



Weyburn Airport Development Plan

Weyburn, Saskatchewan



PREPARED BY:

City of Weyburn
Engineering Department
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EXECUTIVE SUMMARY

The Weyburn Airport Development Plan is intended to be a blueprint for future development at the Weyburn Airport (CJE3), which is managed and operated by the City of Weyburn. This plan is a description of the most appropriate development options regarding land use, facilities and services required to ensure CJE3 meets its strategic objectives and accommodate expected levels of traffic for present and future users. It builds upon the City of Weyburn Airport Operations Manual and is guided by the efforts of the City of Weyburn.

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1. Background

The Weyburn Airport was constructed in late 1941 as part of the British Commonwealth Air Training Plan. In two years of operation from 1942-1944, it graduated 1,055 pilots and recorded more than 180,000 hours of flight time. The peak month was April of 1943 when over 12,000 hours were logged by 146 aircraft; 136 being single engine Harvards and 10 twin engine Avro Ansons. The station was abandoned on June 30, 1944. Post war, other uses included a children's physiological hospital in the 1950s and the home of the Western Christian College from 1957 to 1989.

Currently the Weyburn Airport serves the surrounding business community such as agricultural spraying, and passenger & cargo services for the gas and oil industry. The airport is also utilized by medical emergency services and recreational flyers.

The Airport was decertified in 2018 and now operates as a registered airport. The RM of Weyburn enforces zoning around the airport to protect the airspace. This includes enforcing restrictions for building heights and distances from the runway.



Figure 1: Aerial View of the Weyburn Airport

2. Site Description

The Weyburn Airport is located 2.2 nautical miles (4.1 km; 2.5 mi) northeast of Weyburn, Saskatchewan. It is a four-directional airport with 12-30 direction available (06-24 has limited maintenance). Runway 12-30 is a 4,000 ft. by 75 ft. runway completed in 1988.

Runway 12-30 meets the requirements for the aerodrome. It is situated so that it could be extended to approximately 1500m without requiring additional land. The City of Weyburn has no plans to extend Runway 12-30 in the foreseeable future, as it is currently meeting the needs of its users.

The Weyburn Airport amenities include:

- Pilot's lounge
- Jet fuel station, Av Gas
- 3 windsocks (one lit)
- Weather station
- Security gate and partial fencing
- RCA LCD lighting
- GPS approach
- Leased Lots/Airport Hangars

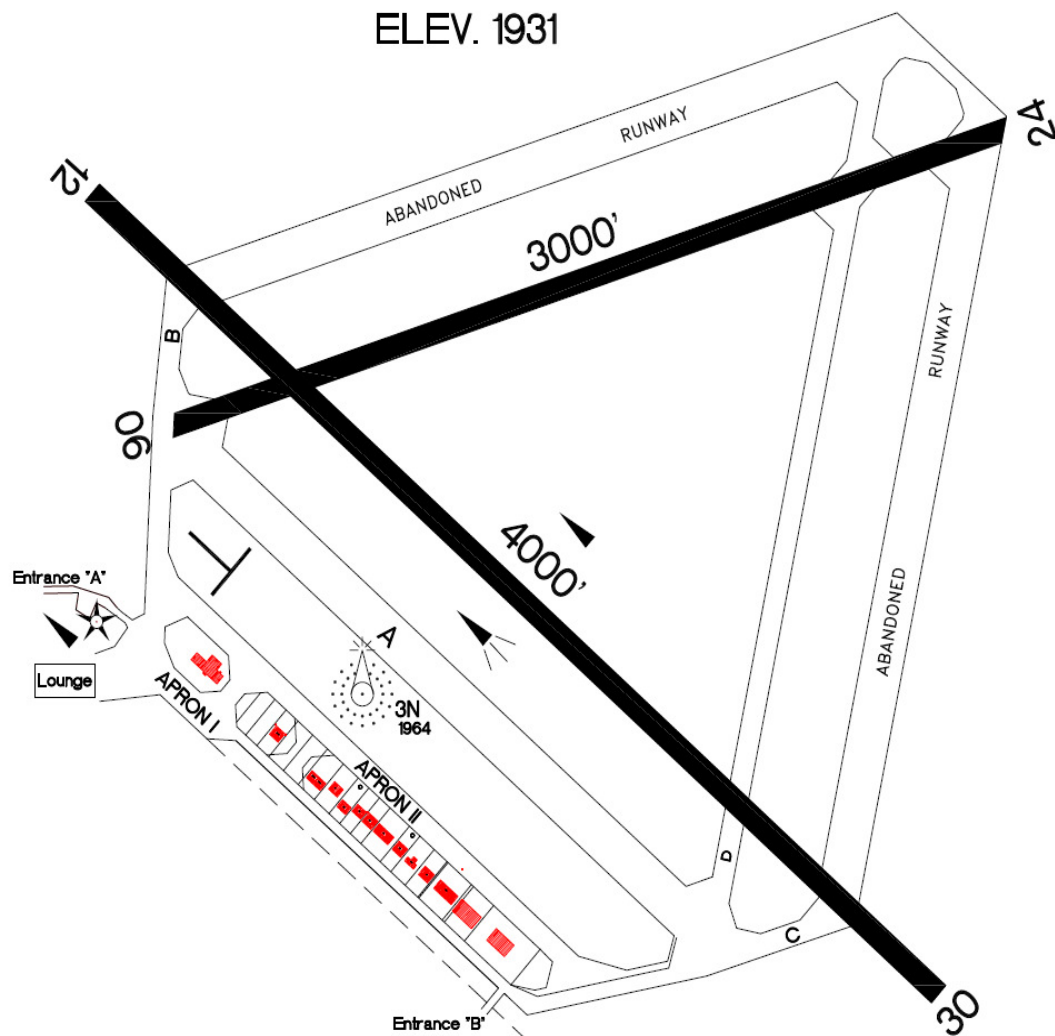


Figure 2: Pictorial Layout of the Weyburn Airport

1.1. Obstacle Limitation Surfaces

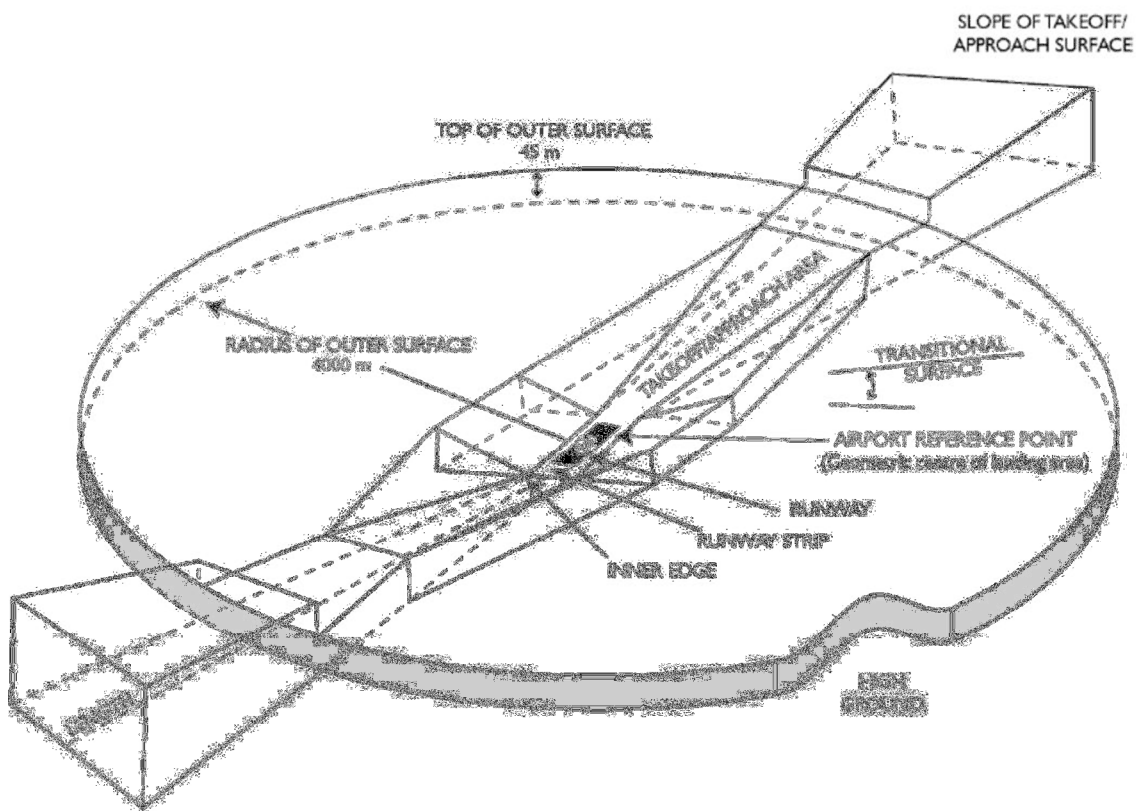
In 2018, the Weyburn Airport was decertified and now operates as a registered Airport. Though Transport Canada (TC) does not enforce regulations of a registered airport, it is encouraged and recommended by the City of Weyburn Airport Board to achieve compliance with the same standards as certified airports.

The benefits of being a registered airport include, but are not limited to:

- Cost effective for City of Weyburn operations and limited resources (will not have to invest into upgrading lighting, runways, etc.),
- Able to receive chartered flights, and
- Rural Municipality of Weyburn can enforce zoning around the airport to protect the airspace in order to provide the proper restrictions for build heights and distances from the runways.

To ensure the airspace is protected, the Rural Municipality of Weyburn has zoning regulations that ensure the object limitation, take-off and approach surfaces are not penetrated around the vicinity of the airport. Figure 1 display the runway strip, transitional surface, take-off surface and approach surface. Table 1 highlights the information for restrictions around the Weyburn airport as listed in Transport Canada TP312 Aerodrome Standards and Recommended Practice.

Figure 3: Obstacle Limitation Surfaces



Map 9 – Flight Maneuvering and Approach Area (RM of Weyburn)

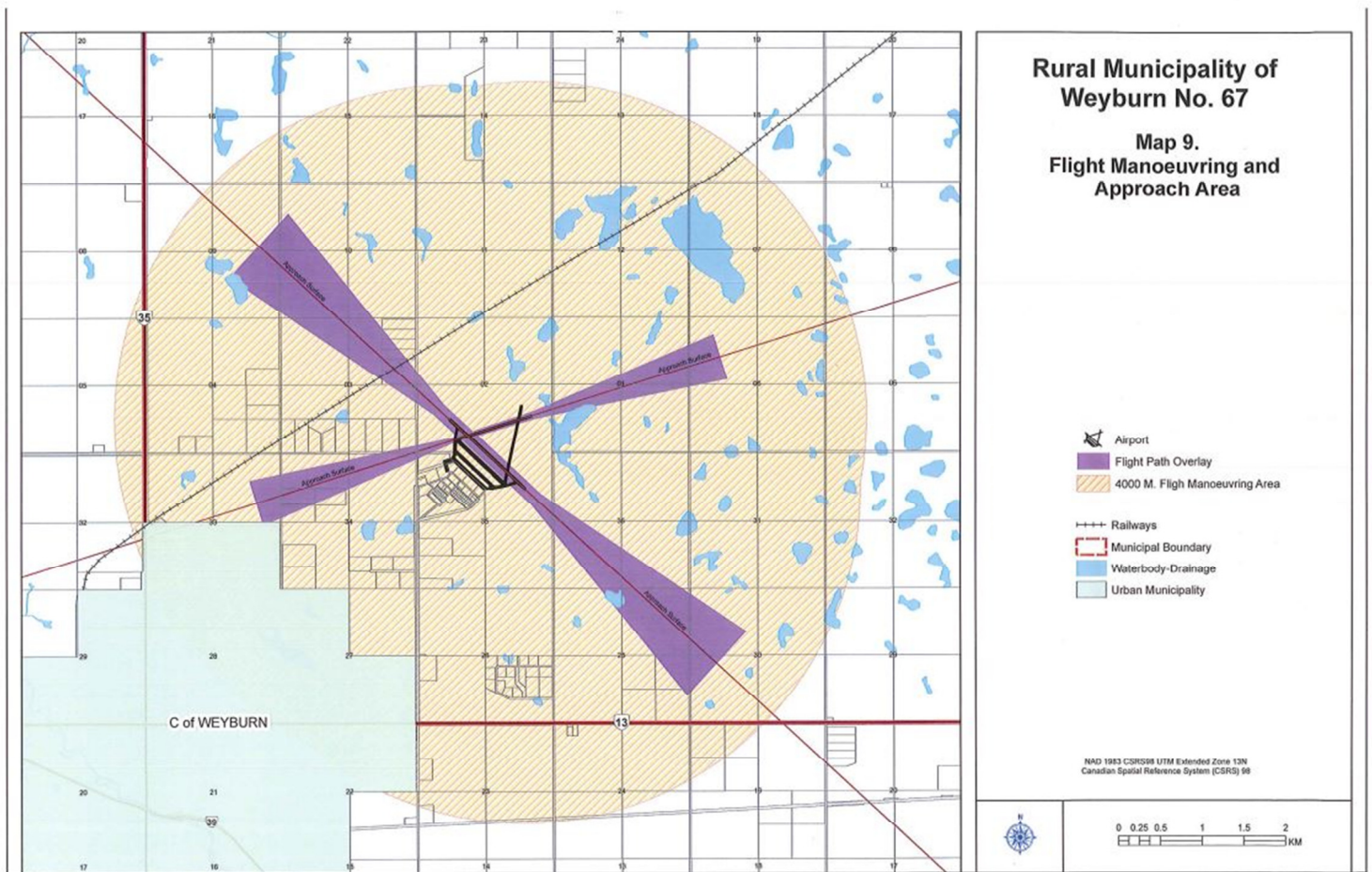


Table 1: Restrictions around Weyburn Airport

| SURFACE and DIMENSIONS | RUNWAY TYPE / CODE NUMBER | | | | | | | | |
|----------------------------------|---------------------------|----------------|----------------|----------------|------------------------|----------------|----------------|--------------------------|----------------|
| | Non-instrument | | | | Non-precision approach | | | Precision approach Cat I | |
| | (1) | | | | (2) | | | (3) | |
| | Code number | | | | Code number | | | Code number | |
| | 1 | 2 | 3 | 4 | 1&2 | 3 | 4 | 1&2 | 3&4 |
| OUTER SURFACE | | | | | | | | | |
| - Height | 45m | 45m | 45m | 45m | 45m | 45m | 45m | 45m | 45m |
| - Radius | 4000 m | 4000 m | 4000 m | 4000 m | 4000 m | 4000 m | 4000 m | 4000 m | 4000 m |
| TAKE-OFF/APPROACH SURFACE | | | | | | | | | |
| - Length of Inner Edge | 30 m | 30 m | 45 m | 75 m | 45 m | 75 m | 150 m | 75 m | 150 m |
| - Distance from threshold | 30 m | 60 m | 60 m | 60 m | 60 m | 60 m | 60 m | 60 m | 60 m |
| - Divergence (minimum each side) | 10% | 10% | 10% | 10% | 10% | 15% | 15% | 15% | 15% |
| - Length (minimum) | 2500 m | 2500m | 2500m | 2500m | 2500 m | 3000 m | 3000 m | 15000m | 15000m |
| - Slope (maximum) | 5% (1:20) | 4% (1:25) | 2.5% (1:40) | 2.5% (1:40) | 3.33% (1:30) | 2.5% (1:40) | 2.5% (1:40) | 2.5% (1:40) | 2.0% (1:50) |
| TRANSITION SURFACE | | | | | | | | | |
| - Slope (maximum) | 20.0% (1:5) | 20.0% (1:5) | 14.3% (1:7) | 14.3% (1:7) | 14.3% (1:7) | 14.3% (1:7) | 14.3% (1:7) | 14.3% (1:7) | 14.3% (1:7) |

Above: Highlighted in red is the information on restrictions around the Weyburn airport as listed in Transport Canada TP312 Aerodrome Standards and Recommended Practices

3. General Operations

The Weyburn Airport is owned and operated by the City of Weyburn. All Airport inquiries are to be directed to the City of Weyburn Engineering Department:

Address: City of Weyburn
Director of Engineering
Box 370, 157 - 3rd Street N.E.
Weyburn, SK. S4H 2K6

Phone: (306) 848-3230
Fax: (306) 842-2001

a. Operating Conditions

The Weyburn Airport is a small public use airport with a primary paved runway (12/30), and an adjoining taxiway system. The secondary runway (06/24) has limited maintenance. The airport is left unattended with ARCAL lighting supplied to enable flight operation. Current descriptive data on the Weyburn Airport can be found in the Canadian Flight Supplement.

The airport is available for use on a 24 hour basis, seven days per week, and is capable of supporting both day and night VFR and IFR operations down to non-precision approach limits.

Daily inspection is carried out by the City of Weyburn Public Works Department Monday to Friday. City of Weyburn staff is responsible for any required maintenance and upkeep. Emergency services are provided by the Weyburn Police Services and Weyburn Fire Department. Runway conditions are observed and published daily via a SNOTAM to NAV Canada. The City of Weyburn Engineering Department issues NOTAMS accordingly to advise pilots of adverse weather or any other circumstances that may be in effect for the aerodrome.

b. Critical Aircraft

The critical aircraft for the primary runway, (12/ 30), is the Beechcraft King Air - 200. The secondary runway is restricted to 7,000 lbs.

4. City of Weyburn Organizational Chart

4.1 Duties and Responsibilities

Weyburn Airport Board provides advice and recommendations to City of Weyburn Council for operations of the Weyburn Airport.

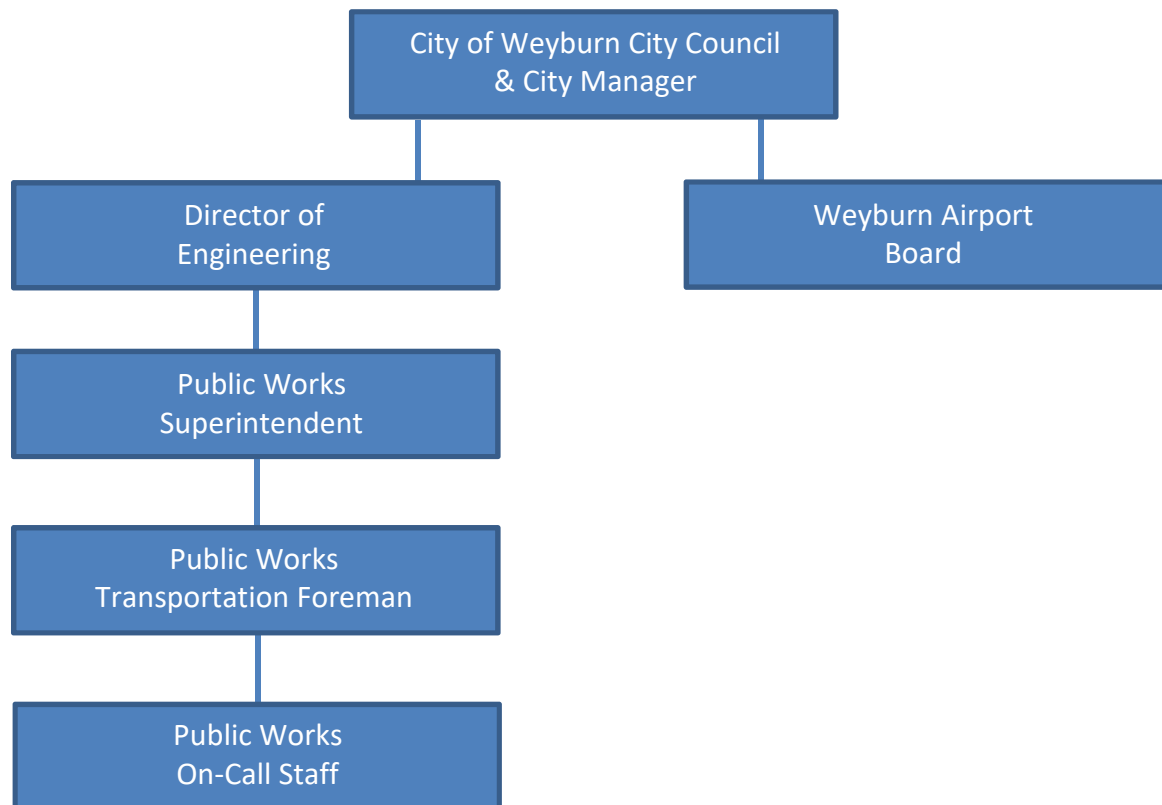
Director of Engineering is responsible for staff supervision, project management, liaison (with stakeholders, communities), agreements and contracts, leases, invoicing, etc., and ensures that the airport meets all expected Provincial and Federal Standards for a registered airport. The Director of Engineering reports to the City Manager.

Airport Operator (*Transportation Foreman*) is responsible to ensure that all basic airport lighting, surfaces, equipment, buildings and radios are maintained up to standards. They are also responsible for the issuing of NOTAMs as deemed necessary. The Airport Operator reports to the Director of Engineering.

The City of Weyburn **Public Works Department** provides the necessary maintenance, including, but not limited to:

1. Maintenance of the runway and taxi lighting systems
2. Pavement maintenance and repair
3. Snow removal
4. Maintenance of Airport radio and directional aides
5. Emergency services (Police, Fire, Ambulance, etc.)

Chart 1: City of Weyburn Organizational Chart



5. Governing Jurisdictions

The Weyburn Airport falls within three (3) government jurisdictions with varying responsibilities as described below.

5.1 Government of Saskatchewan

The Saskatchewan Ministry of Highways and Infrastructure recognizes the important role that community airports play in supporting social and economic development, such as their vital role in the operation of air ambulance services. The Government of Saskatchewan has introduced the Community Airport Partnership (CAP) Program for the purpose of providing eligible airports with financial assistance for safety improvements and the rehabilitation and improvement of airport infrastructure. Since the inception of the CAP program in 2007; the City of Weyburn has applied for and received \$352,414 in grant funding to assist with projects such as an engineered drainage system, lighting upgrades, airside fencing, and recapping of the runways.

5.2 City of Weyburn

The City of Weyburn is the 10th largest city in Saskatchewan with a population of 10,870 (*Statistics Canada, 2016*). Located in the heart of Southeast Saskatchewan, Weyburn has been recognized as one of the more desirable places to live and work. The main economic sectors include manufacturing, agriculture and oil & gas. The City of Weyburn owns and operates the Weyburn Airport, although the site falls outside City limits. The City has financial responsibility for the airport and the resources required to maintain its operations and improvements. The City of Weyburn is responsible for approving all hangar development proposals. After reviewing and approving proposals, applications are forwarded to the RM of Weyburn for final approval and permit processing. Tenants of the airport pay an annual lease fee to the City of Weyburn at an amount approved by City Council.

5.3 RM of Weyburn

The Rural Municipality (RM) of Weyburn surrounds the City of Weyburn and is home to a diverse range of agricultural and commercial operations. There are also several communities located in the RM, including the Village of McTaggart and the Organized Hamlet of North Weyburn. The Weyburn Airport lies within the boundaries of the RM. Airport development and construction are subject to bylaws and regulations enforced by the RM. Property taxes are paid by airport tenants directly to the RM. In the return, the RM returns the lease fees to City of Weyburn as monetary support for the operations and maintenance at the airport.

6. Airport Applications

6.1 Leasing Application

The hangar proposal and application for a hangar lease is submitted to the Director of Engineering for approval. Once the hangar proposal is approved, the lessee is required to provide a \$10,000 refundable deposit with the City of Weyburn as per Bylaw 2019.3400, and enter into a lease agreement with the City of Weyburn. It is the responsibility of the applicant to obtain the required approvals from the RM of Weyburn for the development, building and/or demolition of a hangar. Professional Building Inspections Inc. (PBI) is contracted by the RM of Weyburn as building inspectors. Please contact the RM of Weyburn Development Officer to discuss the additional forms and any additional information that may be required by PBI.

Prior to moving or demolishing a building in the RM of Weyburn the applicant must apply for a Moving/Demolition Permit. The cost of the permit is as per Bylaw 1-2018. The applicant will provide a refundable security deposit with the RM of Weyburn as outlined in their Building Bylaw 1-2018. The deposit is to ensure the site is restored after the building has been moved or demolished to such a condition that it is, in the opinion of the RM of Weyburn Manager of Public Works, in an acceptable condition to the municipality and that it is not dangerous to public safety. Once acceptable, the sum deposited, or a portion thereof, shall be refunded.

RM of Weyburn application forms can be picked up at the office or they are available on the RM of Weyburn website: www.rmweyburn.ca.

Completed applications shall be submitted to the RM of Weyburn by mail, or brought to the office:

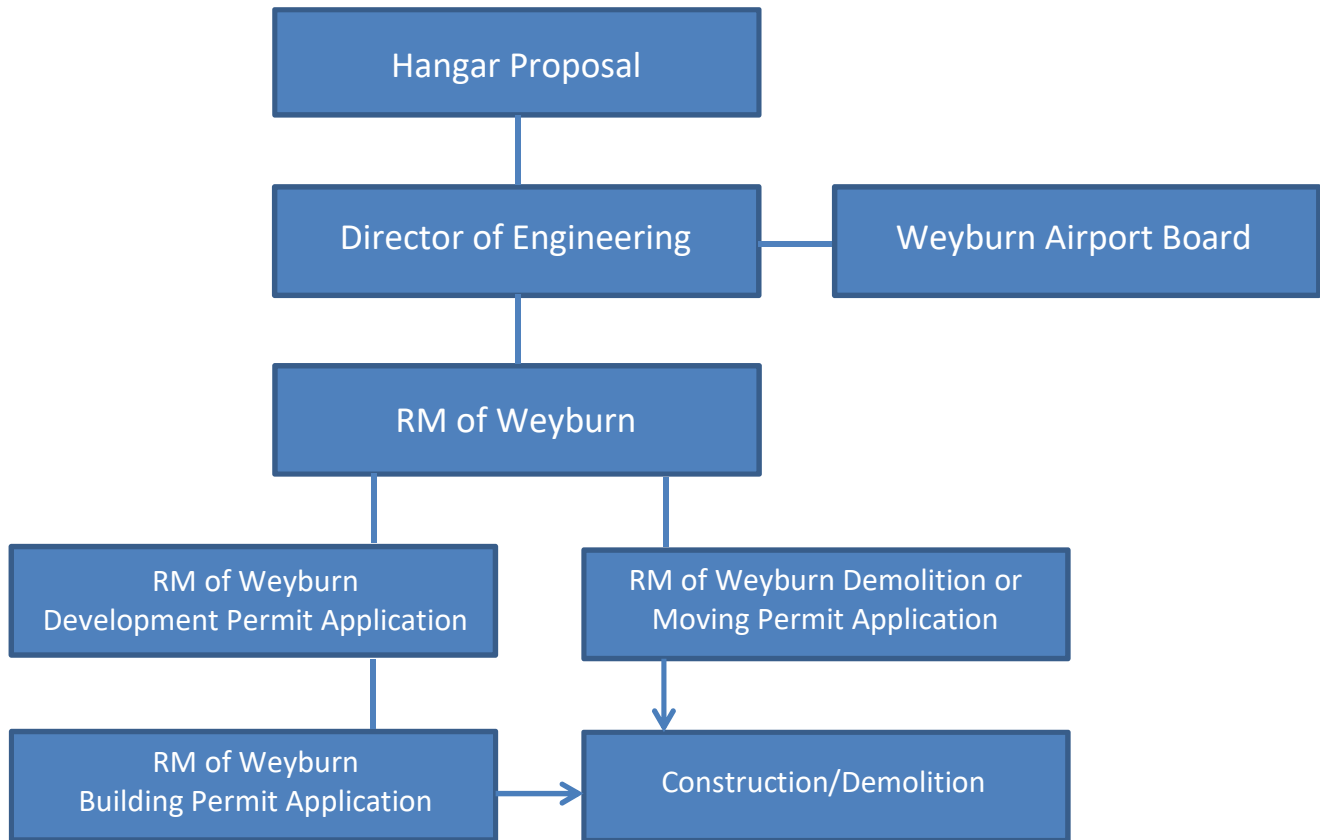
Address: RM Weyburn No. 67
23 – 6th Street N.E.
Weyburn, SK
S4H 1A7

Email: rm.67@sasktel.net | development@rmweyburn.ca
Fax: 306-842-1002

In addition to the development permit application, the RM of Weyburn shall receive a copy of the approval from the City of Weyburn and the City of Weyburn Airport Board.

6.2 Procedure for Hangar Lease & Building Permit Application:

Chart 2: Procedure for Hangar Lease & Permit Application



6.3 Weyburn Airport Hangar Proposal

The proposal to build a new hangar or alter an existing hangar or any structure on the airport grounds must first receive prior approval by the City of Weyburn Engineering Department and the Weyburn Airport Board. Approval or non-approval shall be communicated to the applicant within 60 days; any non-approval shall be accompanied by the statement of the reasons.

The Weyburn Airport has developed an application form to provide information that will assist the Weyburn Airport Board in their decision. The application forms are available on the City of Weyburn website: www.weyburn.ca or at the Engineering Department at Weyburn City Hall (157 3rd Street NE.).

Once the Engineering Department has received the completed application forms from the applicant, the application and any additional information will be brought to the Weyburn Airport Board for review. Applications are reviewed on a first come, first served basis.

The following items will be considered, but not limited to:

- Review utility needs (electrical, water, sewer, etc.).
- Review of costs prior to construction (fees, landscaping, drainage, etc.).
- Verify lease terms and agreement with sponsor.
- Hangar site (lot size and description, tarmac, taxiway, construction access).
- Verify construction time table (starting time table must be established with construction to begin within 90 days of approval to build).
- Hangar lease agreement requires that an aircraft must be stored in the hangar
- Proof of Pilot license status and ownership of aircraft

The applicant shall have the responsibility for the hangar construction and utilities, to meet all federal, provincial, and municipal codes and comply with required permits (building, utilities, land use, etc.).

Appendix A - Weyburn Airport Hangar Application

(City of Weyburn)



CITY OF WEYBURN

Weyburn Airport Hangar Proposal Application

Weyburn Airport Hangar Proposal Application

| Applicant Information | |
|-----------------------|--------------|
| Name: | Phone: |
| Mail To: | Postal Code: |
| City/Prov: | Email: |

Proposed Development Details: (lot(s) requested, construction start & end dates, building size) **Note:** *Following building permit approval by the RM of Weyburn, a site plan and a copy of construction plans will be required by the City of Weyburn for our file.*

Hangar will be used for: ☐ Recreational Use
☐ Business Use (If Business Use, provide business details below)

| Details of Aircraft(s) to be kept on site: (Provide details for each aircraft, use additional paper if needed) | |
|----------------------------------------------------------------------------------------------------------------|-------------------|
| Model(s): | Make(s): |
| Colour(s): | Serial Number(s): |

Signature of Applicant: _____ Date: _____

For Office Use Only:

- ☐ Proposal Reviewed by Engineering Department
- ☐ Proposal Reviewed by Weyburn Airport Board
- ☐ \$10,000 refundable deposit received by City of Weyburn
- ☐ Site Plan & Construction Plans to be provided to the City of Weyburn after RM approval

This Proposal is hereby: ☐ Refused ☐ Approved ☐ Approved with Conditions

Received By: _____ Date: _____

Appendix B - Weyburn Airport Lease Template

(City of Weyburn)

WEYBURN AIRPORT HANGAR
LEASE AGREEMENT

THIS AGREEMENT, made in triplicate this _____ day of _____, 2020

BETWEEN:

THE CITY OF WEYBURN
157-3rd Street NE
P.O. Box 370
Weyburn, SK.
S4H 2K6

Hereinafter called the "City"

AND:

XXX
Weyburn, SK
S4H 2B6

Hereinafter called the "Lessee"

WHEREAS the City is the registered owner of the land described as follows:

Surface Parcel Number: 108864535

Reference Land Description: Blk/Par W Plan 90R62383 Extension 0

As described on Certificate of Title: 98SE22529

The City is the duly licensed operator of the Weyburn Airport, located in the the Rural Municipality of Weyburn, in the Province of Saskatchewan, regulating the use and having the responsibilities designated in the City of Weyburn Bylaw 2019.3400, known as the Airport Bylaw;

AND WHEREAS the Lessee are desirous of possessing exclusive occupational rights to a hangar located at the Weyburn Airport.

1. In this agreement, the following defined terms will have the meaning indicated:
 - (a) "City" shall refer to the City of Weyburn;
 - (b) "Hangar" shall refer to Hangar #___ for which this agreement will cover; and
 - (c) "Director" shall refer to the Director of the Engineering Department of the City, or a person duly appointed to act in that capacity;
2. Occupation of the Hangar at the Weyburn Airport:
 - 2.1 The City in accordance with the terms and conditions of this Agreement grants the Lessee the right to have sole and exclusive occupation of and use of an agreed upon designated area, being ___, Block___, as identified on the attached EXHIBIT A, to be used by the Lessee for the purpose of building and maintaining thereon an aircraft hangar.
 - 2.2 The Lessee must be owner or part owner of an aircraft which is to be stored in the said hangar, or utilize the hangar for the maintenance or repair of aircraft. In addition, the City grants the Lessee permission to use the Airport runways and Airport facilities.

2.3 Description of Aircraft(s):

Model #: _____

Make: _____ Colour: _____

S/N #: _____

2.4 Special Arrangements:

Person authorized to move aircraft to and from the outside entrance of the hangar accommodation:

Others person(s) authorized to use aircraft

2.5 For and in consideration of all rights and benefits granted to Lessee herein, the Lessee shall pay the City \$_____ For a 1 year term.

2.6 The lessee is required to provide the City a \$10,000 refundable security deposit, by means of cash, cheque, debit or letter of credit. Should the security deposit be a letter of credit; the letter must be reissued and submitted annually to the City. The security deposit will be held in trust by the City without interest for the full and faithful performance by the Lessee of its obligations hereunder. In the event of default by the Lessee, the City may use all or part of the security deposit for the payment of any unpaid lease fees, or for any required maintenance, repairs, or demolition of the said hangar. Upon the termination of this lease, any portion of the security not so used or applied shall be returned to the Lessee, provided the Lessee faithfully performs its obligations hereunder, and by final approval of the City.

2.7 The lessee is required to pay all applicable taxes to the Rural Municipality of Weyburn on a yearly basis.

All payments referred to in this Agreement shall be payable in the currency of Canadian dollars. All references to monies and dollar amounts in the Agreement shall be deemed to refer to Canadian dollars, unless otherwise expressly stated otherwise.

The charges shown shall be due and payable at par for the current year during the period January 1st to January 31st, and thereafter shall be subject to a penalty of 2% per month (24% per annum) until paid in full.

In the event that the Lease has not been terminated as hereinafter specified, provided the Lessee is not in arrears of rental, and provided the Lessee has lived up to his obligations hereunder, the Lease herein shall automatically be renewed from year to year hereafter on a January 1st to December 31st basis each year, provided rental has been paid in advance. Rental rate will be adjusted periodically in accordance with the Airport Operation and Fees Bylaw.

3. The Lessee hereby covenants and agrees:

- 3.1 To observe and comply with the Airport Regulations, any amendments thereto and the instructions and directives of the City and the Director;
- 3.2 That they are in lawful possession and control of the aircraft and have authority to enter into this agreement;
- 3.3 To operate aircrafts in accordance with Transport Canada regulations;

- 3.4 Obtain and display proper identification required for their hangar in accordance with prevailing Transport Canada regulations for all areas of the Airport where required. All costs incurred in obtaining such identification authorizations or endorsements shall be borne by the Lessee.
 - 3.5 To pay all fees in accordance with the Airport Operation and Fees Bylaw and Rural Municipality of Weyburn taxes, rates and assessments;
 - 3.6 Provide the City with a written declaration of all aircraft stored in the hangar or on the leased property in January of every year. The declaration will be provided at the execution of the lease, and upon any replacement, addition or sale of aircraft. The City reserves the right to inspect the premises to confirm declared inventory;
 - 3.6 That they will not assign or sublet the hangar without prior written approval from the City;
 - 3.7 That they will not sell or transfer the hangar to any other party, without first receiving written approval by the Director;
 - 3.7 Follow all bylaws and regulations enforced by the Rural Municipality of Weyburn for development and construction;
 - 3.8 At Lessee's sole cost and expense, will maintain, repair, and keep in good order, condition, and appearance, the hangar and the improvements constructed thereon, including the hangar structure, in a safe, clean and sanitary condition. Lessee is expressly prohibited from materially altering the hangar structure, floor, walls, exterior or adjoining common use areas, or constructing any structure or facility within the hangar, without first receiving written approval by the Director or Rural Municipality of Weyburn (approval depends on the type of work being completed);
 - 3.9 To maintain the site including, but not limited to, mowing and snow removal. The City reserves the right to carry out any necessary maintenance projects at the Lessee's expense;
 - 3.10 To comply with Cardkey Access System. City implemented security measures at the Weyburn Airport to prevent unauthorized access to the Weyburn Airport. Additionally, it is understood by the Lessee that the City is not responsible for the security of their aircraft or other belongings located in the hangar, or on the lot;
 - 3.11 Pay for all utilities supplied to the Hangar;
 - 3.12 To allow the City the right to inspect the Hangar. The City will provide a 24 hour notice to the Lessee;
 - 3.13 The hangar space is for storage of aircraft and associated permitted equipment only. There is to be no outside storage of boats, automobiles, trailers, mobile homes or other items deemed to be non-aeronautical. The City reserves the right to remove such items at the Lessee's expense if it is deemed necessary to do so; and
 - 3.14 Upon termination of the Lease herein by either party, the Lessee will, if required by the City, remove any dilapidated building or hangars constructed or owned by the lessee and leave the designated area in a neat and proper condition. The City of Weyburn reserves the right to remove or demolish the building or hangar at the Lessee's expense if it is deemed necessary to do so.
4. Indemnification:
 - 4.1 The Lessee will indemnify the City from and against all liabilities, claims, demands, actions and causes of action, loss, costs or expenses which the City may sustain, incur or be put to:
 - By the Lessee's breach of any laws, regulations, bylaws, rules or directives of any and all regulatory agencies or the City;
 - By any of the Lessee, their employees, agents or invitees arising out of or on account of their use and occupancy of the Weyburn Airport and arising out of the performance or otherwise of this agreement; and
 - For third party liability for injury or injury causing death to persons or loss or damage to property occurring on the premises or any matter arising from or in connection with the lessee's use and occupancy of the airport or performance or otherwise of this agreement
5. Insurance
 - 5.1 During the term of this Agreement the Lessee will maintain general liability insurance with coverage limits of at least \$1,000,000 for liability resulting from injury and/or death, and at least

\$500,000 for liability resulting from damage to property.

6. Notices:
- 6.1 Any notice required or permitted to be given to any party hereunder shall be sufficiently given if delivered directly by personal delivery to the hereinafter-mentioned addresses, or if mailed, by prepaid registered mail to the hereinafter mentioned addresses.
- 6.2 If mailed, the notice shall be deemed to have been given 10 days after the date of mailing of the notice.
- 6.3 Unless otherwise notified, the parties agree that any notice to be mailed or delivered shall be sufficiently mailed or delivered at the following addresses:
- i) to the City:

City of Weyburn
157-3rd Street N.E.
Weyburn, Saskatchewan
S4H 2K6
- i) to the Lessee:

xxx

7. Amendment of Agreement
- 7.1 This Agreement may be amended or revised by mutual agreement in writing of the Parties.

8. Termination of Agreement
- 8.1 This Agreement may be terminated:
- By either Party upon giving 30 days notice in writing to the other Party;
 - By breach of the agreement by the Lessee;
 - Upon sale or transfer of the lease to a third party in accordance with the terms and conditions of this Agreement; or
 - By mutual agreement in writing between the Parties.

9. This agreement shall be deemed to be made in and construed in accordance with the laws of the Province of Saskatchewan, Canada and the parties hereby attorn to the jurisdiction of the Courts of Saskatchewan.

IN WITNESS WHEREOF the City of Weyburn has caused its corporate seal to be affixed, duly attested by the signatures of its proper officers in that behalf of this ____ day of _____ A.D. 2020.

THE CITY OF WEYBURN

Per: _____

Per: _____

IN WITNESS WHEREOF the lessee duly attested by the signatures of its proper officers in that behalf this ____ day of _____ A.D. 2020.

LESSEE

Per: _____

Appendix B – RM of Weyburn Development Permit Application (RM of Weyburn)



APPENDIX "B"

Development Permit Application

The Zoning Bylaw provides for permitted and discretionary uses in each zoning district. Every person is required to obtain a development permit before commencing any construction or use of land except provided within the Zoning Bylaw.

Application Fee:

The R.M. of Weyburn No. 67 outlines the fees within the Planning and Development Fee Bylaw.

Where additional fees are required to obtain a permit, the additional fee shall be paid in full prior to issuance of such permit.

Application Requirements:

The following information is required in order to make an application:

- a) Completed application form;
- b) Submission of any additional necessary appendices;
- c) Receipt of full payment of applicable fee;
- d) Provide a detailed site plan, drawing to scale, on a separate sheet showing, in detail, the site for proposed development including the following at a minimum:
 - a. North arrow;
 - b. Boundaries of parcel including approximate dimensions;
 - c. Location and dimensions of existing buildings and structures and distances from the property boundaries;
 - d. Location of trees or other vegetation or screening devices and distances from property boundaries;
 - e. Location of all existing and proposed utilities;
 - f. Location of all existing and proposed approached and driveways;
 - g. Site topography and special site conditions distinguishing physical features located on or adjacent to the property including but not limited to sloughs, streams, culverts, drainage ways, wetlands, slopes, bluffs, etc. (depending on circumstances may require contour map or additional information);
 - h. A dimensional layout of parking areas, entrances and exits;
 - i. Others, as required by the Development Officer or Council to effectively administer this Bylaw.

Development Permit Application

APPLICANT:

Name: _____

Address: _____

Phone Number: _____

Email: _____

REGISTERED OWNER:

As Above: ☐

Address: _____

Phone Number: _____

Email: _____

Legal Description of land proposed for development:

All/Part of _____ Section _____ Township _____ Range _____ W2

LSD(s): _____ Lot(s): _____ Block(s): _____ Registered Plan Number: _____

Existing Land Use:

- ☐ Agricultural Resource (AR)
- ☐ Country Residential (CR)
- ☐ Hamlet (H)
- ☐ High Profile Commercial (HPC)
- ☐ Industrial (IND)

Detailed Description of current land use:

Proposed new use of land and/or buildings:

Size of Building (If required): Length: _____ Width: _____ Height: _____

Additional Information:

Declaration by Applicant:

I, _____ of _____ in the Province of Saskatchewan, solemnly declare that all of the above statements within the application are true, and I make this solemn declaration conscientiously believing to be true, and knowing that it is of the same force and effect as made under oath, and by virtue of “The Canada Evidence Act.”

I agree to indemnify and hold harmless the Rural Municipality of Weyburn No. 67 from and against any claims, damage, liabilities, costs and damages related to the development undertaken pursuant to this application.

Date:

Signature:

Appendix C – RM of Weyburn Building Permit Application (RM of Weyburn)

RURAL MUNICIPALITY OF WEYBURN NO. 67
APPLICATION FOR BUILDING PERMIT

I hereby make an application for a permit to:

- ☐ CONSTRUCT
- ☐ ALTER
- ☐ RECONSTRUCT

Description of Project:

Registered Owner:

Address:

Phone Number:

Email:

Contractor:

Address:

Phone Number:

Email:

Applicant:

Phone Number:

- ☐ Same as Registered Owner ☐ Same as Contractor

Legal Description:

Lot

Block

Plan

Intended Use of Building:

Size of Building

–

Length:

Width:

Height:

Insulated:

☐

yes ☐

no

Comments:

Estimated value of construction (excluding site): \$

Building area (largest area):

Estimated Start Date:

Estimated Completion Date

I hereby agree to comply with the Building Bylaw of the Local Authority and acknowledge that it is my responsibility to ensure compliance with the Building Bylaw of the Local Authority and with any other applicable bylaws, acts and regulations regardless of any plan reviews or inspections that may or may not be carried out by the Local Authority of its Authorized Representative.

Date:

Signature:

**Appendix D – RM of Weyburn Demolition/Moving Permit
Application**
(RM of Weyburn)

RURAL MUNICIPALITY OF WEYBURN NO. 67
APPLICATION FOR A PERMIT TO DEMOLISH OR MOVE A BUILDING

APPLICANT:

Address: _____

Phone Number: _____

Email: _____

REGISTERED OWNER:

As Above: ☐

Address: _____

Phone Number: _____

Email: _____

Building has the following dimensions: Length: _____

Width: _____

Height: _____

I hereby make an application for a permit to **demolish** a building now situated on:

Civic address or location: _____

Lot _____

Block _____

Plan _____

The demolition will commence on _____

And will be completed on _____

I hereby make an application for a permit to **move** a building now situated on:

Civic address or location: _____

Lot _____

Block _____

Plan _____

to Civic address or location _____

Lot _____ Block _____ Plan _____

or Out of the municipality _____

The building mover will be: _____

And the date of the move will be: _____

The building will be moved over the following route: _____

The site work (filling, final grading, landscaping, etc.) which will be done after removal of the building includes: _____

I hereby agree to comply with the Building Bylaw of the Local Authority and to be responsible and pay for any damage done to property as a result of the demolition or moving of the said building, and to deposit such sum as may be required by Section 6(1) (b) of the Building Bylaw. I acknowledge that it is my responsibility to ensure compliance with the Building Bylaw of the Local Authority and with any other applicable bylaws, acts and regulations, and to obtain all required permits and approvals prior to demolishing or moving the building.

Date:

Signature:
