are installed according to the terms of the agreement.

The Village may also collect servicing fees, also known as off-site fees, intended to help pay for future capital costs of providing, altering, expanding, or upgrading municipal infrastructure required as a result of a new subdivision. However, Council must be able to reasonably demonstrate that the fees are commensurate with the future capital costs. Therefore, in order to provide consistency during servicing agreement negotiations, Council may establish a schedule of servicing fees based on the demand for overall services and public works that the municipality anticipates will be needed over the course of a set term. The off-site fees owed will then be proportioned according to the servicing needs created by the new development and the municipality's overall servicing needs.

5.2.3. Development Levies

In accordance with *The Act* (s. 169 & 170), Council may establish, by separate bylaw, development levies to be collected from the applicant of a proposed development within an existing subdivided area. The purpose of collecting development levies is to recover all or part of the capital cost of providing, altering, expanding or upgrading services and facilities as a result of the development if those capital costs exceed those originally provided for in the subdivision of land. Such a bylaw requires ministerial approval and must be based on studies that establish the impact and associated costs of proposed developments on existing and future municipal infrastructure. Development levies shall not provide for the completion of any work or the payment of any fees previously addressed by a servicing agreement at the time of subdivision.

5.2.4. Dedicated Lands

Dedicated Lands, including Buffer Strips, Walkways, Environmental Reserves, and Municipal Reserves, shall be used in accordance with *The Act* and *The Dedicated Lands Regulations, 2009*. The following policies are intended to guide the Village's approach to dedicated lands:

1. Cash-in-lieu of land dedication should be the preference for satisfying the municipal reserve requirement when reviewing a subdivision application pursuant to **Section 5.2.1**.
2. The Village shall deposit all cash-in-lieu of municipal reserve in a dedicated lands account.
3. Council may authorize expenditures from the account to purchase dedicated lands, or to build or upgrade parks or public recreation facilities within the Village or in other municipalities where the parks or facilities will serve the residents of the Village
4. The Village should work with the Province to dedicate ecologically valuable and environmentally sensitive lands as environmental reserve.
5. If the need for a school site is identified, the Village will work with the Ministry of Education and the school divisions to ensure a suitable school site is chosen and, if necessary, will amend their planning bylaws to accommodate the school's development.

5.2.5. Concept Plans

In accordance with *The Act* (s. 44), the Village may require the preparation of a Concept Plan in support of multiple lot subdivisions, complex rezonings, discretionary use applications, or any major development. The purpose of the Concept Plan is to provide a detailed summary of the proposed development including demonstration of the:

- Rationale for the proposed development;
- Conformity to the OCP and Zoning Bylaw;
- Existing site conditions;
- Development design, land uses, densities, and phasing;
- Site drainage, servicing and utilities strategy including identification of public works corridors and easements; and
- Access and transportation strategy.

The Concept Plan should also demonstrate the suitability of the land for the proposed development, the potential impacts on neighbouring land uses and any environmental considerations and mitigation strategies. If applicable, the Concept Plan should reference any required supporting studies or technical investigations in accordance with **Section 5.2.6** of this OCP.

5.2.6. Supporting Studies & Technical Investigations

Any studies or technical investigations that may be required in support of a proposed subdivision or development such as grading plans, geotechnical / environmental assessments, water/wastewater management plans, infrastructure capacity assessments, heritage resource impact assessment, or traffic impact assessments, must be prepared by a certified engineer or other appropriately licensed professionals with the costs of the study to be borne by the applicant.

5.2.7. Building Bylaw & Permits

The purpose of a Building Bylaw is to regulate construction, repair and maintenance of buildings within the Village. In Saskatchewan, the minimum standard for construction and renovation of buildings throughout the province is the National Building Code of Canada (NBC), the National Fire Code of Canada (NFC), and the National Energy Code for Buildings (NECB). The Village shall ensure these standards are achieved for the health and safety of the community through its building permitting process.

5.3. Inter-Municipal & Regional Collaboration

The Village recognizes the value of regional collaboration – with its population spread over a vast rural area, it is very important to work collaboratively with neighbouring municipalities, senior governments, and other partners in the region. These policies are intended to guide the Village’s collaboration within the following partnerships:

5.3.1. Inter-Municipal Cooperation

1. The Village will confer with its neighbouring rural and urban municipalities to ensure lands of mutual interest are used and developed in a compatible and complementary manner. In particular, the Village will consult with the RM of Whiska Creek No. 106 on proposed development in proximity to the urban-rural boundary.
2. The Village is committed to collaborating with the RM of Whiska Creek No. 106 on any municipal boundary alterations that are deemed to be mutually beneficial and worthy of pursuing.
3. The Village should build and maintain strong communication channels with neighbouring municipalities in order to share information and facilitate collaboration.
4. Pursuant to The Act (s. 32.1), the Village may enter into an inter-municipal development or servicing agreement with another municipality to address issues that cross jurisdictional boundaries.
5. The Village will explore and pursue opportunities to facilitate coordinated regional initiatives including but not limited to:
 - a. Public health and emergency response services;
 - b. Improving regional transportation options (carpooling, ride sharing, etc.);
 - c. Investing in municipal infrastructure;
 - d. Recreational and cultural programming and facilities;
 - e. Environmental management and conservation; and
 - f. Renewable energy production.

5.3.2. First Nation & Métis Relations

1. The Village will promote communication and engagement with First Nation and Métis communities in the region in the spirit of reconciliation.
2. The Village will collaborate with First Nations and Métis communities on local and regional issues of common interest, including land use, and development, and Treaty Land Entitlement.
3. The Village acknowledges the duty to consult with First Nations and Métis communities about potential decisions or actions that may adversely impact Treaty or Indigenous rights.

5.3.3. Provincial & Federal Interests

1. This OCP shall be administered and implemented in conformity with The Statements of Provincial Interest Regulations and any statutes, regulations or legislation of provincial agencies governing land use.
2. Wherever feasible and in the municipal interest, the Village will avoid duplication of provincial regulation.
3. To coordinate planning and growth, the Village will consult with provincial and federal agencies and other organizations where appropriate.

5.4. Public Participation

Fostering a strong culture of public participation and community engagement will be fundamental for the implementation of the OCP. An actively involved and engaged community will help Council address issues of shared importance, minimize negative impacts, maximize public benefits and achieve intended outcomes. The Village will continue to prioritize frequent and transparent communication with residents through a variety of methods. In addition to complying with the mandatory public participation requirements and processes found in *The Act* and the Zoning Bylaw, Council shall apply the following values from the International Association for Public Participation (IAP2) when considering how to engage the community and stakeholders on Village decisions, plans, and projects:

1. Public participation is based on the belief that those who are affected by a decision have a right to be involved in the decision-making process.
2. Public participation includes the promise that the public's contribution will influence the decision.
3. Public participation promotes sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision makers.
4. Public participation seeks out and facilitates the involvement of those potentially affected by or interested in a decision.
5. Public participation seeks input from participants in designing how they participate.
6. Public participation provides participants with the information they need to participate in a meaningful way.
7. Public participation communicates to participants how their input affected the decision.

5.5. Strategic Planning & Financing

The OCP is a statutory document for guiding development and land use in the Village over the next 20 years. As such, the objectives and policies contained in the OCP are intended to act as a framework for guiding future decision-making by Administration and Council. However, the OCP must be more than a reference document. If the Village is to move closer to the future envisioned in the OCP, a clear plan of action and implementation strategy is required. Therefore, the Village may develop a strategic action plan that outlines a schedule of key action items to be completed for achieving the goals of the OCP.

Realizing the vision, goals, and objectives of this OCP may also require substantial investments in community infrastructure and services. Therefore, the Village must proceed with greater strategic integration of its infrastructure management, budgeting and land use planning decisions. The Village must also take a proactive approach to raising revenues with the available financing tools provided through provincial legislation including, but not limited to: *The Local Improvements Act, 1993*; *The Municipalities Act*; and *The Planning and Development Act, 2007*. Finally, the Village must pursue opportunities for funding from senior governments and cost-sharing opportunities with their surrounding partners in the region.

5.6. OCP Monitoring & Performance

The OCP is intended to be a long-term policy document that guides decision-making for the next 20 years. However, it cannot be a static and inflexible document. As new issues, challenges, and opportunities emerge, Council may need to make changes to the OCP to ensure the Village stays on the desired track towards meeting its goals and objectives. In addition to ongoing monitoring, it is recommended that the OCP be formally reviewed every five years to evaluate whether the goals and objectives remain relevant and that the policies are performing effectively.

5.6.1. Amending the OCP

All OCP amendments, whether initiated by the Village or the result of an application, must be approved according to *The Act*. If new development is proposed that does not conform to the OCP, then an application to amend the OCP shall be prepared for review by the Development Officer and Council. Applications to amend the OCP must demonstrate the impact of the proposed change and must be in the best interest of the Village as a whole. The application requirements, procedures, and evaluation criteria for considering proposed OCP amendments shall be contained in the Zoning Bylaw. Following adoption by Council, all OCP amendments must be approved by the Ministry of Government Relations before they can take effect.

5.6.2. Conformity with Provincial Land Use Regulations

The OCP shall be administered and implemented in conformity with applicable provincial land use policies such as *The Statements of Provincial Interest Regulations* in cooperation with provincial ministries and agencies. Council will review this Plan and the Zoning Bylaw for consistency with new provincial land use policies adopted pursuant to *The Act*. Wherever feasible and in the best interest of the Village, Council will avoid duplication of regulation of activity and development governed by existing provincial regulation and controls.

5.7. Future Land Use Map

Exhibit A: Future Land Use Map is attached to and forms part of this OCP. It is a general illustration of the Village's existing land use and development patterns. Any proposed development or use that contradicts any objective or policy of the OCP in relation to the **Future Land Use Map** will require an OCP amendment in accordance with **Section 5.6.1**.

Exhibit A: Future Land Use Map