



RM OF PRINCE ALBERT No.461

Planning and Development

Junction Hwy 2 & 11

RR 2 Site 4 Comp 112 Prince Albert SK. S6V 5P9

306.764.2451 | planning@rmprincealbert.ca

November 24, 2025

**RE: Notice of discretionary use application – UFA
Cardlock, Bulk Fuel, Agricultural Supply Establishment and Fertilizer Blending
Blk/Par J-Plan BP1792 Ext 0, Source Quarter SW-03-48-26-W2**

The Rural Municipality of Prince Albert No. 461 has received a development application from UFA, a well-established cooperative founded in 1909, for a multi-phase project. The first phase, scheduled for spring 2026, involves the construction of a cardlock and bulk fuel facility, followed by a retail agricultural store and a fertilizer blending facility. The proposed development is located at the northeast corner of Elevator Road and Highway 2 East Service Road.

Phase 1: Bulk Fuel and Cardlock Facility (Target Opening: Fall 2026)

- Bulk fuel operations would employ 2–3 drivers, with typical operating hours between 7:00 a.m. and 5:00 p.m.
- The cardlock would operate 24 hours per day, 365 days per year, serving UFA members with valid fuel cards.
- Anticipated traffic once operational includes approximately 80 passenger vehicles and 30 heavy vehicles on weekdays, with reduced volumes on weekends.

Phase 2: Retail Agricultural Store (Target Opening: Spring 2027)

- Includes a retail storefront/business centre, drive-thru storage shed, agrichemical warehouse, and exterior sales yard.
- Expected to employ 5–9 full-time and part-time staff.
- Proposed hours of operation:
 - o Weekdays: 7:00 a.m. to 6:00 p.m.
 - o Weekends: 8:00 a.m. to 5:00 p.m.
- Anticipated traffic increase: approximately 80 passenger vehicles daily and 2 heavy vehicles per week.

Phase 3: Fertilizer Blending Facility (Target Opening: Spring 2027 or 2028)

- Fully operational during the peak agricultural season (May–June), with reduced activity the remainder of the year.
- Expected staffing includes 2 full-time operators, with additional support during peak months.
- Proposed peak-season operating hours: 7:00 a.m. to 8:00 p.m.
- Anticipated peak-season traffic: approximately 20 heavy trucks per day.

The existing buildings on the site are proposed to be removed or demolished. The development plan also includes provisions for a potential future realignment of Highway 2 East Service Road to improve traffic safety.

You are receiving this notice because you are an assessed property owner in close proximity to the proposed development. As a neighbouring landowner, your feedback is important and will be considered by RM Council as part of its review of the application.



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Council will hold a public hearing on Thursday, December 11th at 1:10 p.m. at the RM of Prince Albert Office, to hear any person or group that wishes to comment on the proposed discretionary use application. Council will also consider written comments received at or prior to the hearing. All comments received become public records and are considered in a public meeting.

If you would like your views considered by Council as part of this application, please complete the attached comment form and return it to:

<u>By Mail</u>	<u>In Person</u>	<u>Email</u>	<u>Fax</u>
RR 2 Site 4 Comp 112 Prince Albert, SK S6V 5P9	The Municipal Centre Junction Hwy 2 & Hwy 11	planning@rmprincealbert.ca	306.922.8283

Please contact me at 306-764-2451 if you have questions regarding this application or require further information.

Sincerely,

Teresa Hanson
Director of Planning and Development
Rural Municipality of Prince Albert No. 461



RM OF PRINCE ALBERT No.461

Planning and Development

Junction Hwy 2 & 11

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Rural Municipality of Prince Albert No. 461 Comment Sheet

All comments received by the deadline become public records and are considered by the RM Council in an open Council meeting. As an alternative or supplement to a written submission you may attend the Council meeting to express your views directly. Please complete this comment form and return it by:

<u>By Mail</u>	<u>In Person</u>	<u>Email</u>	<u>Fax</u>
RR 2 Site 4 Comp 112 Prince Albert, SK S6V 5P9	The Municipal Centre Junction Hwy 2 & Hwy 11	planning@rmprincealbert.ca	306.922.8283

Description of Proposed Discretionary Use:

Legal Land Description of Property: Blk/Par J-Plan BP1792 Ext 0, Source Quarter SW-03-48-26-W2

Description of Proposal: Cardlock, Bulk Fuel, Agricultural Supply Establishment and Fertilizer Blending

Date for Council Consideration: Thursday, December 11th at 1:10 p.m.

Comments: (by the Landowner)

☐ Have no concerns ☐ Have concerns

I am willing to discuss my views with the applicant before the Council meeting. ☐ Yes ☐ No

Name(s): _____ Phone: _____ Cell: _____

Signature(s): _____ Legal land description: _____



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November 10, 2025

Teresa Hanson

Director of Planning & Development

RM of Prince Albert

RR #2, Site 4, Comp 112

Prince Albert, SK S6V 5P9

RE: Agricultural Retail Hub Development Proposal at Hwy #2 & Elevator Road

Dear Ms. Hanson,

We are pleased to submit our application for development of an Agricultural Retail Hub on Block J, Plan BP1792 (located on the NE corner of the intersection of Highway #2 & Elevator Road) in the RM of Prince Albert for your consideration. Included in our submission is a Comprehensive Development Report (CDR) and Proposed Site Plan. Construction of the facility will be completed in phases and consist of the following: Cardlock & Bulk Fuel Facility; Retail Agricultural Store c/w Drive-Thru Storage Building, Agrichemical Warehouse & Fenced Storage Yard; and, Fertilizer Blending Plant. Below is a more detailed explanation of each business area and phasing plan. Existing structures on the property (House, Garage & Shed), including associated utilities, will be removed from site as part of our development.

All structures will be constructed with UFA's standard colour profile of International Orange siding with Melcher's Green trim and identifying logo signage will be installed on the retail store, fertilizer plant and vertical tanks. Additionally, a single 40 ft pylon sign is proposed for installation in the SW corner of the property (refer to site plan). Yard lighting in all areas with unrestricted access, including the Cardlock & Bulk Fuel facility will be equipped with a photocell sensor to ensure adequate lighting for safety of customers and site security. All other yard lighting will be controlled via a timer and set to ensure restricted areas are lit, as necessary, during normal operating hours. Entrances to our facility have been aligned with adjacent access locations to Elevator Road to mitigate adverse effects to traffic flow in the area.

In addition to the documents included in our application, we have initiated discussions with the Ministry of Highways and are in the process of completing a Functional Study as it relates to the Highway 2, Elevator Road and Highway 2 East Service Road intersections. The intent of the study is to assess the current functionality of the adjoining roadways and identify timing and/or warrants for realignment of Highway 2 East Service Road and



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confirm geometric requirements at the Highway 2 intersection. Recommendations from this analysis will be shared with you, as applicable. Given the proximity of the service road to Highway 2, we have allowed space for future realignment to current Ministry standards without impact to our business or proposed infrastructure.

Cardlock & Bulk Fuel Facility

Phase I of UFA's proposed development will consist of a six (6) lane Cardlock fueling facility and bulk petroleum storage compound with bottom loading rack for end-customer deliveries. The cardlock will offer gasoline, diesel & DEF products for passenger vehicles, commercial trucks and agricultural equipment. A tank farm will be constructed with capacity for up to five (5) - 125,000L vertical storage tanks, one (1) – 25,000L horizontal storage tank (premium gasoline) and one (1) - 6,000L DEF tank. In addition to these larger tanks, our facilities are also equipped with 1,300L additive and dye tanks (respectively) which allows for optimization of product storage and blending of fuel as it is delivered to the customer. The bottom loading rack will be utilized primarily by UFA's Operating Agent for loading tandem and tri-axle fuel tank trucks for deliveries to local farms and commercial clients. On occasion, the bottom loading rack will be utilized for large deliveries by certified carriers to regional customers. It is anticipated the bulk fuel operation will employ 2-3 drivers at maturity with typical operating hours between 07:00 and 17:00 Monday through Friday. As a service-based industry, there will be occasional operation of the bulk facility outside these normal operating hours to support local customers on an as-needed basis (seasonal, emergency, etc.). The Cardlock will be operational for members with a valid fuel card 24 hours per day and 365 days a year. It is estimated this portion of our development will generate the following trips to/from site at maturity:

Monday through Friday:

80 - Passenger Vehicles/Day
30 - Heavy Truck Vehicles/Day

Weekends:

40 - Passenger Vehicles/Day
15 - Heavy Truck Vehicles/Day

Bulk Fuel Delivery:

3 - Agency (Tandem/Triaxle) Trips/Day
10 - Carrier (B-Train) Direct Deliveries/Year



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All fuel transfer areas will be constructed with concrete aprons and storm drainage system to a centralized Oil-Water Separator (OWS). Access to the Cardlock will be finished with asphalt pavement from the adjoining roadways to ensure minimal dust is generated from use of the facility. The OWS and any discharge pumping equipment will be connected to an electronic monitoring system to mitigate the risk of hydrocarbon release to the environment. The electronic monitoring system is also used to ensure storage tanks are not overfilled and any leaks in underground piping are detected as soon as possible.

Planned opening for this phase of the development will be Fall 2026.

Retail Agricultural Store

Phase II of the proposed development will be constructed in conjunction with the Cardlock and Bulk Fuel Facility and consist of the following:

1. Retail Store and Business Center
2. Drive-Thru Storage Shed
3. Agrichemical Warehouse
4. Exterior Sales Yard

The retail store will offer a range of products associated with agricultural production, livestock supplies, building materials and tools. An exterior gravel yard will provide space for large material (lumber, gates, fencing, etc.) to be stored for direct loading to customer vehicles, while smaller items and a selection of feed will be available in the retail store area. Customers purchasing larger items from the yard will first complete their purchase inside the retail store and then access the yard with their purchase receipt where an employee will assist with loading their vehicle. Attached to the retail store will be a business center for meeting with commercial clients and agricultural producers to manage accounts and organize large orders. In addition, an exterior Cardlock washroom will be available for member use at all times.

It is anticipated the retail store and business center will employ one (1) manager and four to eight (4-8) full-time and part-time employees during normal business hours. Typical operating hours are anticipated to align with other stores in the UFA network and be as follows:

07:00 – 18:00 Monday through Friday; and,
08:00 – 17:00 Saturday and Sunday



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It is estimated this portion of our development will generate 80 passenger vehicle trips per day and 2 heavy trucks per week. Planned opening for this phase of the development is Spring 2027.

Fertilizer Blending Facility

The final phase of construction for the proposed development is a 7000MT fertilizer blending facility. This facility will primarily resemble an agricultural shed structure, with the addition of external weigh bins. Access to the facility will be a gravel driveway from its connection with the Cardlock. Dust suppressant will be applied as needed to minimize disturbance to the surrounding area during operation of the facility. The fertilizer blending facility will operate based on demand with a peak season May to June and at a lower capacity for the remainder of the year. It is anticipated to employ two (2) plant operators during this time. Hours of operation will be influenced by demand, with the longest opening hours anticipated to be 07:00 to 20:00 daily during peak seeding. Approximately 20 heavy trucks are anticipated to access this facility daily when operating at maximum capacity.

Planned opening for this final phase of development will be Spring 2027 or 2028.

UFA Background

UFA was founded by farmers for farmers in 1909 and remains a member-owned co-operative with over 125,000 members. We are committed to long-term investment in Prince Albert and believe in building alongside the community, not just within it. Prince Albert is a natural fit for UFA's expansion with its strong agricultural base and location at the junction of Highway 11, Highway 2 & Highway 3. Our operating model allows for anyone in the Prince Albert region to become a member and participate in our democratic process to elect a Delegate that represents their voice in our co-operative.

From a business perspective, our sites are operated by Agents who are local independent business owners from the community. They source staffing from the local community and work alongside local industries and businesses to offer products and services at competitive rates and exceptional value. We are proud to be a co-operative rooted in agriculture and rural life and our commitment goes far beyond fuel and retail products. Through the UFA Agricultural Community Foundation, we invest in education, recreation and culture, supporting initiatives like 4-H Saskatchewan and rural grant programs that enrich lives and empower future generations in the agricultural community. In just the past year, UFA has contributed to wildfire relief efforts in the province, supported local food banks and invested in rural education programs helping students experience agriculture first-hand. These are not just donations; they are a reflection of UFA's values



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and our belief in the strength of Saskatchewan's communities. At UFA we don't just build infrastructure, we build relationships. Our expansion into Saskatchewan is a long-term investment in the people, industries and communities that make this province extraordinary. We look forward to investing in Prince Albert and the surrounding region with purpose and partnership for many generations.

At UFA we take pride in our facilities and strive to build our infrastructure to meet and exceed current standards and regulations. Our petroleum facilities are equipped with tight-fill connection bulk loading to minimize vapour release during loading/unloading and mitigate the risk of leaks and overfills. Electronic monitoring systems are installed which interlock with fuel pumps to prevent the delivery of product where it may result in overfill or to an area which has experienced a leak. Both our petroleum and retail facilities conduct weekly site inspections to ensure all equipment, buildings and yards are in good condition and repairs are addressed efficiently. A dedicated maintenance and reliability team at UFA's corporate headquarters also organizes routine maintenance programs and regulatory site inspections by third-party contractors to ensure our equipment and buildings maintain certifications and an inviting appearance.

If you have any questions or concerns regarding our proposed development, we would welcome the opportunity to meet and discuss further with you. Please do not hesitate to contact me directly in this regard.

Respectfully,

A handwritten signature in black ink, appearing to read "D. Lake", written in a cursive style.

David Lake, P.Eng.

Project Engineer – UFA Co-operative Ltd.