

TOWN OF OXBOW

SASKATCHEWAN



OFFICIAL COMMUNITY PLAN

BYLAW NO. XXX

DATE: XXXX

Town of Oxbow

Bylaw No. xxx

A Bylaw to Adopt an Official Community Plan

- a) Pursuant to Section 29 of *The Planning and Development Act, 2007*, the Council of the Town of Oxbow hereby adopts Schedule A, known as the Official Community Plan, which is attached to, and forms part of, this Bylaw.
- b) This Bylaw shall come into force on the date of final approval by the Minister of Government Relations.

Read a first time this xx day of xx, 20xx.

Read a second time this xx day of xx, 20xx.

Read a third time and passed this xx day of xx, 20xx.

CERTIFIED a true copy of Bylaw No. xx

Adopted by Resolution of Council on
date.

MAYOR

SEAL

ADMINISTRATOR

Schedule A

Town of Oxbow

Official Community Plan

Bylaw No. xx

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1 INTRODUCTION

1.1 ENABLING LEGISLATION

Sections 29, 31, and 32 of *The Planning and Development Act, 2007* (PDA or Act) authorize a municipal council to prepare an official community plan in consultation with a Registered Professional Planner. The Town of Oxbow (Town) has prepared and adopted this official community plan to provide long-term strategic direction for managing growth and development within the municipality.

1.2 TITLE

This Bylaw shall be known and may be cited as the “Town of Oxbow Official Community Plan” (OCP or Plan).

1.3 PURPOSE OF AN OFFICIAL COMMUNITY PLAN

The purpose of the OCP is to provide a comprehensive policy framework to guide the physical, environmental, economic, social and cultural, development within the municipality. The OCP establishes the municipality’s goals, objectives, and priorities with respect to land use and development and identifies policies aimed at achieving these goals.

- a) As per the PDA, an OCP shall incorporate, insofar as practical, any applicable provincial land use policies and statements of provincial interest.
- b) An OCP shall contain statements of policy with respect to:
 - i. Sustainable current and future land use and development in the municipality;
 - ii. Current and future economic development;
 - iii. The general provision of public works;
 - iv. The management of lands that are subject to natural hazards, including flooding, slumping and slope instability;
 - v. The management of environmentally sensitive lands;
 - vi. Source water protection;
 - vii. The means of implementing the Plan;
 - viii. The co-ordination of land use, future growth patterns and public works with adjacent municipalities;
 - ix. If the municipality has entered into an intermunicipal development agreement pursuant to section 32.1, the implementation of the intermunicipal development agreement;
 - x. The provision of municipal reserve for school purposes, including policies that:
 - a. Ensure the creation of municipal reserve sites suitable in size to be used for school purposes;

- b. Designate the location of municipal reserve sites to be used for school purposes; and
 - c. Provide for the dedication of land or money in lieu of land through the subdivision process that supports equity for all subdivision applicants and municipalities within the region; and
 - xi. The management of lands that are in proximity to existing or proposed railway operations.
- c) An OCP may:
- i. Address the co-ordination of municipal programs relating to development;
 - ii. Contain statement of policy regarding the use of dedicated lands;
 - iii. Contain concept plans pursuant to section 44 of the PDA;
 - iv. Contain a map, or series of maps, that denote current or future land use or policy areas;
 - v. If a council has been declared an approving authority pursuant to subsection 13(1) of the PDA, contain policies respecting site plan control for specific commercial or industrial development pursuant to section 10 of the PDA; and
 - vi. Contain any other statements of policy relating to the physical, environmental, economic, social or cultural development of the municipality that the council considers advisable.



1.4 APPLICABLE LANDS

This OCP shall apply to all the lands within the limits of the Town. Development shall not be carried out unless it is in conformance with this OCP.

2 MUNICIPAL VISION AND GOALS

2.1 VISION STATEMENT

The Town of Oxbow provides leadership on municipal stewardship, financial efficiency, and economic growth and development. A focus on citizen engagement and strong relationships contribute to community and individual well-being, making Oxbow the most family-friendly town in Saskatchewan.

2.2 MISSION STATEMENT

The Town of Oxbow is a municipal corporation governed by the Mayor and Council, responsible to tax payers, residents, and businesses to provide good governance, provide wise stewardship of public assets, develop and maintain a safe and viable community, provide services and facilities and foster economic, social, and environmental well-being.

2.3 AREAS OF INTEREST RELATED TO PLANNING

This subsection outlines some areas of interest, strengths, and challenges related to planning, which were identified by the Town during the development of the planning bylaws:

- a) The Town provides all the essential needs of a small community including safety, cost-efficient infrastructure, accessible and affordable recreational programming, and family events, making the Town an ideal place to live.
- b) Empty businesses and vacant lots along Main Street, including beautiful heritage property known as the Greer Block, which used to house the Royal Bank.
- c) Physical expansion of the Town's boundaries. The Town is somewhat landlocked. There is not a lot of useable/developable land within town limits.
- d) Housing and Temporary Accommodations:
 - i. The oil and gas industry attracts a relatively high population of temporary residents who require accommodation.
 - ii. Local businesses also generate an influx of temporary employees, including new Canadians. Housing is inadequate to support the number of workers.
 - iii. There is a need for additional housing options and rental properties. The number and availability of rental properties and temporary accommodations are not sufficient to meet the housing needs of the temporary workers/residents and there are no hotels, motels, or temporary vacation homes (air bnbs).
- e) The current zoning bylaw is outdated and limits opportunities for growth and development.

2.4 COMMUNITY VALUES

2.4.1 OPENNESS

We demonstrate openness through transparency and communications with all stakeholders, including seeking feedback from the community. We are approachable, collaborative, and inclusive.

2.4.2 TRUST

We build trust by delivering on our commitments, by being efficient, and demonstrating competency and capability of our Administration and Council.

2.4.3 ACCOUNTABILITY

We are accountable to our role as a municipal corporation, including sound financial management, responsiveness to community, and stewardship of assets on behalf of our stakeholders.

2.4.4 CONFIDENCE

We demonstrate leadership and confidence in our proactive, solutions-based approach to municipal stewardship. We set achievable goals with reasonable plans to achieve them and apply resources against them.

2.5 COMMUNITY GOALS

2.5.1 SUPPORT THE REGION'S AGRICULTURAL INDUSTRY

The Town is fully committed to supporting the growth, diversification, and expansion of agriculture and value-added agricultural businesses in the region.

2.5.2 QUALITY OF LIFE

Ensure all planning decisions and new development contribute to, and enhance the quality of life for residents from all walks of life. Continue to prioritize the provision and maintenance of a range of public recreational services and amenities.

2.5.3 ECONOMIC DIVERSITY

Encourage and support agricultural, mineral-resource, manufacturing, and commercial businesses that provide employment opportunities and contribute to the economic growth of the region, while minimizing conflicts with residential and recreational uses.

2.5.4 SERVICING CAPACITY

High-quality, cost-effective infrastructure and public works are needed to support the growth, sustainability, and future success of the community. The Town will prioritize the maintenance and quality

of municipal roads, delivery of water and wastewater services, encourage environmentally responsible development practices, and continue to provide high-quality services to residents.

2.5.5 TOURISM AND RECREATION

The Town is a regional hub for accessible and affordable recreational programs and family-oriented events. The Town will continue to provide and maintain high-quality public recreational facilities, social and extra-curricular programs, and support opportunities for new recreational developments.

2.5.6 HERITAGE AND CULTURE

The Town values the history, heritage, and culture of the region and will work to preserve and promote these resources through the use of area banners, cemetery mapping, and historical artwork for the use, enjoyment, and education of future generations.

2.5.7 ENVIRONMENTAL STEWARDSHIP

The Town recognizes and values its natural physical and environmental assets, particularly those with cultural and recreational value. Council will encourage community ownership of the natural landscape to ensure the long-term protection of sensitive and unique environments.

2.5.8 PUBLIC PARTICIPATION

Include residents in development decisions by informing the public and providing a forum for feedback, in accordance with provincial legislation. Council will strive to ensure decisions are supported by facts and rationale and are made with the community's best interests in mind.

2.5.9 INCLUSIVITY

Provide a safe, attractive, and inclusive community, where individuals and families feel welcome to live, work, and play.

2.5.10 INTERMUNICIPAL COOPERATION

Encourage diversity and sustainability within the region by sharing resources and working cooperatively with neighbouring communities and the RM of Enniskillen No. 3 and Town of Oxbow Planning District. Opportunities for regional servicing will be explored when planning transportation and public utilities in order to increase long-term efficiency and connectivity.

3 POLICIES FOR LAND USE AND DEVELOPMENT

3.1 GENERAL DEVELOPMENT POLICIES

- a) The Town will maintain an orderly, compact form, and encourage the efficient use of land, infrastructure, and municipal services.
- b) New development shall be directed to areas of existing services or where the construction of new services would be convenient and cost-effective.
- c) Approval-in-principle for any development application will be discouraged. Council will make informed decisions by requiring all relevant supporting information to be submitted and reviewed prior to finalizing a decision.
- d) Future development shall integrate the natural landscape and shall complement the existing design and character of the community.
- e) Where required by provincial and federal building codes and legislation, new buildings shall be designed to meet the minimum standards for accessible building design.
- f) Development proposals will be evaluated based on the need for the development, servicing capacity, compatibility with neighbouring land uses, and site suitability.
- g) Large-scale, multi-parcel, and phased development shall be guided by concept plans as described in this OCP and the Zoning Bylaw.
- h) Prior to finalizing a decision, Council will require applicants to provide the Municipality with all the information needed to assess the following applications:
 - i. Amendments to the OCP;
 - ii. Amendments to the Zoning Bylaw;
 - iii. Subdivision applications; and
 - iv. Development permit applications.

3.2 MUNICIPAL INFRASTRUCTURE

3.2.1 OBJECTIVES

- a) Provide and maintain an appropriate standard of municipal utilities and ensure development supports the cost of new services.
 - i. Protect and promote the health, safety, and well-being of residents.
 - ii. Ensure the capacity of municipal services and infrastructure meets the needs of the current population and can support projected growth.
 - iii. Upgrade or expand municipal infrastructure as required in order to meet current and projected needs.

- iv. Provide all residents with convenient access to local services and amenities.

3.2.2 POLICIES

3.2.2.1 ASSET MANAGEMENT

- a) The Town will develop and maintain a three-year asset management plan or inventory of services to help ensure servicing capacity meets the needs of the community and will support projected future growth.

3.2.2.2 ROADS AND TRANSPORTATION

- a) All new development requires direct access to a developed all-weather public road.
- b) Where possible, the Town will coordinate new or expanded transportation routes with neighbouring communities in order to improve connectivity.
- c) New transportation routes shall be designed to accommodate emergency response vehicles and emergency excavation.
- d) Development proposals should consider active transportation throughout the community to encourage walking, cycling, and other methods of transportation.
- e) Streets and sidewalks in areas of higher pedestrian activity shall be designed and maintained for safe pedestrian movement.

3.2.2.3 DEVELOPMENT IN PROXIMITY TO HIGHWAYS AND RAILWAY OPERATIONS

- a) Development in Proximity to Railways:
 - i. Prior to issuing a decision, the Town will consult with the railway company regarding development proposals in proximity to a railway.
 - ii. Future development in proximity to a railway shall take into consideration the Guidelines for New Development in Proximity to Railway Operations document.
 - iii. Where development is proposed in proximity to railway operations, Council may require the developer to demonstrate adequate setbacks are met and suitable measures are in place to ensure public safety and avoid nuisances such as dust, noise, and vibration.
- b) The Town will consult with the Ministry of Highways regarding new developments proposed in proximity to a provincial highway. Development proposals adjacent to provincial highways will be referred to the Ministry of Highways for review and comment. Developers are encouraged to contact the Ministry of Highways early in the development process to address any potential requirements.
- c) Service roads and internal subdivision roads may be required in order to reduce the number of approaches from highways and arterial roads. These access roads should be designed with the consideration for emergency service, school bus, and maintenance equipment access.

3.2.2.4 UTILITIES

- a) Cooperation with SaskPower, SaskEnergy, TransGas, SaskTel, and other utility companies will be encouraged to ensure the provision of services is economical and efficient. Utility companies are encouraged to consult with the Municipality prior to the installation of major utility systems.
- b) Where possible, the Town may cooperate with utility providers to identify, and plan for, utility corridors. Land that has been identified as a utility corridor should be protected, or dedicated, during the development process.

3.2.2.5 WATER AND SEWER

- a) Where municipal water and sewer services are available, Council may require new development to connect to the Town's water and sewer systems.
- b) The Town shall consider the capacity of existing servicing infrastructure when evaluating proposed developments that require significant volumes of water.
- c) The Town will require all development to have adequate water supply and sewage disposal systems. Water supply and sewage disposal systems must meet the requirements of the Municipality, the Saskatchewan Health Authority, and/or the Water Security Agency. Written evidence that the method of sewage disposal has been approved may be required as a condition of permit approval.
- d) Where new development involves stormwater management, the stormwater management system shall be designed by a professional engineer and shall adhere to appropriate engineering standards.

3.2.2.6 PUBLIC HEALTH AND SAFETY

- a) Public health, safety, and accessibility shall guide all new development in the Town. Proposals that may pose detriment or harm to the health, safety, or general well-being of the community will be denied.
- b) Council will develop and maintain updated emergency response plans, which will reflect changes in land use patterns and activities. Emergency response plan(s) should be coordinated with provincial and/or federal policies for safety and should be supportive of neighbouring jurisdictions.
- c) To the extent possible, the Town will continue to partner with surrounding jurisdictions to best provide emergency response coverage in the region. The objective of partnerships will be to work towards a regional emergency response plan that will be mutually supportive and minimize the duplication of services.
- d) Separation distances from existing or planned public works facilities, pipelines, railway lines, and other distribution lines shall conform to provincial and industry standards.

- e) The expansion of operations or developments shall not encroach onto land used or planned to be used for solid or liquid waste management facilities, airstrips, transportation corridors, industrial activities, or the required separation areas.
- f) Contaminated or hazardous waste must be disposed of in compliance with all provincial and municipal requirements.
- g) New infrastructure shall be located to minimize adverse impacts from natural hazards.

3.3 LAND MANAGEMENT AND ENVIRONMENTAL PROTECTION

3.3.1 OBJECTIVES

- a) Identify or acknowledge areas that are potentially hazardous and where special land considerations exist and restrict development in these areas. Such conditions may include, but are not limited to, slope instability, erosion, flooding, slumping, or other environmental hazards.
- b) Protect ground and surface water resources, areas of critical habitat, and environmentally sensitive land.
- c) Cooperate with municipal, provincial, and federal governments, environmental organizations and property owners to promote the safe, and environmentally responsible use of land.
- d) Extend the responsibility for sound environmental management to property owners and developers.
- e) Ensure all relevant environmental information is provided as part of development applications.
- f) Ensure waterways and groundwater sources remain free of contamination and pollution.

3.3.2 POLICIES

3.3.2.1 ENVIRONMENTAL AND ECOLOGICAL CONSERVATION

- a) Areas of ecological value shall be conserved and protected by minimizing or prohibiting the filling or development of wetlands, riparian areas, regional features, and areas of critical habitat as defined by *The Wildlife Habitat Protection Act* (WHPA), or the Regulations made thereto.
- b) Council will work with the provincial government to protect environmentally sensitive lands, significant natural features, critical wildlife habitat, conservation easements and wildlife corridors, and rare or endangered species. Where significant potential for adverse impacts has been identified, Council may withhold a development permit until comments have been obtained from the relevant provincial or federal agencies.
- c) During the subdivision process, and in consultation with the appropriate federal or provincial agents, Council may recommend areas of wetlands, shorelands, or other sensitive environments as environmental reserve.

- d) To the extent possible, and except for passive recreation, developments should not include environmentally sensitive land, critical habitat, or landscape features, which are significant/unique to the region.
- e) Development proposals that could result in significant pollution, destruction of the environment, or depletion of natural resources, either because of the nature of the land use or the location, shall be refused.

3.3.2.2 FLOODING, SLUMPING, AND SLOPE INSTABILITY

- a) Hazard land includes areas known, or with the potential, to be prone to:
 - i. Flooding (for the purpose of this bylaw, the 1:500 Floodline and the 1:500 Estimated Peak Water Level (EPWL) may be used interchangeably);
 - ii. Poor drainage;
 - iii. Slope instability;
 - iv. Erosion; and
 - v. Land with similar constraints.
- b) Areas that are potentially hazardous are identified on the Zoning Districts Map, Opportunities and Constraints Map, and/or Future Land Use Map as being below the 1:500 Year Floodline, within a High Slope area, or in proximity to a waterbody or watercourse, Council may also consider local knowledge, historical records, and flood information from the Water Security Agency when identifying the potential for natural hazards.
- c) Where development is proposed on land that is potentially hazardous (as described above), a professional report about the impacts of the potential hazards on the proposed development will be required, at the developer's expense. The report shall determine if the development is within the floodway or flood fringe, assess the geotechnical suitability of the site, or other environmental hazard(s), identify suitable building sites, and determine any mitigation measures. These measures may be attached as a condition of the development permit approval.
- d) The Town will prohibit the development of new buildings and additions to buildings in the floodway of the 1:500 EPWL.
- e) The Town will require flood-proofing of new buildings and additions to buildings to a Minimum Building Elevation of 0.5 m above the 1:500 EPWL of any watercourse or water in the flood fringe.
- f) The Water Security Agency, or other appropriate consultants, may be used as a source of technical advice regarding flood levels and flood proofing techniques. Development proposals may be referred to the Water Security Agency for review prior to approval.
- g) Development and activities shall be avoided where the risk of erosion or slope failure exists or where there is a potential for erosion or slope instability on the site. New development shall not

be permitted on any potentially unstable slope area without the required professional report and mitigation measures specific to the site.

3.3.2.3 SOURCE AND GROUNDWATER PROTECTION

- a) The Town will consider the potential cumulative impacts of a proposed development on water bodies, waterways, and shore lands. Where appropriate, applications will be referred to the applicable agencies and departments for review and comment.
- b) To ensure surface and groundwater resources are protected from depletion or contamination, the Town may require reports or assessments from qualified professionals. Such reports should assess the potential impacts of the proposed development on aquifers and surface water (water supply, contamination, adjacent water users, etc.) and should include recommended mitigation measures or development standards.

3.3.2.4 DRAINAGE

- a) Adequate drainage of surface water is required throughout the Town. Sites shall be properly graded to ensure suitable drainage.
- b) Unauthorized drainage of surface water from any land in the Town shall be prohibited. Watercourses shall not be altered without the prior approval of the Water Security Agency, the Town Council, and/or any other applicable provincial or federal agencies.
- c) A professional drainage and grading plan may be required for new development to ensure adequate drainage of the development site. Drainage designs shall also protect neighbouring sites and infrastructure from potential adverse effects of runoff.

3.3.2.5 VEGETATION

- a) To the extent possible, existing trees and vegetation shall be maintained.
- b) The planting of new vegetation and the implementation of protective vegetation measures shall be encouraged in conjunction with new developments. Where appropriate, Council may require a landscaping plan to be included as part of a development proposal application.
- c) The protection of mature trees will be encouraged to maintain the character of the community and air quality.
- d) The planting of native, non-invasive, resilient species of trees and vegetation will be encouraged to minimize the need for irrigation.

3.3.2.6 WILDFIRE

- a) Where necessary, development proposals shall include measures to mitigate the risk to human life and damage to property as a result of wildfires.

- b) Development permit applications may be referred to the local fire marshal for comment prior to a decision being issued.
- c) Green space, or separation distances, may be required to separate buildings from trees and vegetation.

3.4 RESIDENTIAL DEVELOPMENT

3.4.1 OBJECTIVES

- a) Provide for a range of residential uses including single-detached, semi-detached, and multiple-unit dwellings as well as temporary accommodations.
- b) Encourage infill and re-development on vacant or underutilized land within existing serviced residential areas.
- c) Consider and support long and short-term accommodations in suitable locations.

3.4.2 POLICIES

- a) Re-development and infill development will be supported to maximize the use of existing infrastructure and services.
- b) Coordinate with the RM of Enniskillen No. 3 and other neighbouring communities to better assess and address residential needs in the region.
- c) New residential areas shall be designed to be walkable and pedestrian-friendly.
- d) Encourage energy-efficient and water-efficient building designs.
- e) Home offices will be supported in all residential districts. Home-based businesses will be accommodated provided they meet the standards and criteria listed in the Zoning Bylaw and are clearly secondary and incidental to the principal residential use.
- f) Residential and mixed-use subdivisions should include public spaces, which may include parks, plazas, community gardens, and other uses that contribute to the quality of life of residents.
- g) Council will encourage accessible building and subdivision designs that promote universal accessibility including compact community design, walkability, and mixed uses.
- h) New residential areas shall be developed to integrate with existing development in a manner that facilitates efficient servicing and connection to the community to encourage an equitable quality of life for all residents.

3.5 ECONOMIC DEVELOPMENT

3.5.1 OBJECTIVES

- a) Promote economic development in the community by encouraging a range of commercial and industrial uses.
- b) Encourage infill and re-development of vacant and underutilized land and buildings within existing commercial and industrial areas.
- c) Ensure the development and operation of commercial and industrial developments are carried out in a manner that minimizes negative impacts on the environment, cultural and heritage resources, and neighbouring land uses.
- d) Ensure all commercial and industrial developments are adequately serviced to meet the needs of the operation and municipal standards. Locate businesses appropriately with respect to infrastructure, accessibility, and demand.
- e) Ensure highway commercial and industrial uses do not detract from the character of residential areas.

3.5.2 POLICIES

- a) All business development shall have adequate services, including safe access, and utilities that meet municipal standards. Council will encourage new development proposals to locate in areas of existing infrastructure. Businesses with high volumes of expected traffic, or which require the use of heavy vehicles, may be required to locate in proximity to highways or arterial roads.
- b) Commercial and industrial uses that support the agricultural and natural resource sectors will be encouraged and accommodated where appropriate with respect to access, infrastructure capacity, and neighbouring land uses.
- c) Larger-scale highway commercial and industrial uses should be directed to areas of the Town with suitable land area and appropriate access to Highway 1, or other suitably designed transportation routes.
- d) The development or redevelopment of vacant sites for commercial businesses and temporary outdoor uses such as farmers' markets, events, etc. will be encouraged.
- e) Parking and loading areas shall be designed to prioritize the safe and efficient movement of vehicular traffic. Where practical, loading and parking areas for commercial uses should be located at the back of buildings to provide a comfortable and aesthetically pleasing pedestrian environment.
- f) The Town may require screening, landscaping, or buffering to separate commercial and industrial businesses from residential and recreational land uses.

3.6 HERITAGE, CULTURE, TOURISM, AND RECREATION

3.6.1 OBJECTIVES

- a) Protect and preserve areas suitable for tourism and recreation and protect sites of cultural and heritage significance.
- b) Provide opportunities for tourism, recreation, and cultural events and activities for local residents and visitors.
- c) Enhance the quality of life in the community by supporting the development of new cultural and recreational facilities.
- d) Coordinate with neighbouring communities to ensure public recreational facilities meet the needs of the town and the surrounding region.

3.6.2 POLICIES

3.6.2.1 HERITAGE AND CULTURALLY SENSITIVE AREAS

- a) Development proposals that recognize and promote culture and tradition will be encouraged.
- b) The Town will work with the provincial ministry that administers *The Heritage Property Act* to protect significant cultural and heritage resources and to ensure compliance with *The Heritage Property Act*. Where the potential to impact such resources has been identified, development will not be approved until such time as the requirements of the relevant provincial agencies have been obtained by Council. The potential for impact will be considered when an application is made for the (re)development on or adjacent to a site of interest.
- c) Where development is proposed on land that is undisturbed or is identified as heritage-sensitive, the Heritage Resources Screening (HRS) service and the online Saskatchewan Registry of Heritage Properties both administered by the provincial government, may be used to assess the need for further analysis. Applications that involve these lands should also be referred to the applicable branch of the provincial government to assess the potential for heritage sensitivity.
- d) Sites and structures with heritage and cultural significance will be considered an asset to the community. Heritage and cultural assets will be operated and maintained appropriately so as to avoid becoming derelict and deteriorated. Where considered appropriate, significant sites, and structures may be designated as Municipal Heritage Property.
- e) Proposals that involve the restoration and reuse of heritage properties will be supported. Council will also consider the protection of sites with historical or cultural significance to the community.
- f) The Town will support community organizations and special events that promote and celebrate the community's heritage and culture.
- g) The Town may establish and maintain an inventory of the Town's heritage and cultural resources. The inventory may involve the use of surveys, historical research, and local knowledge to create

an inventory and map of local heritage and culture resources and may describe or evaluate the significance of such resources.

- h) Buildings and sites with cultural and heritage value, may be used as venues for cultural and educational events and activities, provided the integrity of the resource will be maintained.

3.6.2.2 TOURISM AND RECREATION

- a) Proposals for new recreational facilities and tourist destinations will be assessed based on physical access, available services, separation from incompatible land uses, existing and future resource development, and other factors that may render the development unsuitable for the area.
- b) The development of public open space, recreational facilities, and tourism will be promoted where environmental features, heritage, or cultural resources provide recreational and tourism opportunities.
- c) Council will cooperate with other jurisdictions (municipalities, regional and provincial parks, and Indigenous communities) and private developers to encourage a diverse range of recreational, tourism, and cultural opportunities and facilities within the Town.
- d) The Town may collaborate with the provincial government and the RM of Enniskillen No. 3 to protect, enhance, and promote regional tourism.
- e) Development proposals that support and enhance the tourism industry, particularly those that promote the region's unique heritage, will be supported and encouraged.



3.7 FUTURE URBAN DEVELOPMENT

3.7.1 OBJECTIVES

- a) Manage the use, development, and subdivision of land to promote planned, orderly growth and prevent land use conflicts.
- b) Ensure developers provide all the information required by Council prior to the approval of any application to develop or rezone lands zoned Future Urban Development.



3.7.2 POLICIES

- a) Council will consider the following factors when evaluating applications to rezone, subdivide, and/or develop lands zoned Future Urban Development.
 - i. Conformity to this OCP;
 - ii. Compatibility with planned or existing uses on adjacent land;
 - iii. Provision of dedicated lands, if applicable;
 - iv. The need for the proposed use;
 - v. Adequate provision and timing of municipal services and infrastructure; and
 - vi. The completion of a servicing or development levy agreement to address services.
- b) In order to minimize conflicts with future urban requirements, Council will discuss with the RM of Enniskillen No. 3 a procedure for reviewing and commenting on developments proposed in the RM of Enniskillen No. 3 within 1.5 km (0.93 mi) of the town boundaries.

4 INDIGENOUS ENGAGEMENT AND INTERMUNICIPAL COOPERATION

4.1 OBJECTIVES

- a) Establish a process for engaging and consulting with neighbouring jurisdictions.
- b) Ensure consistent and compatible land uses across municipal boundaries.
- c) Optimize the use and cost-efficiency of infrastructure and community facilities within the region.
- d) Develop, strengthen, and maintain effective relationships with neighbouring communities for the benefit of residents in the region.



4.2 POLICIES

4.2.1 CONSULTATION WITH INDIGENOUS COMMUNITIES

- a) When a development proposal or planning decision may impact the activities of a nearby Indigenous community, Council will ensure adequate consultation prior to finalizing a decision. Impact will be considered when a development is proposed on, or in proximity, to unoccupied Crown lands, First Nation Reserve land, or other lands for traditional uses.
- b) Consultation shall involve information letters, phone calls, meetings, or other forms of engagement. The level of consultation will depend on the potential for impact.

- c) Where there is potential for a proposed development to negatively impact the rights or activities of Indigenous groups, further investigation will be required in order to reduce or eliminate potential impacts. If sufficient mitigation is not achievable, the proposal may be refused.
- d) Where there is a common interest, Council will encourage engagement and communication with local First Nations on local and regional planning initiatives.

4.2.2 INTERJURISDICTIONAL COOPERATION

- a) The Town will continue to participate with neighbouring municipalities in existing joint agreements respecting the provision of services. The Town will also explore opportunities to develop additional joint service programs where such arrangements would benefit the municipality and community.
- b) To coordinate planning and growth with other jurisdictions, the Town will consult with provincial and federal government agencies and other communities and organizations regarding land use and community development.
- c) The Town will engage adjacent municipalities and neighbouring Indigenous communities to ensure the regional community grows and advances in the most progressive way possible.
- d) Council shall cooperate with the provincial authorities to enforce fire safety, flood protection, environmental protection, and shore land pollution control regulations within the Town.
- e) The Town will consult with the RM of Enniskillen No. 3 and Town of Oxbow District Planning Commission on development proposals that impact the Planning District.

5 PLANNING TOOLS & IMPLEMENTATION

5.1 ZONING BYLAW

The Zoning Bylaw will be the principal method of implementing the goals, objectives, and policies included in this OCP. The Zoning Bylaw will divide the municipality into zoning districts, identify permitted and discretionary uses, and regulate the use and development of land in each district. The zoning bylaw will also establish criteria and development standards for the use and subdivision of land and help manage and facilitate access to municipal services and resources.

5.2 AMENDMENTS TO THE PLANNING BYLAWS

- a) Amendments to the OCP and/or Zoning Bylaw to accommodate a proposed development will only be considered once an application for subdivision has been submitted to the Community Planning Branch, or a development permit application has been submitted to the Town, as the case may be.
- b) All amendments to the Zoning Bylaw must align with the policies and objectives of this OCP. If there is a need to amend the OCP, Council must pass a bylaw to adopt the amendment. Amendments may provide for changes to objectives, an increase in density, changes to zoning designations, or other changes as accepted by Council.
- c) Prior to rezoning land, Council will consider the potential impacts of the proposed development on existing and planned agricultural and other non-farm land uses and the cost and availability of services.
- d) The Town will endeavour to conduct a comprehensive review of this OCP and the Zoning Bylaw every five years, or as needed.

5.3 SERVICING AND DEVELOPMENT AGREEMENTS

- a) Where a subdivision will require the installation or improvement of municipal services, the developer may be required to enter into a servicing agreement with the Municipality pursuant to the PDA to cover the installation or improvements.
- b) Council is authorized to adopt a development levy bylaw, pursuant to the PDA. The development levy bylaw shall be based on a professional study and would establish development levies to recover the capital costs of services and facilities.
- c) Where a development permit will require the installation or improvement of municipal services, the developer may be required to enter into a development levy agreement with the Municipality pursuant to the PDA to cover the installation or improvements.
- d) Where a new subdivision or development requires the installation of new services such as roads, sewer and/or waterlines, Council may require services to be installed prior to issuing building permits.

- e) Where appropriate, land in proximity to Town boundaries, may be subject to intermunicipal servicing agreements. Where it is appropriate, the affected municipalities will endeavour to enter into agreements respecting municipal services for lands that are well-suited to future servicing with municipal water and sewer by virtue of their proximity, access, topography and development potential. Joint municipal servicing agreements may also address potential future boundary alterations.

5.4 DEDICATED LANDS

- a) Dedicated lands, including municipal reserve, public reserve, environmental reserve, municipal buffers, and walkways, shall be used in accordance with the PDA and *The Dedicated Lands Regulations*.
- b) During the review of a subdivision application that is subject to the municipal reserve requirements under the PDA, Council may recommend the requirement be met through the dedication of land, money in lieu of dedication, deferral of the requirement to a future subdivision, or a combination. Council's recommendation shall be based on the provisions of the provincial legislation, the need for new municipal reserve land or the need for funds to develop existing or planned municipal reserve. Deferral of the municipal reserve requirements should require the submission of a concept plan for future development.
- c) Where a proposed subdivision involves land that is environmentally sensitive or undevelopable as a result of flooding or slope instability, Council will recommend this land to be dedicated as environmental reserve.
- d) In accordance with provincial legislation, funds in the dedicated lands account may be used for the development of municipal reserve, environmental reserve, or public reserve either within the municipality or in urban areas where the development will serve the residents of the Town.
- e) School Sites:
 - i. The Town recognizes the importance of providing sites for schools and educational purposes. At the time this Bylaw was approved, the need for a future school site within the municipal boundaries was not identified.
 - ii. If, in the future, the need for a new school site is identified, the Municipality will work with the Ministry of Education and the regional school division to ensure the creation of a site suitable for that purpose, and amend the bylaws accordingly.
 - iii. If the need for a school site, is identified in a neighbouring municipality and that school site will accommodate students from the Town of Oxbow, Council will contribute funds from the dedicated lands account for the acquisition of that site.
 - iv. If the need for a new school site is identified for the municipality or the region, and dedicated lands will be used for school purposes, the Municipality will consult with the Ministry of Education and the regional school division early in the process to identify a suitable location.

5.5 CONCEPT PLANS

- a) Multi-parcel subdivisions, developments that involve multiple land uses, and other large-scale developments may be guided by concept plans as described in the Zoning Bylaw.
- b) Council may, by bylaw, adopt a concept plan as an amendment to this OCP.
- c) Any concept plan adopted as part of this OCP shall align with the objectives and policies herein.

5.6 CONTRACT ZONING

- a) For the purposes of rezoning to accommodate a unique development situation, Council may consider entering into a rezoning agreement, pursuant to the contract zoning provisions of the PDA. For site-specific development based on the following guidelines:
 - i. The rezoning shall not unduly conflict with the permitted or discretionary uses allowed within the proposed or adjacent zoning districts;
 - ii. The rezoning will be used to allow a specific use or range of uses contained within the zoning district to which the land is being rezoned;
 - iii. The use of the proposed development or redevelopment of the site for the specific use would be of benefit to the immediate area and the Municipality as a whole; and
 - iv. The contract zoning agreement shall not undermine the intent of this OCP or any affected legislation.

5.7 HOLDING PROVISION

- a) In accordance with the PDA, Council may, by the use of the holding symbol (H) in conjunction with any zoning district designation, specify the intended use of any lands or buildings at the time that the holding symbol is removed by amendment to the Zoning Bylaw.
- b) The land that is subject to the holding provision may continue to be used and structural alterations or additions may be allowed, provided the alteration or addition complies with the Zoning Bylaw.

5.8 ANNEXATION

- a) The periodic need for urban expansion may be addressed through annexation. The annexation process shall be logical, timely and consistent with the policies of the Plan. Large, complex annexations will be avoided; the annexation of smaller areas of land on an as-needed basis will be preferred.
- b) When urban expansion is necessary, the design and development of the annexed area should be well-integrated with the existing community layout and shall be directed away from prime agricultural land and ILOs. The annexation process and the need for urban expansion should consider the impacts of converting rural land for urban expansion in order to protect rural land uses from premature conversion.

- c) Annexation shall follow legal boundaries in order to avoid creating a fragmented pattern of land ownership and should ensure consistent planning, efficient and cost-effective service delivery, and good governance.

5.9 PROVINCIAL LAND USE POLICIES

- a) This OCP shall be administered and implemented in conformity with the applicable provincial land use policies, statutes, and regulations.
- b) Council will review this OCP and the accompanying Zoning Bylaw for consistency with provincial land use policies.
- c) Where appropriate, feasible, and in the municipal interest, Council will avoid duplication of regulation of activity and development governed by provincial agencies or legislation.

5.10 BYLAW MAPS

5.10.1 FUTURE LAND USE MAP

The Future Land Use Map illustrates the existing pattern of land use and development and designates the location of future land uses. The designation of land uses reflects potential future development in the Town and provides guidance for decision-making.

5.10.2 ZONING DISTRICT MAP

The Zoning District Map, attached to and forming part of the Zoning Bylaw, identifies the locations and boundaries of the various zoning districts within the Town.

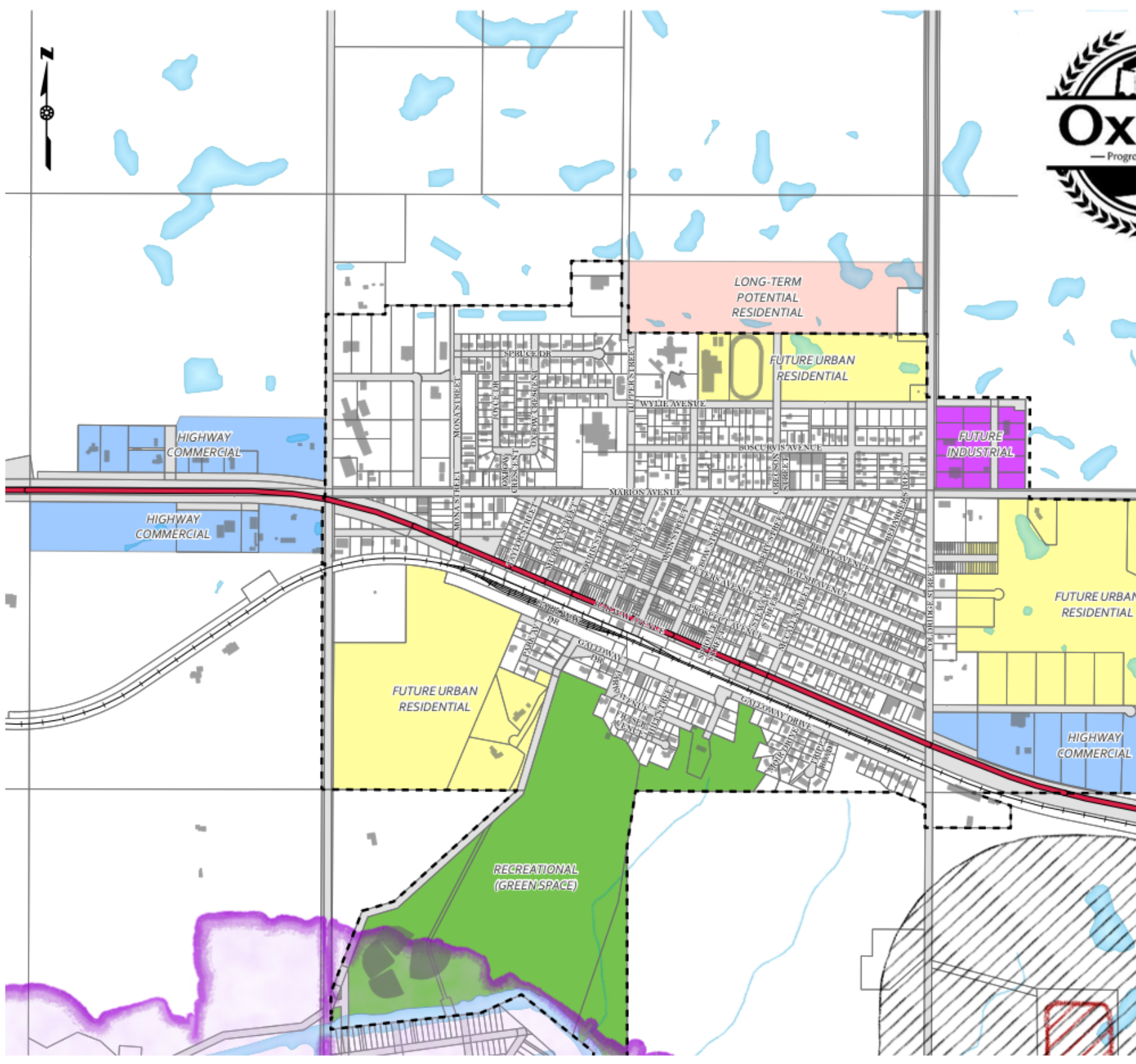
5.11 ADMINISTRATION

- a) This OCP is binding upon Council and all development within the Town.
- b) If any part of this OCP is declared to be invalid for any reason, by an authority of competent jurisdiction, that decision shall not affect the validity of the OCP as a whole, or any other part, section or provision of this OCP.
- c) Where applicable, this OCP and the related Zoning Bylaw will be implemented in conjunction with the RM of Enniskillen No. 3 and Town of Oxbow Planning District bylaws.

5.12 DEFINITIONS

The definitions contained in the Zoning Bylaw shall apply to the Official Community Plan.

APPENDIX A - FUTURE LAND USE MAP



APPENDIX B – COMMUNITY PROFILE

TOWN OF OXBOW

SASKATCHEWAN



OFFICIAL COMMUNITY PLAN

BYLAW NO. XXX

DATE: XXXX

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B.1 PURPOSE

It is important for municipalities to understand community and regional characteristics in order to provide for the needs of current and future residents. Characteristics of the current population, projected population trends, and the provision of municipal services and infrastructure can help municipal leaders anticipate and plan for growth and future development in the community. Recognizing and analyzing these factors can help Council develop policies and regulations that appropriately and effectively plan for the future. This appendix provides a brief description of the municipal characteristics such as demographics, economic activity, heritage, and environment within the Town of Oxbow (Town).



B.2 LOCATION AND PHYSICAL SETTING

B.2.1 LOCATION

The Town comprises an area of approximately 3.33 square kilometres in the RM of Enniskillen No. 3 and is home to 1,286 people. Located on Provincial Highway No. 18, less than an hour's drive to the City of Estevan and 40 minutes from the Canada-U.S. border, the municipality is ideally located for convenient access to employment opportunities, health and medical care, community and business services, and a number of indoor and outdoor recreational facilities.

The Town is located on Treaty Two Territory, traditional territory of the Anishinaabe, Cree, Oji-Cree, Assiniboine, Dakota, and Dene peoples, and homeland of the Métis Nation.

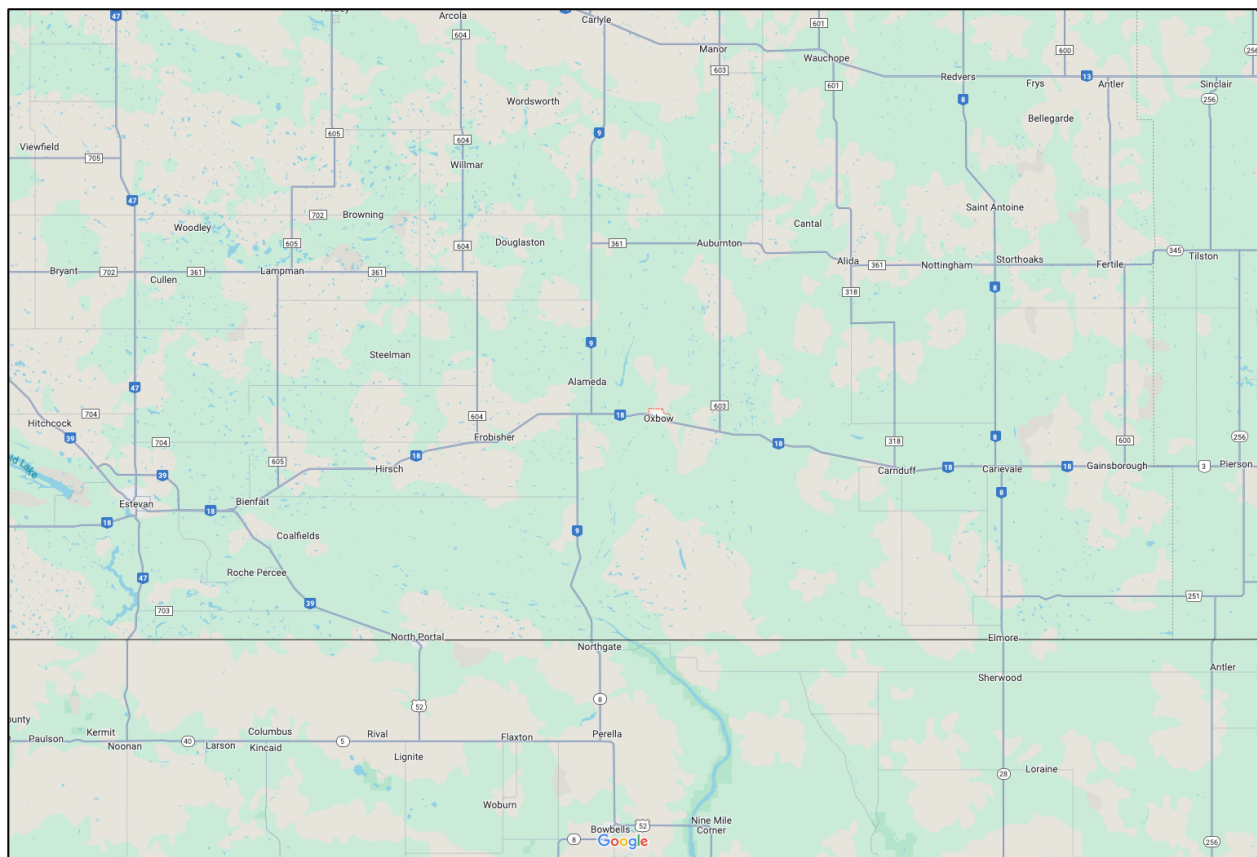


Figure 5-1

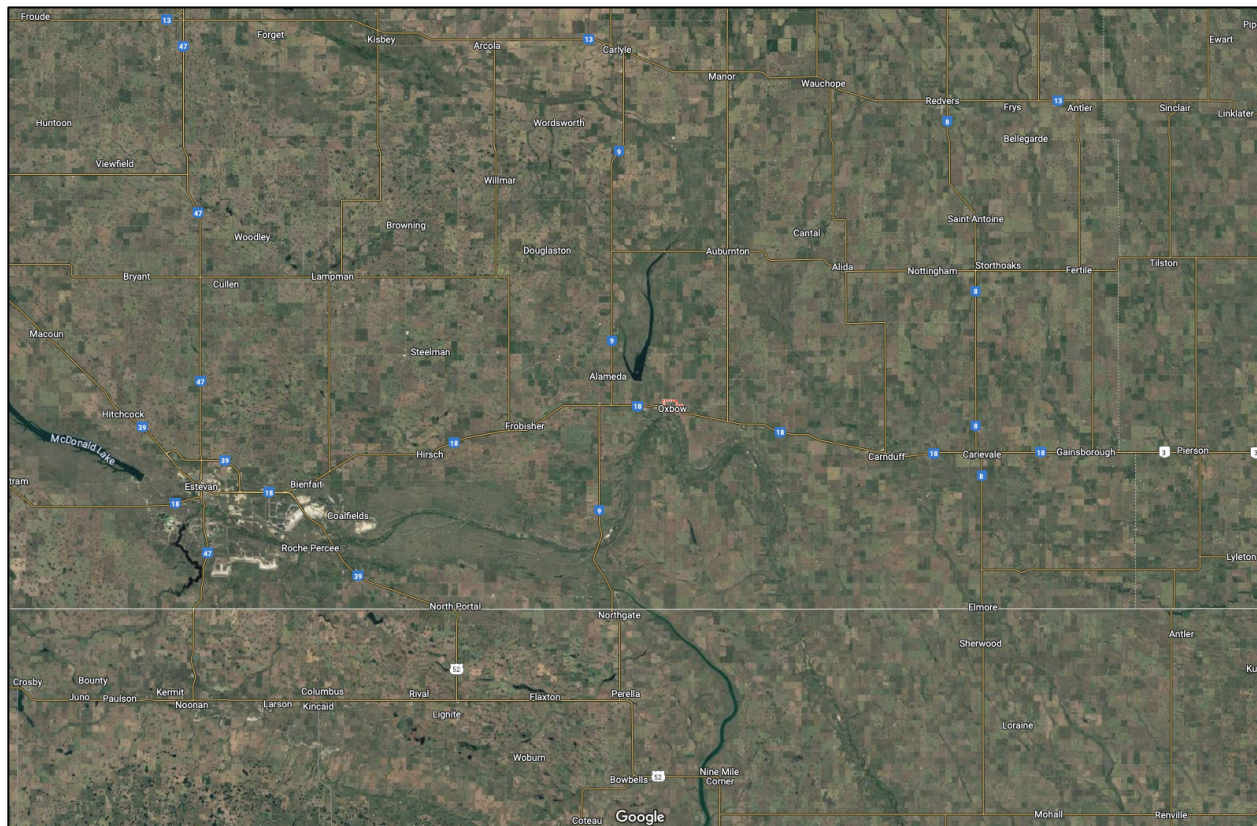


Figure 5-2

B.2.2 HISTORY

Settlers, primarily of English, Irish, and Scottish origin relocated to the area around 1882 by way of Ontario and the British Isles and established homesteads. The townsite was established around 1891, during the time that the CPR line between Brandon, Manitoba and Estevan, Saskatchewan was being constructed. Trains began running the Brandon-Estevan line around 1892 and the community began to grow. Oxbow was incorporated as a village in 1899 and then as a town in 1904, by which time, the population had grown to 678.

The region experienced a bit of a boom in the 1950s, because of increased activity in the oilfields. At that time, the oil industry and related services, along with workers and personnel moved into the area and the population grew from 688 to almost 1,600.

B.2.3 ENVIRONMENT

The Town is located in the Prairie Ecozone, where the Aspen Parkland ecoregion meets the Moist Mixed Grassland ecoregion. The primary features of the Aspen Parkland are grasslands, steep slopes, undrained depressions, and sloughs surrounded by aspen groves, which are representative of glacial till landscapes, provide habitat for waterfowl. White-tailed deer, black bear, moose, beaver, coyote, snowshoe hare, and a number of migrant bird species are other common species of wildlife.



The Moist Mixed Grassland ecoregion is associated with semi-arid moisture conditions and dark brown soils. The landscape and topography are made up of glacial till, low, steeply sloping hills, and sloughs, surrounded by aspen groves. Vegetation is mainly non-arable pasture lands. Spear grasses, wheatgrasses, and deciduous shrubs such as snowberry, rose, and chokecherry. Mule, white-tailed deer, jackrabbit, and red fox.

ECOREGIONS OF SASKATCHEWAN

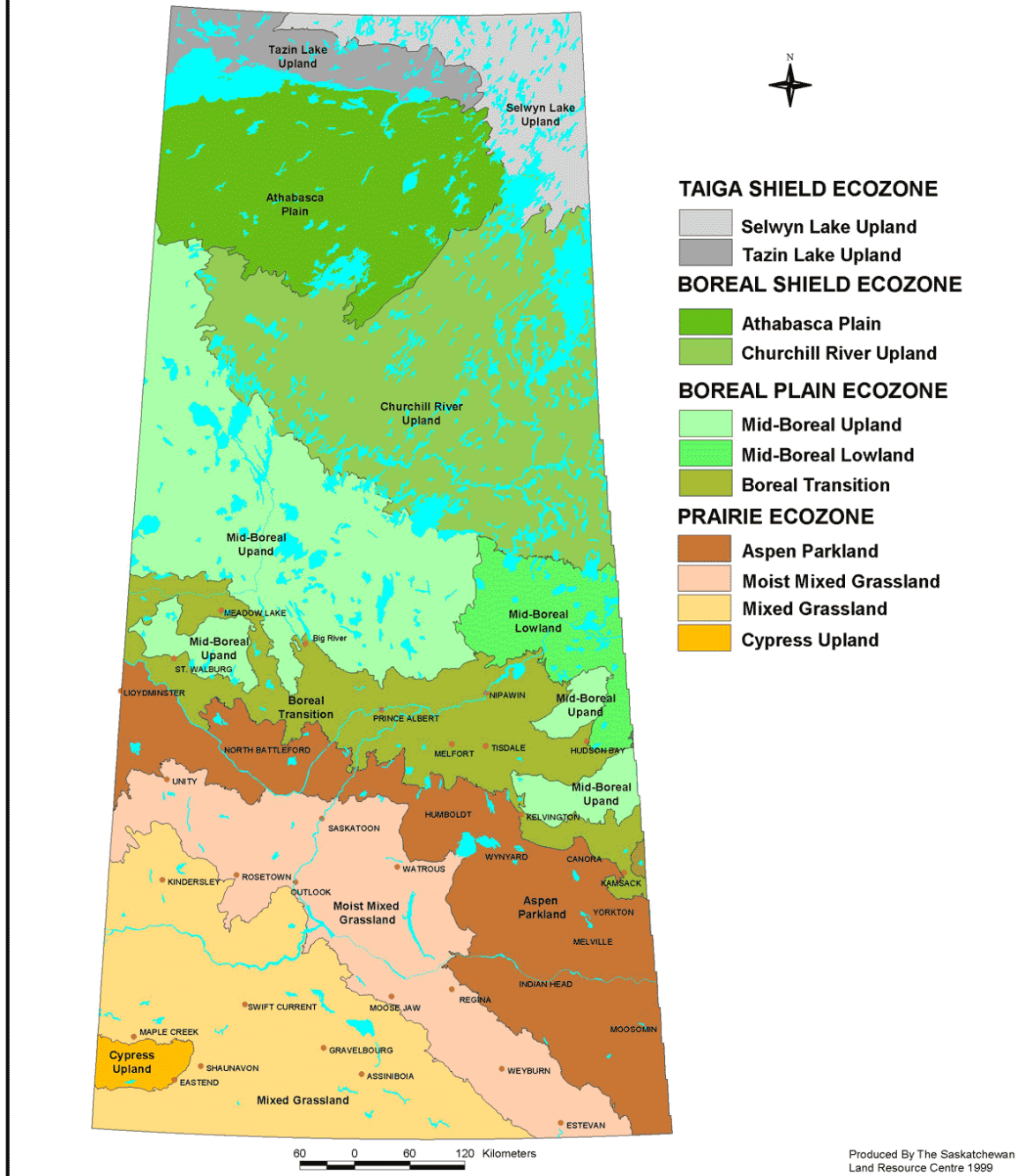


Figure 5-3 – Source: Saskatchewan Conservation Data Centre, <http://www.biodiversity.sk.ca/eco.htm>, August 2019.

B.3 POPULATION

Population characteristics are an important consideration in the planning, design, and siting of new and expanded development and infrastructure. Demographics are also an important factor in determining the need for housing. Age characteristics may impact the total number of dwelling units needed and the type of housing that is appropriate. The following subsections are based on data obtained from the 2021 and 2016 Statistics Canada Census of Populations (Census). It should be noted that the population projections and average annual growth rates were not published by Statistics Canada but were calculated using data obtained from the Census.

B.3.1 POPULATION COMPOSITION AND DENSITY

The total population of the Town at the time of the 2021 Census was 1,286. This represents a 3.2% decrease from the 2016 Census of Population but a 3.3% increase from the Census in 2011. As shown in the population pyramid (Figure 5-3), the Town has a relatively robust population distribution and is fortunate to have a large population of youth and young adults in comparison to the population of older residents. This could indicate that the Town and region provide ample opportunities for employment, education, and recreation, and are therefore able to attract and retain youth, young adults, and young families. Figures 3-1 and 3-2 provide an overview of the Town's population.

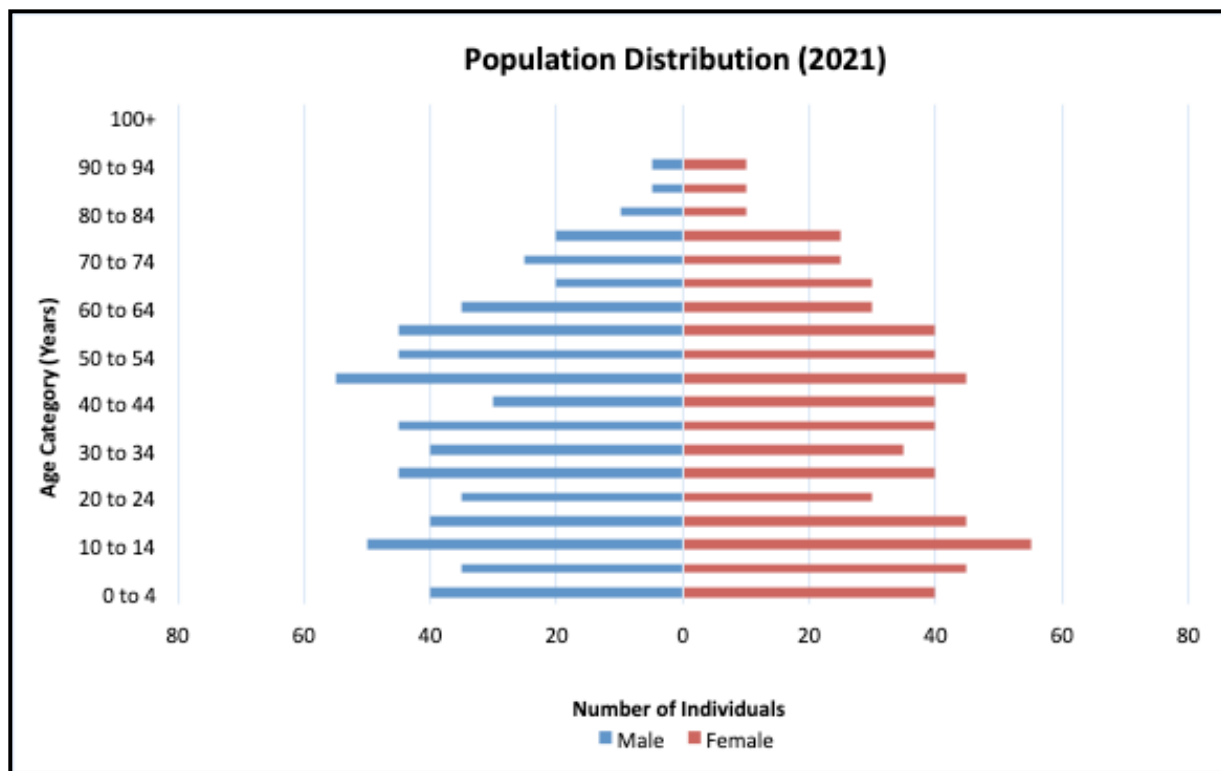


Figure 5-4

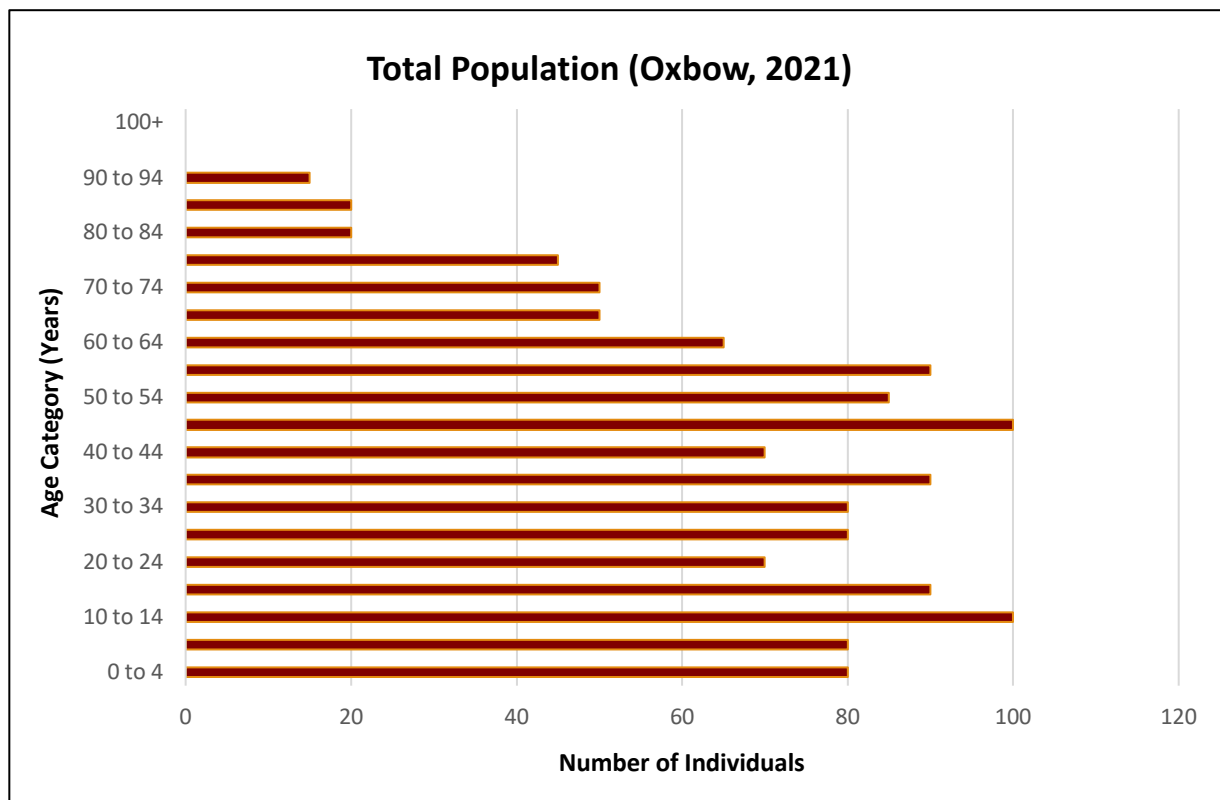


Figure 5-5

The total land area of the Town is approximately 3.33 square kilometres, which provides a population density of 386.6 people per square kilometre. This is important when considering bylaw enforcement, emergency response measures, transportation corridors, and the provision of other municipal services.

B.3.2 POPULATION PROJECTIONS

Population projections involve using current and historical population data to forecast the future population of a community. The data used for the population projections was obtained from the 2021 Census and 2016 Census. It should be noted that for relatively small populations, external variables and errors in population counts could have a significant impact on the data and results. The projections calculated for this study may be further implicated by inconsistencies in data collection and unique migration patterns. Tables 5-1 and 5-2 provide the growth rate and population projections for the Town at ten, fifteen, twenty, and twenty-five-year periods.

Table 5-1

Population change over selected time periods			
Period	From year	To year	Percent change
10-year	2011	2021	0.078
5-year	2016	2021	-3.2
	2011	2016	3.3
Annual (average, based on 10-year period)	2011	2021	0.0078

Table 5-2

Population Projections		
Year	Projection Period	Projected Population
2031	10-year	1287.00
2036	15-year	1287.51
2041	20-year	1288.01
2046	25-year	1288.51

B.3.3 HOUSEHOLD CHARACTERISTICS

Understanding household characteristics provides information about the community's needs for employment, programs, and family services. The Town can then develop policies and regulations that will meet the needs of the residents.

According to the Census, there is a total of 495 private dwellings in the Town. The majority of the homes are single-detached dwellings, with a small number of semi-detached dwellings, rowhouses, and movable homes.

Over half the adults in the Town are married or living common-law, the percentage of couples living common-law is significantly lower than those who are legally married. Slightly less than half are neither married nor living common-law. Most homes are two-person households; the average household size is 2.5 people. The following graphs provide an overview of household characteristics.

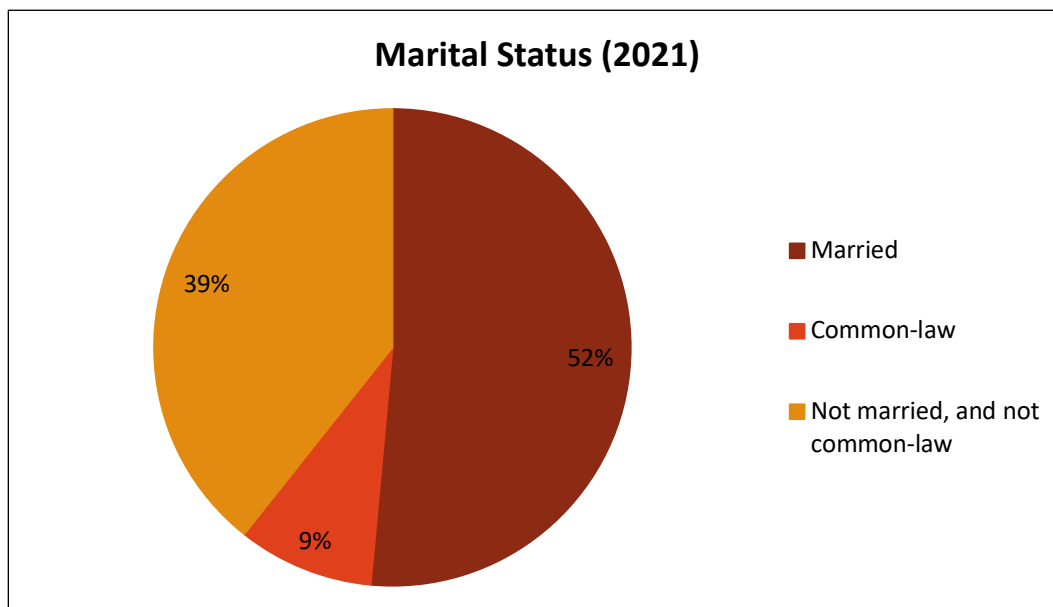


Figure 5-6

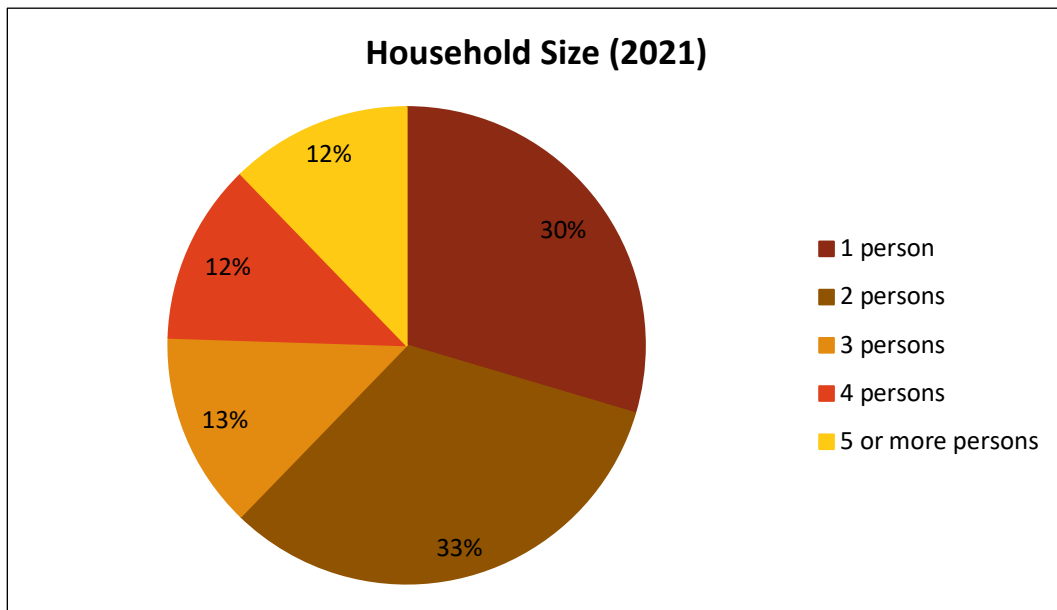


Figure 5-7

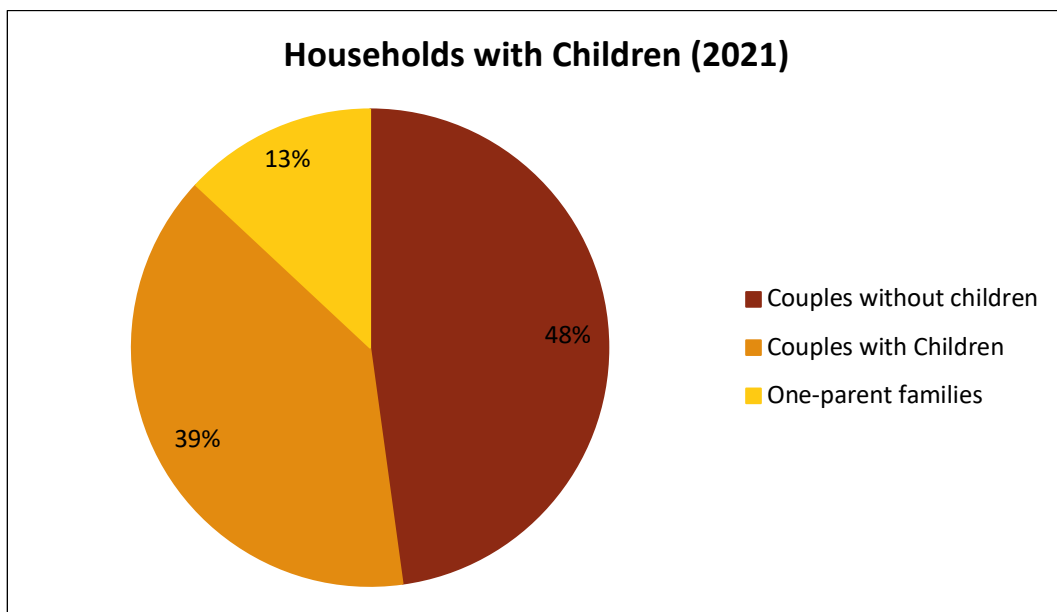


Figure 5-8

B.4 ECONOMY

The economy in the Town and surrounding region is based primarily on the agricultural and natural resource sector; petroleum (oil and gas) development, fields crops, pasture, and livestock. The sales and service industry provide additional employment opportunities for Town residents. Maintaining the small-town environment of the community is important to the Council and residents. The Town will continue to support farming and resource extraction activities and make a significant effort to provide the infrastructure needed to support the industries. Management, trades, and the service industry contribute to the diversification of the economic base. These services also provide support to those working in the agricultural and petroleum industries.



Based on data from the Census, the average total annual income for individuals was \$59,500 in 2020. The median for the same category was \$45,600. The distribution of total annual income for individuals (before taxes and deductions) in 2020 is shown in Figure 5-9. Figures 5-10, 5-11, and 5-12 show the number of people employed in the principal fields of occupation in 2021 and commute times.

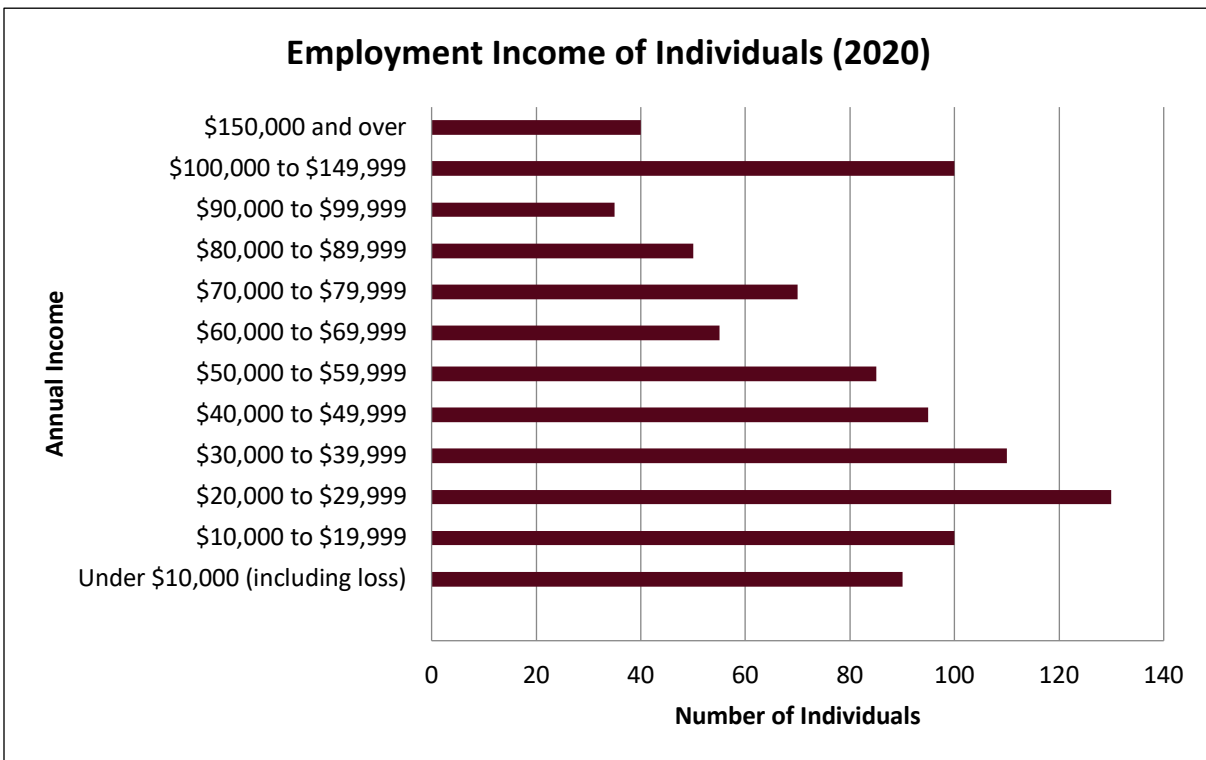


Figure 5-9

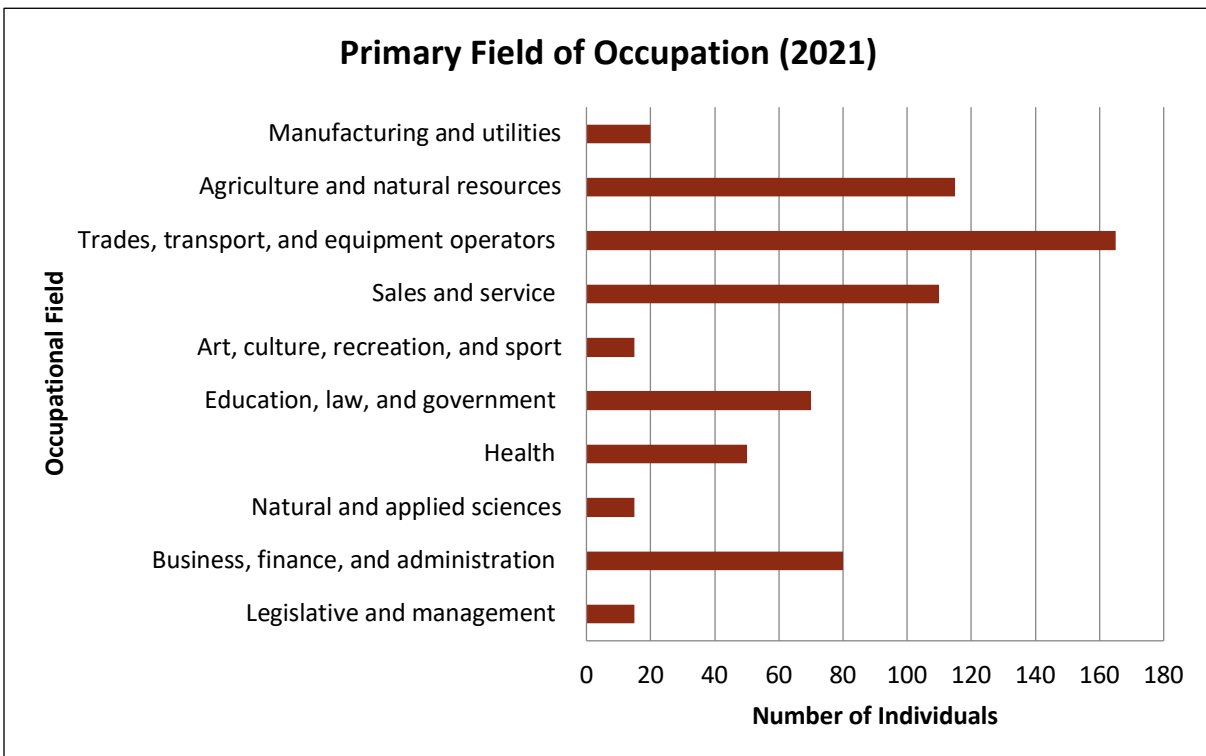


Figure 5-10

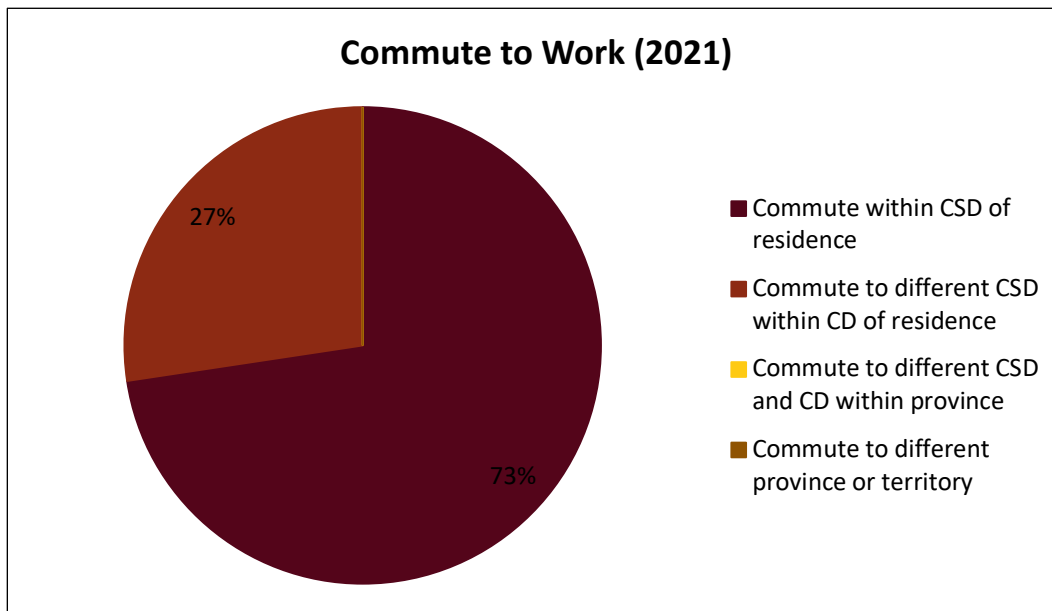


Figure 5-11

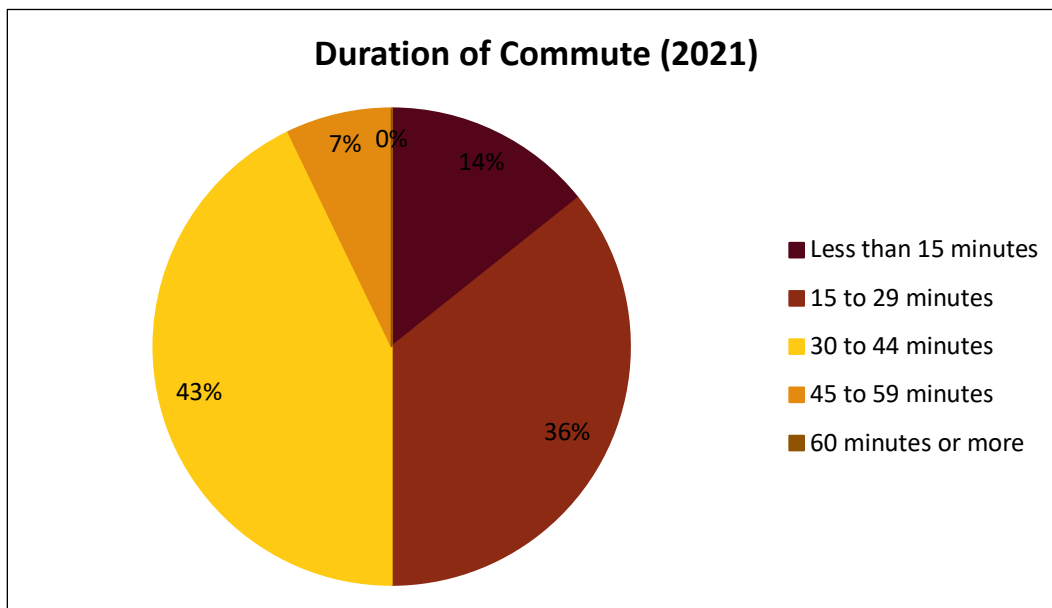


Figure 5-12

B.5 INFRASTRUCTURE AND COMMUNITY SERVICES

B.5.1 INFRASTRUCTURE

B.5.1.1 ROADS AND TRANSPORTATION

Provincial Highway No. 18 runs eastward from the City of Estevan through the Town; the CP Rail also runs through Town. There is also an airport within Town limits.

B.5.1.2 WATER AND WASTEWATER

The Town provides both water and sewer services to its businesses and residents. It owns and operates a wastewater lagoon, which was expanded in 2022-2023. The lagoon now has the capacity to support future growth. At the time of writing this profile and the planning bylaws, the Town was in the planning stages of upgrading the water treatment facility.

B.5.1.3 SOLID WASTE DISPOSAL

The Town provides curbside garbage and recycling services and maintains a solid transfer station.

B.5.2 COMMUNITY SERVICES

B.5.2.1 CULTURE AND HERITAGE

First Nations people have a long history in Saskatchewan dating back thousands of years. There are, however, no known Indigenous sites within the Town.

There is one Municipal Heritage Property in Town, the Greer Block. The property features a two-storey, brick and stone office building on three commercial lots in the Town's central business district. The Greer Block was constructed in 1905 to house the Royal Bank and Post Office and is now the oldest and largest brick building in the Town. The building provides ample office space but at the time of writing this profile, the building is not in use.

B.5.2.2 RECREATION

The Town and surrounding region provide plenty of opportunities for sport and recreation, including organized programs. These recreational facilities are one of the Town's most important and valued assets.

Recreational facilities and programs include hockey, curling, skating, tennis, and beach volleyball, among others.

The Bow Valley Regional Park, located just south of Town along the Souris River. The park offers camping, ball diamonds, kayaking, hiking, and a stage for events and performances. Every year, the Bow Valley Jamboree attracts residents and visitors for a weekend of camping and live music.

Other recreational sites and facilities include a very active seniors' centre, public library, outdoor pool, and the Moose Creek Regional Park. The surrounding landscape also provides access to a wide variety of passive recreational activities, such as hiking, cycling, hunting, fishing, and cross-country skiing.

B.5.2.3 EDUCATION

Oxbow Prairie Horizons School, which opened in 2011, provides pre-k to grade twelve education to approximately 350 students. The Town is within the Cornerstone School Division. The Ministry of education and School Division were consulted during the development of this profile and the associated bylaws, and confirmed that the existing school sites have adequate capacity to meet the needs of the community.



B.5.2.4 HEALTH AND EMERGENCY RESPONSE

The health centre in Town provides emergency care and other health and wellness services.

The Town and the RM share a volunteer fire department as well as a fire truck and fire suppression equipment. The RM owns an ambulance, which is run by Saskatchewan Health Authority. Law enforcement in the area is provided by the Carnduff and Carlyle RCMP detachments.