

**Aquatic and Arenas Recreation Project Steering Committee**  
**Public Meeting Agenda**

**March 17, 2022 at 3:30 p.m.**  
**2<sup>nd</sup> Floor Main Boardroom, City Hall**

1. **Call to Order**
  
2. **Approval of Agenda**
  
3. **Approval of Minutes of Last Meetings** – December 14, 2021 & February 3, 2022
  
4. **Planning and Development Services Update (RPT AARP-SC 2022-04)**
  
5. **Date of Next Meeting** – Thursday, March 31, 2022 at 3:30pm
  
6. **Adjournment**

# AQUATIC AND ARENAS RECREATION PROJECT STEERING COMMITTEE

*RPT AARP-SC*

**TITLE:** Planning and Development Services Update

**DATE:** February 15, 2022

**TO:** AARP Steering Committee

**PUBLIC:** X

**INCAMERA:**

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## **RECOMMENDATION:**

That this report be received as information and filed.

## **TOPIC & PURPOSE:**

To provide an update to the Aquatic and Arenas Recreation Project Steering Committee in regards to Subdivision, Zoning, Building Permit and Development permit implications.

## **BACKGROUND:**

The Department of Planning and Development Services is responsible for the final approval of the Development Permit, Building Permit, Subdivision and Rezoning permits for the Aquatics and Arena Project and surrounding Development area. This report is intended to provide a brief update on each of these processes.

## **PROPOSED APPROACH AND RATIONALE:**

### **Subdivision Update**

Signature Developments submitted a concept plan depicting the overall proposed development of the properties, which was presented to City Council as part of the Servicing Agreement report on September 7, 2021. Shortly thereafter, Signature Developments and Administration agreed that the most suitable way to subdivide the land is a phased approach as prospective buyers within the Development come forward.

Planning and Development Services received a subdivision application for the initial phase of development in October 2021 to create the new public roadways (7<sup>th</sup> Avenue East & 42<sup>nd</sup> Street East), municipal reserve land (storm pond), one privately owned commercial parcel and the city owned parcel which will be home to the aquatics centre, and arenas.

In order to approve the subdivision for the initial phase as proposed, two bylaws to close undeveloped right-of-ways were required. These road closure bylaws were approved by City Council on November 29, 2021 (Bylaws No. 17 & 18 of 2021). The subdivision was completed and the titled parcels were created on January 13, 2022.

On February 4, 2022, Signature Developments submitted a proposed plan to create a “Feature Right-of-Way” to establish a legal easement to protect underground infrastructure running through the City Property. The plan was accepted by Administration and returned to the surveyor for submission to ISC (Information Services Corporation) for completion.

Planning and Development Services received a subdivision application for the second phase of development on January 14, 2022 to create three additional privately owned commercial properties for future development, South of 42<sup>nd</sup> Street East, which was approved by City Council on February 15, 2022. Upon completion of the final Plan of Survey to be reviewed by Administration, the plan will be approved and returned to Signature Developments surveyor to complete the subdivision with ISC and create the titled parcels.

### **Development Permit Update**

Administration met with the project consultant on January 20<sup>th</sup>, 2022 to provide information that is required as they prepare the necessary site plans and drawings to satisfy the requirements of Zoning Bylaw so that a Development Permit can be issued. Typically, a Development Permit must be issued prior to a Building Permit being approved for construction. To date, a Development Permit Drawing package has not been submitted by the consultant for review since the January 20<sup>th</sup> meeting, however it is expected shortly. Although City Council will consider numerous reports in regards to this project as a whole, Council approval is NOT required for the issuance of a Development Permit as this may be completed by the Director of Planning and Development Services.

## **Rezoning Update**

Administration will complete a zoning bylaw amendment to rezone the area from the current zoning district of FUD - Future Urban Development to the C4 – Highway Commercial Zoning District. Discussions between Administration, Signature Developments, and other land owners in the area are ongoing to ensure all relevant parcels are included in the upcoming rezoning. A report will be presented to Council on the rezoning in the coming weeks, once the second phase of the Signature Developments subdivision has been completed.

## **Building Permit Update**

The Building Division was provided with a set of plans for preliminary review on January 11<sup>th</sup>, 2022. This plan set was noted as being at 85% completion.

The Building department immediately undertook a review of the plans provided and on January 21<sup>st</sup>, 2022, the consulting architectural team was forwarded approximately 11 pages of items that will require their attention. Copies of the standard documentation, forms and permit applications that are required based on the drawings were also provided.

The provided feedback was relevant to the plan set submitted and is not a complete review. There are still significant pieces of information that is yet to be submitted such as Energy Code documentation or a set of sprinkler plans. We expect to receive a set of updated plans in the days ahead along with the additional required documentation at which time, we will once again complete a comprehensive expedient review. In general, a full plan review can be considered complete once all documentation and a 99% plan submission has been reviewed.

## **CONSULTATIONS:**

The Department of Planning and Development Services has consulted with the necessary administrative staff in the completion these processes along with the consultant and Signature Developments, as required.

## **FINANCIAL IMPLICATIONS:**

There is no financial cost to this report. This is an update on the project schedule for the Aquatic and Arenas Recreation Centre.



**OTHER CONSIDERATIONS/IMPLICATIONS:**

There are no policy, privacy, or official community plan, or communication implications at this time.

**PUBLIC NOTICE:**

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

Written by: Director of Planning and Development Services

Approved by: Jim Toye, City Manager

**Aquatic and Arenas Recreation Project Steering Committee**  
**Public Minutes of Meeting**

Tuesday, December 14, 2021  
3:30 p.m.  
Mayor's Boardroom, 2<sup>nd</sup> Floor, City Hall

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**Present:**

**Mayor G. Dionne, Chairperson**  
**Councillor T. Zurakowski, Vice-Chair**  
**Councillor D. Kilmer**  
**Jim Toye, City Manager**

**Wes Hicks, Director of Public Works**  
**Jody Boulet, Director of Community Services**

**R. Horn, Committee Secretary**

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Meeting convened at 3:41 p.m.

**1. APPROVAL OF AGENDA**

014. Moved by D. Kilmer, AND RESOLVED:

That the December 14, 2021 Aquatic and Arenas Recreation Project Steering Committee Public Meeting Agenda be approved as presented.

**2. MINUTES OF LAST MEETING**

015. Moved by Councillor T. Zurakowski, AND RESOLVED:

That the December 9, 2021 Aquatic and Arenas Recreation Project Steering Committee Public Minutes be approved.

**3. DISCUSSION ITEM #1**

**Handicap Parking Options (RPT AARP-SC 2021-7)**

016. Moved by Councillor T. Zurakowski, AND RESOLVED:

(a) That the Aquatic and Arenas Recreation Project Steering Committee forwards the following recommendation to City Council for consideration:

That the handicap parking lot at the Recreation Centre which includes the Aquatic and Arenas Recreation Centre be approved with the handicap parking lot design concept of a total of thirty (30) handicap parking stalls, nine (9) at the Aquatic and Arenas Recreation Centre and twenty-one (21) handicap parking stalls at the Event Centre. This represents an increase of 10 stalls greater than the City's Bylaw of 20 stalls (50% greater), representing Option 3 identified in the Report.

**4. DISCUSSION ITEM #2**

**Aquatic Competition Pool Access (RPT AARP-SC 2021-9)**

017. Moved by D. Kilmer, AND RESOLVED:

(a) That the Aquatic and Arenas Recreation Project Steering Committee forwards the following recommendation to City Council for consideration:

That the competition pool access be approved with the design concept of stairs and a lift davit to meet the accessibility specifications code as per Option 2 of the Report.

**5. NEXT MEETING: Thursday, December 23, 2021**

**6. MOTION TO ADJOURN:**

Adjournment – 4:00 p.m.

018. Moved by Councillor T. Zurakowski, AND RESOLVED:

That this Committee do now adjourn.

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CHAIRPERSON

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SECRETARY

**Aquatic and Arenas Recreation Project Steering Committee**  
**Public Minutes of Meeting**

Thursday, February 3, 2022

3:30 p.m.

Teams Virtual Meeting

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**Present:**

**Mayor G. Dionne, Chairperson**  
**Councillor T. Zurakowski, Vice-Chair**  
**Councillor D. Kilmer**  
**Councillor B. Edwards**  
**Jim Toye, City Manager**

**Wes Hicks, Director of Public Works**  
**Jody Boulet, Director of Community Services**  
**Craig Guidinger, Director of Planning & Development**  
**Kiley Bear, Communications Manager**

**Gord Broda, Advisor**

**R. Horn, Committee Secretary**

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Meeting convened at 3:35 p.m.

**1. APPROVAL OF AGENDA**

004. Moved by Councillor D. Kilmer, AND RESOLVED:

That the February 3, 2022 Aquatic and Arenas Recreation Project Steering Committee In-Camera Meeting Agenda be approved as presented.

**2. MINUTES OF LAST MEETING**

005. Moved by Councillor D. Kilmer, AND RESOLVED:

That the December 9, 2021 Aquatic and Arenas Recreation Project Steering Committee Public Minutes be approved.



**3. DISCUSSION ITEM #1 – COMMUNICATION REVIEW OF WEBPAGE AND ADDITION OF FAQ SECTION**

Add a Frequently Asked Question (FAQ) section to Aquatic & Arenas webpage on the City's website.

Consider time lapse photography of project and/or mount a livecam at development location.

**4. DISCUSSION ITEM #2 – SIGNATURE DEVELOPMENTS “THE YARD” UPDATE**

006. Moved by Councillor T. Zurakowski, AND RESOLVED:

That Signature Development's "The Yard" update be forwarded to an upcoming Executive Committee meeting for Council's information.

**5. DISCUSSION ITEM #3 - PROJECT SCHEDULE TIMELINES UPDATE  
RPT AARP-SC 2022-03**

007. Moved by Councillor D. Kilmer, AND RESOLVED:

That RPT AARP-SC 2022-03 be forwarded to an upcoming Executive Committee meeting for Council's information.

**6. INQUIRIES**

a. Councillor B. Edwards - Sledge Hockey

Can Administration investigate whether the rinks will be conducive to sledge hockey wherein there is a lowered gate entrance for sledges?

b. Inquiry by Councillor Zurakowski – Follow-Up Meeting with User Groups

Has Administration met with all user groups? This inquiry was adequately answered at the meeting.

**7. NEXT MEETING: Thursday, February 17, 2022 at 3:30pm**

**8. MOTION TO ADJOURN:**

Adjournment – 4:15 p.m.

008. Moved by Councillor T. Zurakowski, AND RESOLVED:

That this Committee do now adjourn.

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CHAIRPERSON

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SECRETARY