

# **VILLAGE OF CRAVEN**

## **SASKATCHEWAN**



**Official Community Plan**

**Bylaw No. 16-2024**

**2024**

**Village of Craven**

**Bylaw No. 16-2024**

**A Bylaw to Adopt an Official Community Plan**

1. Pursuant to Section 29 of *The Planning and Development Act, 2007*, the Council of the Village of Craven hereby adopts Schedule A, known as the Official Community Plan, which is attached to, and forms part of, this bylaw.
2. Bylaw No. 6/83, known as the Flying Creek Planning District Municipal Development Plan, and all schedules and amendments thereto are hereby repealed.
3. This bylaw shall come into force on the date of final approval by the Minister of Government Relations.

Read a first time this 10<sup>th</sup> day of December, 2024.

Read a second time this 11<sup>th</sup> day of March, 2025.

Read a third time and passed this 11<sup>th</sup> day of March, 2025.

CERTIFIED a true copy of Bylaw No. 16-2024.

Adopted by Resolution of Council on the

11<sup>th</sup> day of March, 2025.

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MAYOR

SEAL

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ADMINISTRATOR

**Schedule A**

Village of Craven

Official Community Plan

Bylaw No. 16-2024

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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 (OCP or Plan) in consultation with a Registered Professional Planner. The Village of Craven (Village) has therefore prepared and adopted this OCP in accordance with the requirements of the PDA to provide long-term strategic direction for managing growth and development within the municipality.

## 1.2 LAND USE PLANNING AND PLANNING BYLAWS

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.

### 1.3 APPLICABLE LANDS

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

## 2 MUNICIPAL GOALS AND PLANNING CONTEXT

### 2.1 COMMUNITY GOALS AND VALUES

#### 2.1.1 SUPPORT THE AGRICULTURAL INDUSTRY

The Village is committed to supporting the growth, diversification, and expansion of agriculture and value-added agricultural businesses.

#### 2.1.2 HIGH QUALITY OF LIFE

The Village will ensure all planning decisions and new development contribute to, and enhance, the quality of life for residents from all walks of life.

#### 2.1.3 ECONOMIC DIVERSITY

Encourage and support the development of commercial businesses that are beneficial and well-suited to the region, while minimizing conflicts with residential and recreational land uses.

#### 2.1.4 SERVICING CAPACITY

The growth, sustainability, and future success of the community is directly related to the effective management of the Village's public works and infrastructure. The Village will prioritize the maintenance and improvement of roads and utilities, utilize sustainable practices, and focus on providing efficient services to residents.

#### 2.1.5 CULTURE AND HERITAGE

The Village will continue to promote and preserve the history, heritage, and culture of the region for the use, enjoyment, and education of future generations.

#### 2.1.6 ENVIRONMENTAL STEWARDSHIP

The Village recognizes and values its natural physical assets. Council will encourage community ownership of the land to ensure the long-term protection of the natural environment.

#### 2.1.7 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.

#### 2.1.8 PUBLIC SAFETY

The Village is situated in a unique location in the Qu'Appelle Valley, where the river, valley slope, railway, and highway meet. The safety and security of Village residents and their properties is a priority.

The development of land adjacent to the Qu'Appelle River, which may be subject to flooding, land on unstable slopes, is in proximity to the Canadian Pacific Railway, or is otherwise potentially hazardous will be avoided.

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#### 2.1.9 TRANSPORTATION

Municipal roads will be constructed and maintained to a standard that ensures an efficient and cost-effective transportation network and allows for the safe movement of motor vehicles, pedestrians, and active transportation. The Village will work with the Ministry of Highways to support both provincial and municipal interests and prioritize public safety.

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#### 2.1.10 INTER-MUNICIPAL COOPERATION

Encourage diversity and sustainability within the region by continuing to share resources, and work cooperatively with The RM of Longlaketon No. 219, the Town of Lumsden, and other neighbouring communities along Last Mountain Lake. Opportunities for regional servicing will be explored when planning transportation and public utilities in order to increase long-term efficiency and connectivity.

### 2.2 AREAS OF INTEREST RELATED TO PLANNING

- Ensuring safe development and maintaining efficient water and sewer systems in an area that is prone to slope instability, particularly along Fraser Avenue.
- Accommodating growth and future development with limited capacity in the water and sewer systems.
- The need for public participation and consultation processes during the evaluation of development proposals.
- Separating incompatible land uses.

### 3 POLICIES FOR LAND USE AND DEVELOPMENT

#### 3.1 GENERAL DEVELOPMENT POLICIES

- a) The Village shall maintain a sustainable form, encourage a mix of land uses and densities, and encourage the efficient use of land, infrastructure, and municipal services. New development shall be directed to areas of existing services or where the construction of new services would be convenient and cost-effective.
- b) Future development shall integrate with the natural landscape and shall complement the existing design and character of the community.
- c) Where required by provincial and federal building codes and legislation, new buildings shall be designed to meet the standards for accessible building design.
- d) Development proposals will be evaluated based on the need for the development, servicing capacity, compatibility with neighbouring land uses, and site suitability.
- e) Large-scale, multi-parcel, and phased development shall be guided by concept plans as described in the Zoning Bylaw.
- f) Approval-in-principle for any development application will not be common practice. Council will make informed decisions by requiring all relevant supporting information to be submitted by the developer and reviewed by the Village prior to finalizing a decision.
  - i. Council will require applicants to provide the Municipality with all the information needed to assess the following applications:
    - a. Amendments to the OCP;
    - b. Amendments to the Zoning Bylaw;
    - c. Subdivision applications; and
    - d. Development permit applications.

#### 3.2 MUNICIPAL INFRASTRUCTURE

##### 3.2.1 OBJECTIVES

- a) Improve active transportation facilities and provide greater connectivity to key destinations.
- b) Establish a safe, convenient, and efficient transportation network within the Village.
- c) Provide and maintain an appropriate standard of utilities and ensure development supports the cost of new services.

- d) Ensure the capacity of municipal services and infrastructure meets the needs of the current population and can support projected growth.
- e) Upgrade or expand municipal infrastructure as required in order to meet current and projected needs.

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### 3.2.2 POLICIES

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#### 3.2.2.1 GENERAL

- a) The Municipality will maintain an updated asset plan or inventory of municipal services to help ensure servicing capacity meets the current and future needs of the community.
- b) Contaminated or hazardous waste must be disposed of in compliance with all provincial and municipal requirements.

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#### 3.2.2.2 ROADS AND TRANSPORTATION

- a) All development requires direct access to a developed all-weather public road.
- b) New development will be directed to areas of existing roads and services to avoid the need for new infrastructure. Where appropriate, Council may work with provincial agents, developers, and other stakeholders to identify potential utility corridors.
- c) Where new or expanded transportation, routes are proposed in proximity to Village boundaries, the Village will make an effort to coordinate transportation networks with those in neighbouring communities, in order to improve connectivity.
- d) New transportation routes shall be designed to accommodate emergency response vehicles and evacuation.
- e) Development proposals should consider active transportation throughout the community to encourage walking, cycling, and other methods of transportation.
- f) Streets and sidewalks in areas of higher pedestrian activity should meet the federal and provincial accessibility standards and be maintained for safe pedestrian movement.

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#### 3.2.2.3 DEVELOPMENT IN PROXIMITY TO HIGHWAYS AND RAILWAY OPERATIONS

- a) Development proposed in proximity to a railway shall take into consideration the Guidelines for New Development in Proximity to Railway Operations document and the regulations in the Zoning Bylaw.
- b) Prior to issuing a decision, the Village will consult with the railway company regarding development proposals in proximity to a railway.

- c) The Ministry of Highways will be consulted regarding any development proposed in proximity to a provincial highway. Development proposals adjacent to provincial highways will be referred to the Ministry of Highways and Infrastructure for review and comment.
- d) 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.

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#### 3.2.2.4 UTILITIES

- a) Cooperation will be encouraged with SaskPower, SaskEnergy, TransGas, SaskTel, and other utility companies 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) The Village may cooperate with utility providers, provincial ministries, and neighbouring municipalities to identify, and plan for, utility corridors. Land that has been identified as a utility corridor should be protected, or dedicated, during the subdivision process.

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#### 3.2.2.5 WATER AND SEWER

- a) The Village shall consider the capacity of existing servicing infrastructure when evaluating proposed developments that require significant volumes of water.
- b) The Village 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.
- c) All new stormwater management systems shall be designed by a professional engineer and shall adhere to appropriate engineering standards.
- d) Expansions to the municipal water and sewer systems, such as the installation of lines to new developments, shall be located where the potential for slope instability is minimal.
- e) All new developments shall be connected to the municipal water supply system.
- f) Private wells will not be permitted within Village boundaries.

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#### 3.2.2.6 PUBLIC HEALTH AND SAFETY

- a) Public health, safety, and accessibility shall guide all new development in the Village. Proposals which 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) Separation distances from existing or planned public works facilities, pipelines, railway lines, and other distribution lines shall conform to provincial and industry standards.
- d) To the extent possible, the Village will 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.

### 3.3 LAND MANAGEMENT AND ENVIRONMENTAL PROTECTION

#### 3.3.1 OBJECTIVES

- a) Identify or acknowledge areas that are potentially hazardous, or 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 the 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, native prairie, regional features, and areas of wildlife habitat and ecological lands as defined by *The Wildlife Habitat Protection Act* (WHPA), or Regulations made thereto.
- b) Development proposals that would result in harm to wild species or their habitats in contravention of the provincial or federal legislation will be refused.



- c) 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.
- d) 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.
- e) Development proposals which include, or could impact environmentally sensitive land, critical habitat, or other significant environmental features, shall integrate natural open space and habitat corridors.
- f) To the extent possible, and with the exception of passive recreation, developments should not include environmentally sensitive land, critical habitat, or landscape features, which are significant to the region.
- g) Development proposals that could result in significant pollution, nuisance, damage to 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;
  - ii. Poor drainage;
  - iii. Slope instability;
  - iv. Erosion; and
  - v. Land with similar constraints.
- b) Hazard lands are identified on the Zoning District Map or Opportunities and Constraints Map as 1:500-Year Flood Hazard Area or Potential Environmentally Sensitive/Potentially Hazardous. For the purpose of this bylaw, these areas may also be referred to as land below the 1:500 Estimated Peak Water Level. Land that is in proximity to water bodies or water or on slopes are also considered potentially hazardous. Council may also consider local knowledge and historical records 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 located in the flood way 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 shall be attached as a condition of development permit approval.

- d) The Village will prohibit the development of new buildings and additions to buildings located within the floodway of the 1:500 Flood Estimated Peak Water Level.
- e) The Village will require flood-proofing of new buildings and additions to buildings to a Minimum Building Elevation of 0.5 metres above the 1:500 Flood Estimated Peak Water Level of any watercourse or water in the flood fringe.
- f) With the exception of provincial and municipal operations, the portions of the Qu'Appelle River and its tributaries that are within Village boundaries shall not be altered or impacted. Proposals for new development on lands adjacent to the Qu'Appelle River shall be referred to the Water Security Agency, the Saskatchewan Ministry of Environment, and/or the Saskatchewan Heritage Conservation Branch for review. Provincial requirements and regulations shall guide Council's decision.
- g) New development shall be directed to areas of the Village where the potential for slope instability is minimal and where impacts can be suitably mitigated. New development shall not be permitted on any potentially unstable slope area without the required professional site assessment and the incorporation of the recommended mitigation measures specific to the site.

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#### 3.3.2.3 SURFACE AND GROUNDWATER PROTECTION

- a) The Village will consider the potential and cumulative impacts of a proposed development on water bodies, waterways, and shore lands. Development applications that could impact surface or groundwater will be referred to the applicable provincial agencies and departments for review and comment.
- b) To ensure surface and groundwater resources are protected from depletion or contamination, the Village may require the developer to provide 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.

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#### 3.3.2.4 DRAINAGE

- a) Adequate drainage of surface water is required throughout the Village. Site shall be properly graded to ensure suitable drainage.
- b) A professional drainage and grading plan may be required for future development to ensure adequate drainage of the development site. Drainage designs shall also protect neighbouring sites and infrastructure from potential adverse effects of runoff.

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#### 3.3.2.5 VEGETATION

- a) To the extent possible, existing trees, vegetation, and unique flora 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.

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#### 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. The Village may apply the following fire protection policies as part of a development review:
  - i. Development permit applications may be referred to the local fire marshal for comment prior to a decision being issued;
  - ii. Green space, or separation distances, may be used to separate buildings from trees and vegetation when necessary;
  - iii. Municipal roads shall be appropriately designed in order to provide adequate emergency vehicle access and egress.

### 3.4 RESIDENTIAL DEVELOPMENT

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#### 3.4.1 OBJECTIVES

- a) Allow for the development of a range of residential uses including acreage, single-detached, semi-detached, duplex, and multiple unit dwellings.
- b) Optimize the use of serviced land within the Village boundaries.
- c) Provide for a safe, healthy, and livable pedestrian and cyclist-friendly community.

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#### 3.4.2 POLICIES

- a) Re-development and infill development on vacant or underutilized land within existing serviced areas will be supported.
- b) Sight lines, natural beauty, and important environmental areas should be preserved to enhance the aesthetic quality of the neighbourhood.

- c) Coordinate with the RM of Longlake No. 219 and other neighbouring jurisdictions and communities to better assess and address residential needs in the region.
- d) Encourage energy and water-efficient building design and construction.
- 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 subdivisions should provide convenient access to public spaces such as parks, plazas, and community gardens.
- g) Care homes are considered necessary and will be accommodated in suitable locations.
- h) Limited commercial and community service development will be considered at appropriate locations.
- i) New residential areas shall be developed to integrate with existing development in a manner that facilitates efficient servicing and linkage 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 supporting businesses and commercial uses that are in demand and well-suited to the community.
- b) Ensure the development and operation of all businesses occur in a manner that minimizes negative impacts on the environment, culture and heritage resources, and surrounding land uses.
- c) Ensure all business developments are adequately serviced to meet the needs of the operation and municipal standards. Locate businesses appropriately with respect to infrastructure, accessibility and demand.
- d) Ensure highway commercial development does not detract from the character of residential or downtown commercial areas.

### 3.5.2 POLICIES

#### 3.5.2.1 GENERAL

- a) All business development shall have adequate services, including safe access and utilities that meet municipal standards. Council will encourage new 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) Large-scale commercial may be accommodated, provided their function is related to agricultural or natural resource industries, and provided they do not conflict with surrounding land uses.
- c) New commercial businesses that attract visitors and spur future economic development will be encouraged in areas of existing commercial development and areas that may be identified on a Future Land Use Map.
- d) 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.
- e) Land adjacent to Highway No. 20 shall be the primary location for commercial businesses, professional services, and cultural activity in the Village.
- f) The development or redevelopment of vacant sites for commercial businesses and temporary outdoor uses such as farmers' markets, events, etc. will be encouraged.
- g) The Commercial area shall be designed as an attractive public realm that promotes pedestrian traffic. Landscaping, minimal front yard setbacks, and transparent frontages are encouraged.
- h) Support and enhance pedestrian-oriented commercial developments and connecting to residential/other areas of the Village.

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#### 3.5.2.2 HIGHWAY COMMERCIAL

- a) The Village may require screening, landscaping or buffering to separate highway commercial businesses from adjacent land uses.
- b) Parking and loading areas shall be designed to prioritize the safe, efficient movement of vehicular traffic.
- c) Commercial and light industrial uses that support the agricultural sector will be supported and accommodated where there is appropriate access, servicing capacity, and where adjacent land uses are compatible.

### 3.6 HERITAGE, TOURISM, AND RECREATION

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#### 3.6.1 OBJECTIVES

- a) Identify areas suitable for the development of tourism and recreational uses and protect areas and sites of cultural and heritage significance.
- b) Provide opportunities for tourism, cultural activities, and recreation for local residents and visitors.
- c) Coordinate with neighbouring communities to ensure the Village's public and recreational facilities meet the needs of the residents of the Village and surrounding region.

- d) Enhance the community through the development of new recreational facilities.
- e) Protect heritage resources by ensuring the appropriate site assessments are conducted prior to developing land with the potential for heritage value.

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### 3.6.2 POLICIES

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#### 3.6.2.1 HERITAGE AND CULTURALLY SENSITIVE AREAS

- a) Development proposals that recognize and promote culture and tradition will be encouraged.
- b) In consultation with the Heritage Conservation Branch, it has been determined that all land within Village boundaries is heritage-sensitive. Therefore:
  - i. The Village will work with the Heritage Conservation Branch of the Ministry of Parks, Culture and Sport 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.
  - ii. All developers will be referred to the “Developers’ Online Screening Tool” for heritage sensitivity (or a subsequent tool provided by the Province) and the online Saskatchewan Registry of Heritage Properties, both administered by the Heritage Conservation Branch of the Ministry of Parks, Culture and Sport, to assess the need for further analysis.
  - iii. All development applications shall be referred to the Heritage Conservation Branch to assess the potential for heritage sensitivity.
  - iv. Amendments to this OCP and the associated Zoning Bylaw may be referred to the Heritage Conservation Branch for review prior to adoption.
- c) 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.
- d) 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.
- e) The Village will support community organizations and events that promote and celebrate the community’s heritage and culture.
- f) The Village may establish and maintain an inventory of the Village’s heritage and culture resources. The inventory may require consultation with a professional archaeologist and 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.

- g) Educational and tourism activities may be directed to areas with cultural and heritage values, provided the resource can be preserved.
- h) The Village may consider the development of a Municipal Culture Plan or develop and maintain an inventory of the Village's buildings, sites, and other unique features of historical significance.

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### 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 natural environmental features, heritage or, cultural resources provide recreational and tourism opportunities.
- c) Tourist accommodations, such as bed-and-breakfasts, which are ancillary to a residential use, are considered acceptable secondary uses.
- d) Development proposals that support and enhance the tourism industry, particularly those which promote the region's unique heritage will be supported and encouraged.

## 3.7 FUTURE URBAN DEVELOPMENT

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### 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 future urban land requirements are not restricted by ad-hoc development or incompatible uses.

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### 3.7.2 POLICIES

- a) Council will consider the following factors when evaluating application to rezone, subdivide, and/or develop land zoned Future Urban Development District:
  - 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 Longlaketon No. 219 a procedure for reviewing and commenting on developments proposed within 1.5 kilometres (0.93 miles) of the Village boundaries.



## 4 FIRST NATIONS AND MÉTIS ENGAGEMENT, AND INTER-MUNICIPAL 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 FIRST NATIONS AND MÉTIS COMMUNITIES

- a) When a development proposal or planning decision may impact the activities of a nearby First Nation or Métis 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 First Nations and Métis 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 appropriate, and mutually beneficial, Council will endeavour to resolve land use issues and cooperate on joint service programs to achieve shared goals of the Village and the Band.
- e) 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 INTER-JURISDICTIONAL COOPERATION

- a) The Village will work with neighbouring municipalities to provide efficient and cost-effective infrastructure and service delivery. The Village will also explore opportunities to develop joint service programs where such arrangements will be of benefit to the municipality and community.
- b) To coordinate planning and growth with other jurisdictions, the Village will consult with provincial and federal government agencies and other communities and organizations regarding land use and community development.

- c) The Village will engage adjacent municipalities and neighbouring First Nations 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 Village.

## 5 PLANNING TOOLS AND IMPLEMENTATION

### 5.1 ZONING BYLAW

The Zoning Bylaw will be the primary means of implementing the policies identified in this OCP. The purposes of the Zoning Bylaw are to control the use of land to provide for the amenity of the area within the council's jurisdiction, and for the health, safety, and general welfare of the inhabitants of the Municipality.

### 5.2 AMENDMENTS TO THE PLANNING BYLAWS

- a) Amendments to the OCP and/or Zoning Bylaw to accommodate 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 Village, 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 and change in land use on the existing and planned neighbouring lands and the cost and availability of services.
- d) Council shall endeavour to conduct a comprehensive review of this OCP every five years or as needed, to ensure the objectives and policies remain relevant and are aligned with the community's current goals.
- e) Because much of the land within the Village is considered to be heritage-sensitive, proposed bylaw amendments may require consultation with the Heritage Conservation Branch of the Ministry of Parks, Culture, and Sport.

### 5.3 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 Village boundaries, may be subject to inter-municipal 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 requirement under the PDA, Council may recommend the requirement to 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 and the need for new municipal reserve land, funds to develop existing or planned municipal reserve, or proposed future development. 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 the PDA, 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 Village.
- e) School Sites:
  - i. The Village 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 Village of Craven, 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/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 will 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 OCP. 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 structure and shall be directed away from prime agricultural land and ILOs. The annexation process and the need for urban expansion should consider the conversion of 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 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

At the time of developing this OCP and the associated Zoning Bylaw, Council decided not to include a Future Land Use Map. However, if deemed necessary in the future, the Village may adopt a Future Land Use Map to identify areas that may be suitable for development.

### 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 Village.

### 5.10.3 OPPORTUNITIES AND CONSTRAINTS MAP

The Opportunities and Constraints Map, attached to and forming part of the Zoning Bylaw, identifies the general locations of heritage and environmentally sensitive lands within the Village. This map is to be used as a guide, as it shows the general areas of sensitivity based on data obtain at the time of adopting the bylaws. Developers are responsible for obtaining additional information in the way of professional studies or site assessments in order to determine specific site information.

## 5.11 ADMINISTRATION

- a) This OCP is binding upon Council and all development within the incorporated limits of the Village.

- 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 Plan as a whole, or any other part, section or provision of this Plan.

## 5.12 DEFINITIONS

The definitions contained in the Zoning Bylaw shall apply to this OCP.

**APPENDIX A – COMMUNITY PROFILE**



# VILLAGE OF CRAVEN

## SASKATCHEWAN



**Community Profile**

**2024**

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**A.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 municipal characteristics such as demographics, economic activity, history and heritage resources, and the physical environment in and around the Village of Craven (Village).

## A.1 HISTORY AND PHYSICAL SETTING

### A.1.1 LOCATION

Craven is an urban municipality in the RM of Longlaketon No. 219. The Village covers a land area of approximately 1.22 square kilometres (122 hectares) at the southern tip of Last Mountain Lake, in the Qu'Appelle Valley. Situated thirty minutes northwest of the City of Regina, and less than a ten minutes' drive to the Town of Lumsden, the municipality is ideally located for convenient access to employment opportunities, health and medical care, community and business services, and innumerable outdoor recreation areas.

The Village is located on Treaty Four Territory, traditional lands of the Nêhiyawak (Cree), Nahkawé (Saulteaux) and Nakota, and homeland of the Métis, Dakota, and Lakota.



Figure 1



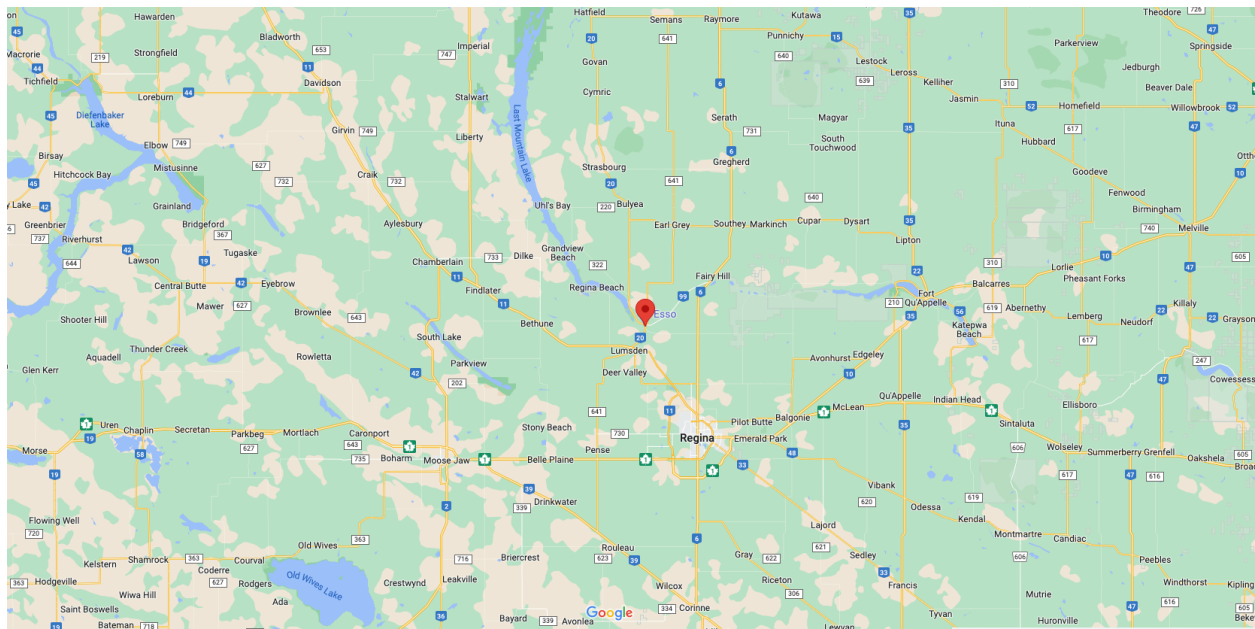


Figure 2

### A.1.2 HISTORY

Last Mountain Lake is the largest natural body of water in southern Saskatchewan and has been in existence for thousands of years. The resource-rich valley and lakeside environment would have been an incredibly important resource to First Nations, who inhabited the region for thousands of years before European contact. Métis people also had a strong presence in the area during and after the fur trade.

European settlement in the region dates back to 1882. The community was originally named Sussex and was located about a half mile east of the current site. In the 1880s, the post office and the first community store were built at the current site of the Village, along with the rail line to Regina. The community developed slowly but steadily, and on April 11, 1905, the Village of Craven was incorporated. In the 1970's, Highway No. 11 was twinned, spurring more rapid growth in the Village and surrounding areas.

### A.1.3 ENVIRONMENT

The Village is located on the boundary between the Moist Mixed Grassland, which marks the northern portion of open grassland, and the Aspen Parkland. The landscape is primarily comprised of glacial till, with short, steep slopes, sloughs, and lacustrine plains created by former large glacial lakes. Native vegetation consists primarily of non-arable pasture lands, spear grasses, wheat grasses, and deciduous shrubs including snowberry, rose, and chokecherry. Although the natural landscape is mostly treeless, aspen groves are often found around undrained depressions. The climate and vegetation provide valuable habitat for mule and white-tailed deer, Richardson ground squirrel, coyote, badger, and jack rabbit.

Last Mountain Lake was formed as a result of glaciation 11,000 years ago. The lake flows into the Qu'Appelle River via Last Mountain Creek, which flows past the Village. The Craven Dam is located

immediately east of the Village at the junction of the Qu'Appelle River and Last Mountain Creek. The dam, operated by the Water Security Agency, does not create a reservoir, rather, its purpose is to regulate water flow along the Qu'Appelle River.

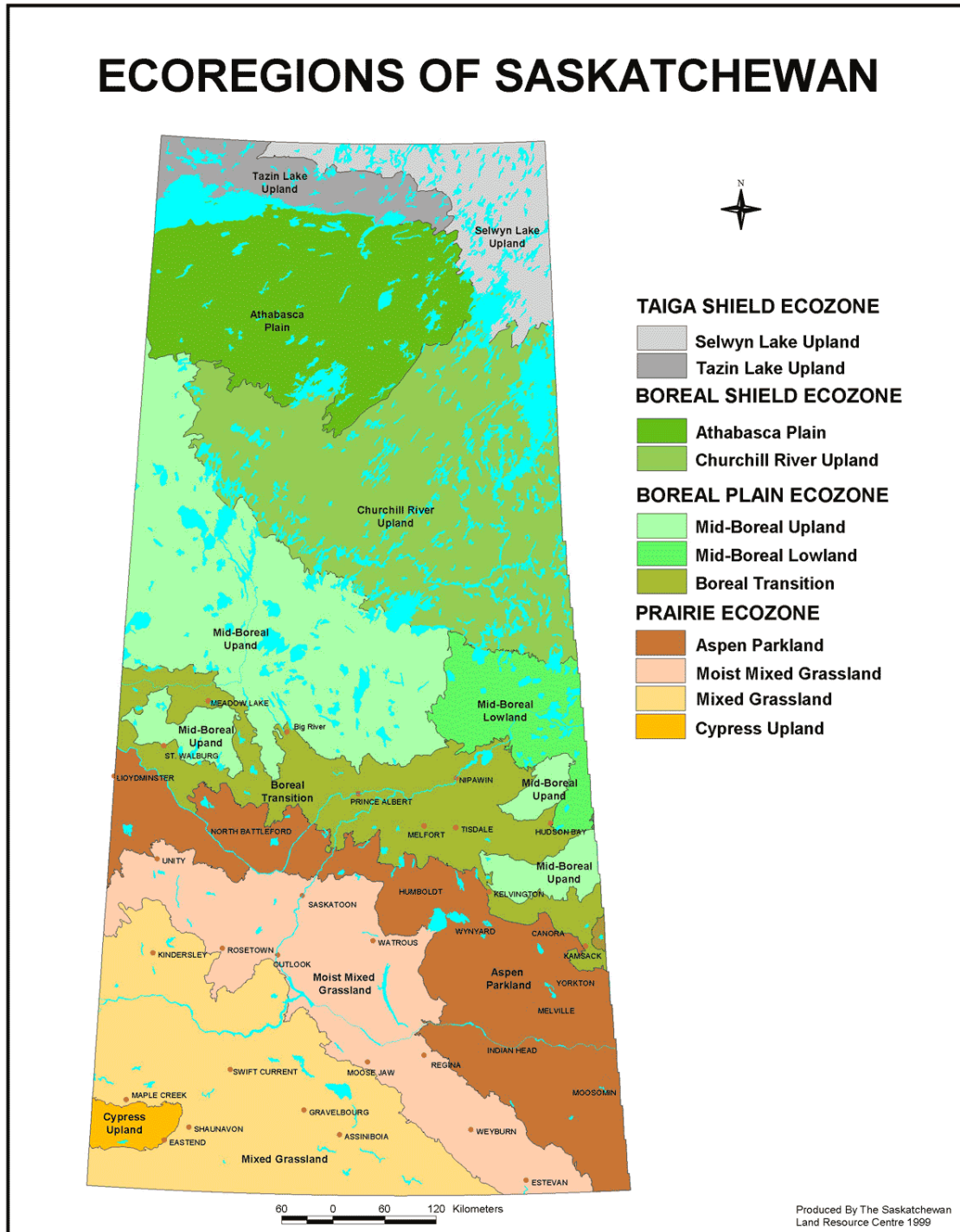


Figure 3

## A.2 POPULATION

Population characteristics are an important consideration in the planning, design, and location of new and expanded services and infrastructure. Demographics are also important in determining the need for housing, social programs, and other community services. The following subsections are based on data obtained from the 2021 Census of Population (Census)<sup>1</sup>.

### A.2.1 POPULATION COMPOSITION AND DENSITY

The total population of the Village, based on the Census, is 266. This represents a 24.3% increase from the 2016 Census, or an annual average growth rate of 4.4%. This growth rate is significantly higher than the rates of growth experienced by most other small urban and rural municipalities in southern Saskatchewan.

The average age of residents in the municipality is 40.6 years and the median age is 42. The graphs in Figures 4 and 5 show a relatively even distribution amongst the age and sex groups, with a slightly lower number of people aged 20-29. This could indicate that young adults are moving out of the Village in search of education or employment opportunities. However, the high number of children and youth could suggest that young families are moving in or moving back to the Village, to raise children.

The total land area of the Village is approximately 1.22 square kilometres, which provides a population density of 217.8 people per square kilometre. For comparison, the population density of the RM of Longlaketon, surrounding the Village is 1.1 person per square kilometre. This is important when considering bylaw enforcement, emergency response measures, transportation corridors and the provision of other municipal services.

<sup>1</sup> Statistics Canada. 2022. (table). *Census Profile*. 2021 Census of Population. Statistics Canada Catalogue no. 98-316-X2021001. Ottawa. Released December 15, 2022.  
<https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/index.cfm?Lang=E> (accessed January 30, 2023).

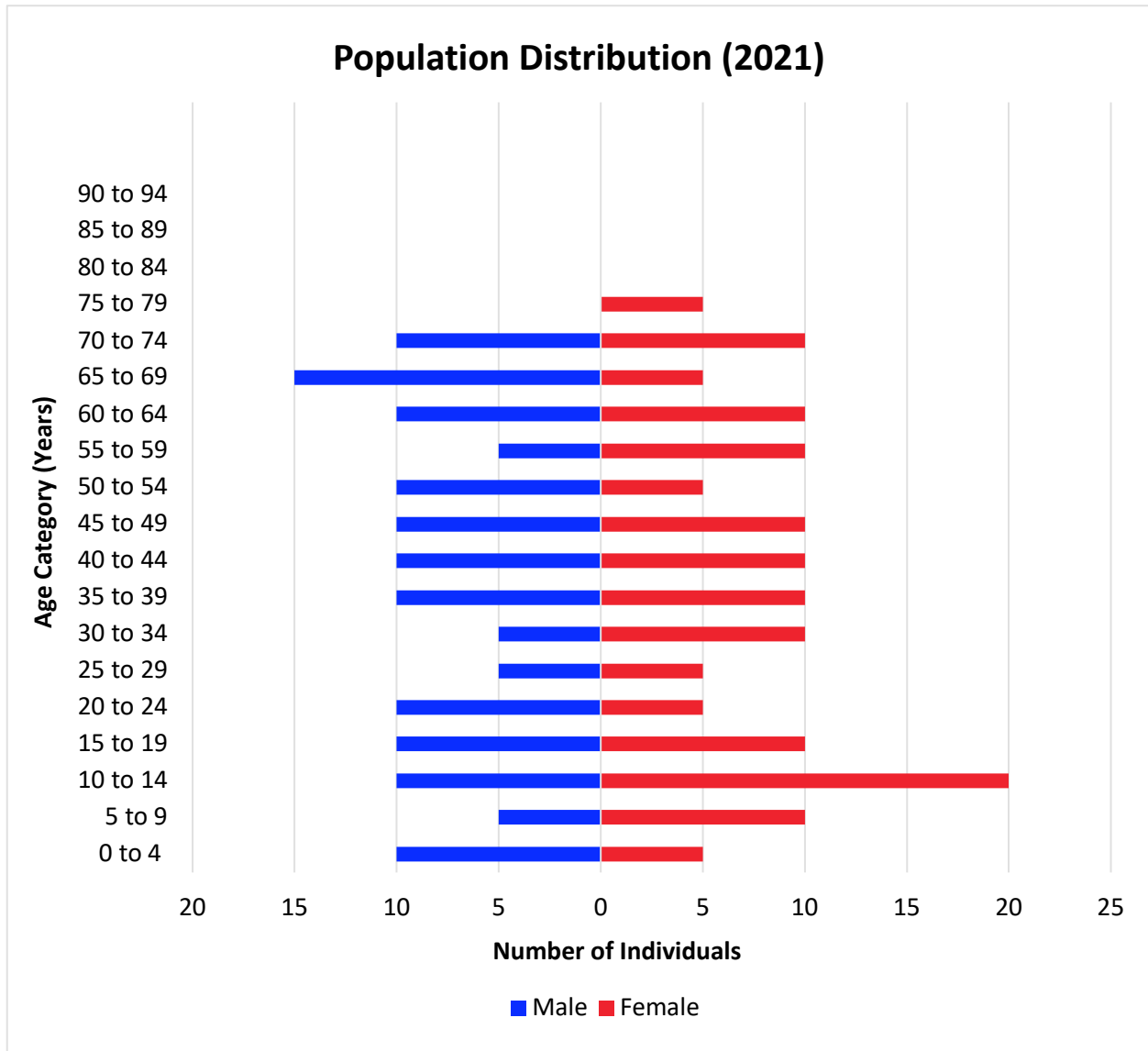


Figure 4



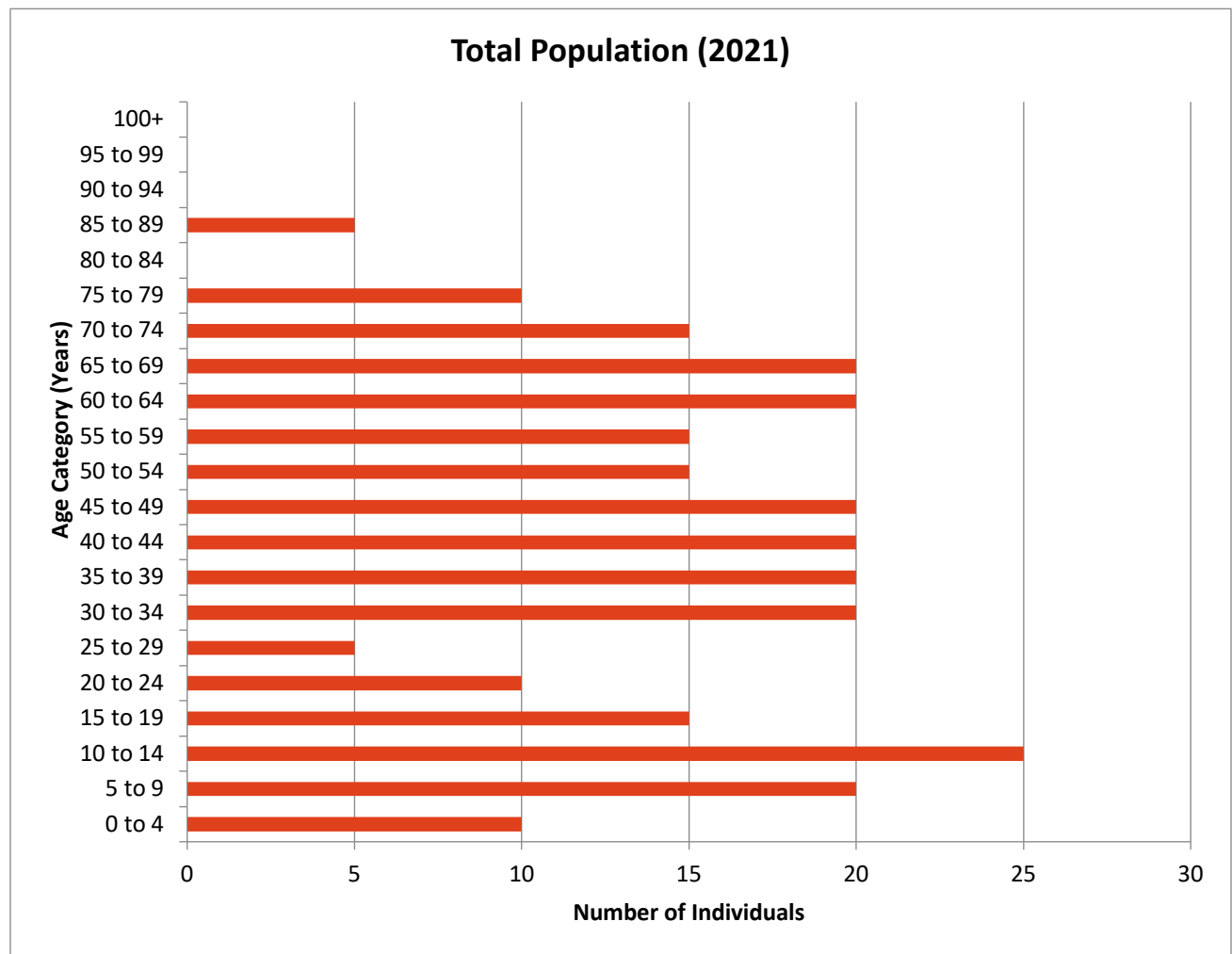


Figure 5

### A.2.2 POPULATION PROJECTIONS

Population projections involve using current and historical population data to forecast the future population of a community. It should be noted that for relatively small populations, external variables and errors in population counts can have a significant impact on the data and results. The population projections used in this profile are based on the calculations completed by Wyatt Engineering for use in the Village of Craven Waterworks System Assessment, dated May 10, 2022<sup>2</sup>. Background information regarding the methodology can be found in their report. Tables 1 and 2 provide historical population, growth rates, and population projections for the Village.

<sup>2</sup> Wyatt, A. (2022). *Village of Craven Waterworks System Assessment* (2021-103). Wyatt Engineering.

Table 1

Historical Population and Growth Rates		
Year	Historical Population	Annual Growth Rate (%)
1996	278	-
2001	264	-1.00
2006	274	0.70
2011	234	-3.10
2016	214	-1.80
2021	266	4.40
20-year growth rate		0.00

Table 2

Population Projections		
Year	Projected Population	Growth Rate (%)
2021	266	0.50
2022	267	0.50
2027	274	0.50
2032	281	0.50
2037	288	0.50
2042	295	0.50

### A.2.3 HOUSEHOLD CHARACTERISTICS

Understanding household characteristics provides information about community needs for employment, community programs, and family services. This information is important during the development of policies and regulations that will meet the needs of the residents.

There is a total of 110 private homes in the Village, most of which are single detached dwellings. The majority of adults in the Village are married or living as common law; there is almost an even split between the number of couples with and without children. Most homes are one or two-person households, the average household size is 2.4 people. The figures below provide a brief description of household and family characteristics.

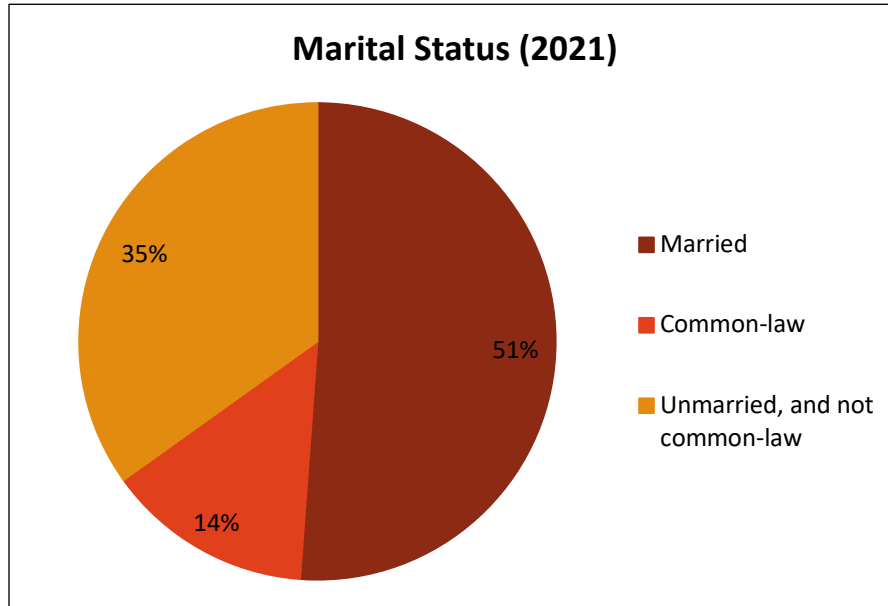


Figure 6

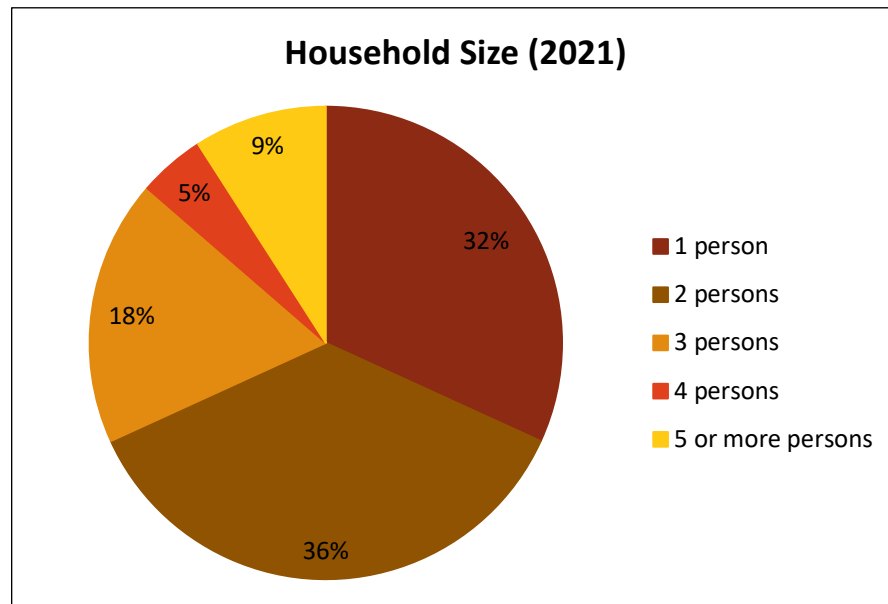


Figure 7

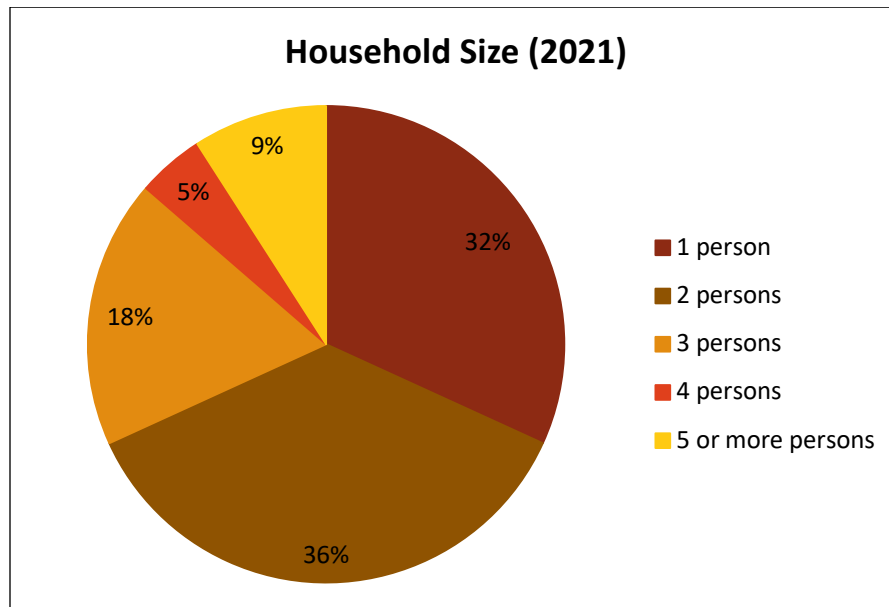


Figure 8

### A.3 ECONOMY

The following section regarding employment and income is also based on the Census. The economy in the Village and surrounding region is based primarily on the agricultural and natural resource sectors. The majority of village residents are employed in trades and transport or the sales and service industries, which provide support to the surrounding producers. Maintaining the agricultural and rural environment of the community is important to the community and the Village will continue to support agricultural activities. In 2020, the median employment income of individuals was \$43,600 and the average employment income of individuals was \$60,000. Tables 3 and 4 show the number of people employed in the principal fields of occupation and annual income.

**Table 3**

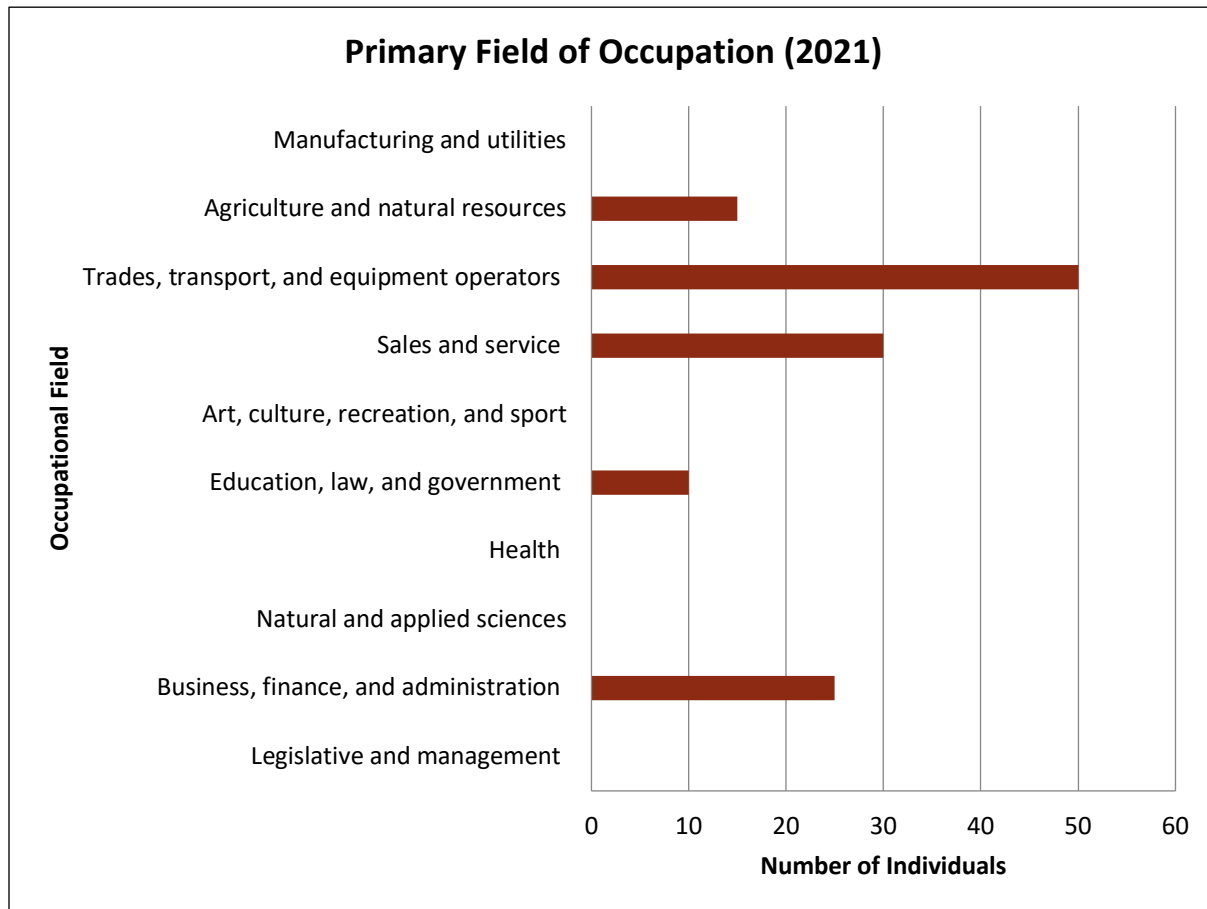
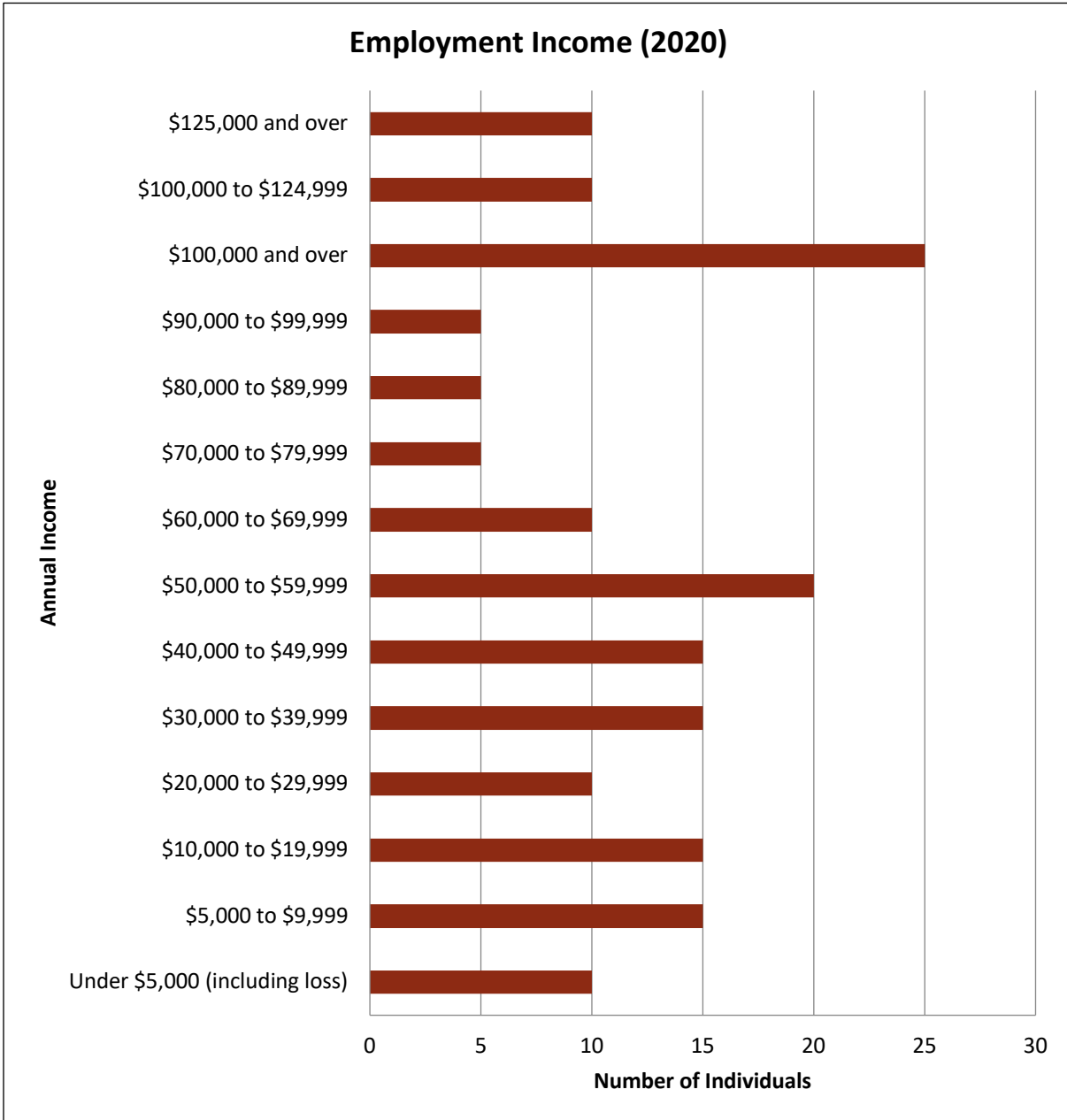


Table 4



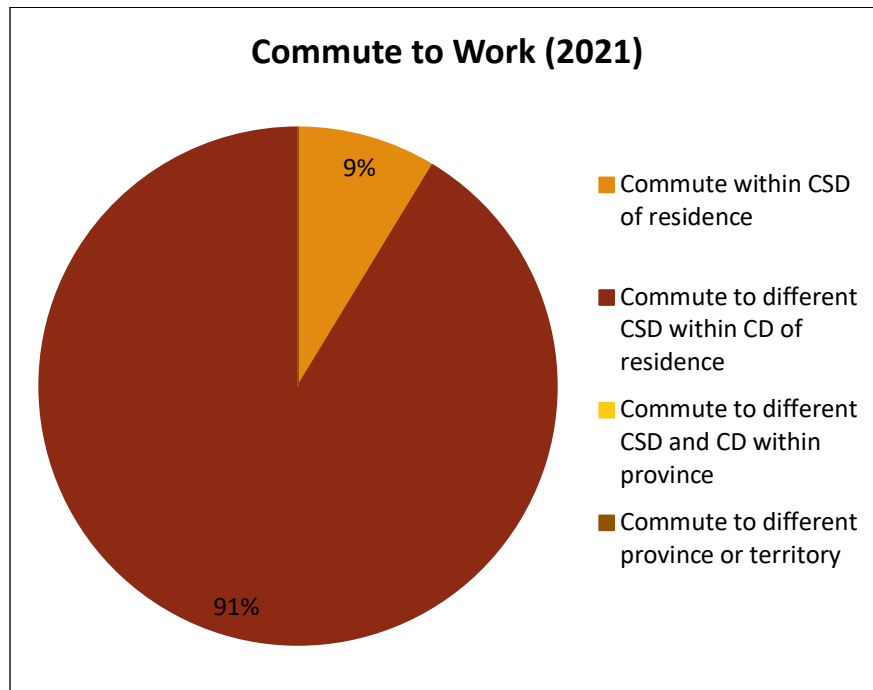


Figure 9

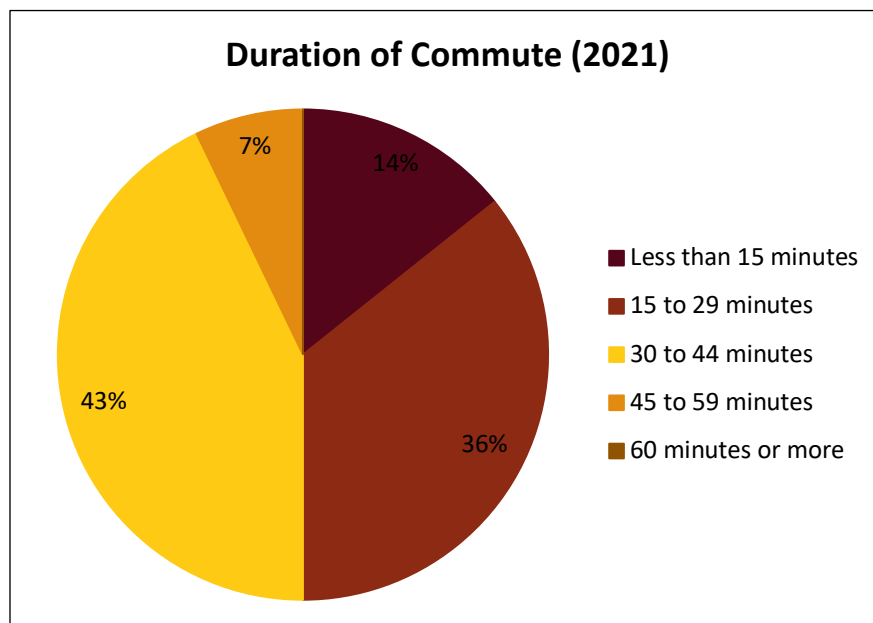


Figure 10

## A.4 INFRASTRUCTURE AND COMMUNITY SERVICES

### A.4.1 INFRASTRUCTURE

Large portions of the valley slopes on either side of Last Mountain Lake are slump-prone. In the Village, shifting slump blocks combined with aging infrastructure have resulted in damage to utility lines and the need for costly repairs.

### A.4.2 ROADS AND TRANSPORTATION

Craven is located at the intersection of Highway No. 20, a two-lane highway, and Highway No. 99, which runs through the Village. Grid 641 travels north from the Village and intersects with Highway No. 22 in the Village of Earl Grey.

These transportation routes help to support the region's agricultural industry as well as local tourism and recreation. The Village recognizes the importance of its roads and therefore makes a significant effort to maintain the condition of municipal roads, including the implementation of a capital management plan to maintain and restore roads.

### A.4.3 WATER AND WASTEWATER SERVICES

The demand for treated water supply and wastewater disposal is an important consideration, as expansions to either system can be very costly. Further, lack of capacity in water or wastewater treatment systems can limit the growth of a community.

The Village owns and operates a water treatment plant. Two water mains provide treated water to the entire community. At the time of writing these bylaws and the municipal profile, the Village was in the process of applying for grant funding to upgrade the water treatment plant and dig two new wells. Additional upgrades are needed to repair or replace water lines.

With the exception of the acreages on the east side of the Village, homes and businesses are connected to the municipal sewer line for the disposal of liquid wastes. Solids are disposed of into private holding tanks; residents are responsible for having their holding tanks pumped and the waste hauled. At the time of writing this profile, the municipal lagoon was undersized. The treatment system would need to be expanded to accommodate future growth.

### A.4.4 EMERGENCY RESPONSE

Law enforcement in the area is provided by the RCMP. The closest detachment is in the Town of Lumsden.

The Village has a fire hall and volunteer fire department. The local fire departments of neighbouring communities can be upon if necessary.



## A.5 COMMUNITY SERVICES

### A.5.1 RECREATION

The landscape and location surrounding the municipality provides access to a wide variety of outdoor activities. Passive recreation in the region include swimming and boating, camping, hiking, cycling, fishing, and cross-country skiing. The Village also maintains a rink, a community centre, and two playgrounds, and Craven World Campground.

In addition to the many opportunities for outdoor recreational activities, the Village and the surrounding RM are the venue for the annual Country Thunder Music Festival. The music festival is a significant cultural and tourism event, with economic benefits for the area, as it brings in thousands of visitors from all over North America.

### A.5.2 CULTURE AND HERITAGE

Last Mountain Lake was an important resource to First Nations and Métis people, because of this, there is a high to very high potential for encountering archaeological sites in and around the Village in both the developed and undisturbed lands. As of 2022, dozens of archaeological sites have been recorded along the length of Last Mountain Lake. Four of these known archaeological sites are within the Village and at least ten others are very close to village boundaries in the surrounding rural municipalities. Some of these sites are Sites of a Special Nature and are granted special protection under the *Heritage Property Act*.

The high heritage potential is due primarily to the terrain and hydrology. The confluence of Boggy Creek, Flying Creek, the Qu'Appelle River, and their associated valleys creates a lot of diversity in plants and animals and therefore, a high level of resources for people living off the land.

In addition to archaeological sites, there is some potential for paleontological resources (fossils) to be found along the Qu'Appelle River Valley. A paleontologist and archaeologist may be required as part of any infrastructure or development project to ensure these valuable resources are properly preserved and protected.

As for historic sites, Last Mountain House Provincial Historic Park is located approximately 10 kilometres northwest of the Village on Highway No. 20. Last Mountain House was constructed in 1869 by the Hudson's Bay Company and served as a winter outpost for its Fort Qu'Appelle operation. The historic site now displays replica buildings and interpretive panels explaining the history of the site.

### A.5.3 EDUCATION

The Village is within the Prairie Valley School Division. Students attend elementary and high school in the Town of Lumsden. During the development of this profile and the associated bylaws, it was noted by the school division office that although enrollment in the Lumsden schools is increasing, there is sufficient capacity for the area.

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A.5.4 HEALTH

There is a primary health care centre in the Village of Regina Beach. Hospitals and a range of health and medical services are available in the City of Regina.