

BROWNFIELD INCENTIVE PILOT PROGRAM

Framework

July 2026



Program Purpose

To encourage the redevelopment of private brownfield properties, the Brownfield Incentive Pilot Program provides financial support for environmental site assessments, corrective action plans and remedial work.

Definitions

- **Brownfield Property:** an abandoned, vacant, derelict or underutilized property that, because of its past use, may have perceived or actual contamination.
- **Cash Grant:** a non-repayable incentive as calculated by this Framework.
- **City:** City of Saskatoon.
- **Eligible Area:** eligible areas include the Established Neighbourhoods, the Transit Development Area (outside the City Centre and Corridor Growth Areas), the Corridor Growth Areas, sites adjacent to a LINK route, and the City Centre ([map](#)).
- **General Manager, Utilities and Environment Division:** includes any employee of the Utilities and Environment Division authorized in writing by the General Manager to act on their behalf to administer the incentive.
- **HAF:** Housing Accelerator Fund.
- **Maximum Grant Amount:** the maximum grant amount that can be allocated to a single eligible brownfield property.
- **Qualified Person:** Qualified person as defined in the Environmental Protection & Management Act 2010 applicable to code chapters in the Saskatchewan Environmental Code.

Framework

Incentive Overview

A brownfield property may be eligible for a maximum grant amount of \$50,000. Funding may be provided for any of the following:

- A maximum 50% contribution for the completion of a Phase II Environmental Site Assessment as outlined in this Framework.
- A maximum 50% contribution for the completion of a Corrective Action Plan as outlined in this Framework.
- A maximum 50% contribution towards active remedial efforts (in or ex-situ remediation) of implementation of corrective actions.

General Eligibility Criteria

1. The project site must be a brownfield property located within an eligible area or be approved for consideration for the incentive by the General Manager of Utilities and Environment Division.
2. The applicant must either be the registered owner of the property or have written permission from the registered owner of the property. The grant is only available to property owners or an assignee with written permission from the property owner.

3. Properties that are not current with their taxes or are under an Order to Remedy with the City of Saskatoon are not eligible for support through this pilot program. Exceptions to this provision may be granted at the discretion of the General Manager, Utilities and Environment Division.
4. Properties owned by the City, another municipality, the provincial or federal governments are not eligible.
5. Projects must support the investigation and remediation of subsurface environmental contamination. Building-related remediation work, such as asbestos removal, is ineligible

General Approval Process

1. Projects must comply with all City bylaws, policies and regulations.
2. All applications for the Brownfield Incentive under this Framework are subject to the review and approval of the General Manager, Utilities and Environment Division.
3. Approval for the Brownfield Incentive must be granted by the City prior to the start of any work funded through the program.
4. Any changes to the project must be documented and communicated to the City. Failure to do so may affect the processing the project's final submission.
5. All eligible brownfield properties are welcome to apply for the Brownfield Incentive. Priority will be given to residential development projects.

Grant Amount Available

- Grant approvals for qualified proposals are subject to availability of funds at the time of application.
- Property owners of approved applications are required to enter into an agreement with the City. The duration of this agreement is limited to 365 calendar days (one year).
- The City reserves the right to audit the costs of studies prior to advancing any grant payments. The eligible grant amount will be reduced by any audit costs incurred by the City.

Phase II Environmental Site Assessment

Eligibility Criteria

1. The cash grant can be used for the following purposes:
 - a. Confirm the presence or absence of contamination at the site with reasonable level of certainty, as determined by a Qualified Person; and
 - b. Delineate contamination at the site.
2. Applications must include:
 - a. Proof of property ownership or written permission of the registered owner of the property;
 - b. A current (less than one year old) CSA (Z768-01 R2022 or newer) compliant Phase I Environmental Site Assessment report that demonstrates site contamination and/or a letter from the Ministry of Environment indicating responsible party status. The City may waive this requirement where sufficient environmental work has been completed to support the completion of a Phase II ESA;

- c. A proposal for the Phase II Environmental Site Assessment prepared by a Qualified Person including a cost estimate, a site plan that identifies borehole locations and potential sources of contamination;
- d. Detailed work plan with defined end dates and milestones (e.g., site map with proposed boreholes, monitoring wells, previous excavation areas, utilities, other relevant site information, etc.). Note – any [right of way work will require a permit](#); and
- e. A description of the planned redevelopment or interim land use, including timeframes and any planning applications that have been submitted or approved.

Grant Payment Requirements

1. The grant will be advanced upon approval of all submitted documentation. This includes:
 - a. One (1) electronic copy of the final report. The City will review the report for conformity with the application, submitted work plan and eligibility criteria. If the submitted report does not conform to the submitted work plan or is not to the satisfaction of the City, payment may be declined; and
 - b. Paid invoices for completion of the studies.
2. Studies must be conducted under the supervision of, and signed off by, a Qualified Person.

Corrective Action Plan

Eligibility Criteria

1. The cash grant can be used for planning remedial actions based on information from the site assessment.
2. Applications must include:
 - a. Proof of property ownership or written permission of the registered owner of the property;
 - b. A complete and current Phase II Environmental Site Assessment report (less than one year old) identifying all on-site sources of contamination. Contamination at the site must be fully delineated, as assessed by a Qualified Person;
 - c. A proposal for the Corrective Action Plan prepared by a Qualified Person including a cost estimate and detailed work plan with defined end dates and milestones; and
 - d. A description of the planned redevelopment or interim land use, including timeframes and any planning applications that have been submitted or approved.

Grant Payment Requirements

1. The grant will be advanced upon approval of all submitted documentation. This includes:
 - a. One (1) electronic copy of the final report. The City will review the report for conformity with the application, submitted work plan and eligibility criteria. If the submitted report does not conform to the submitted work plan or is not to the satisfaction of the City, payment may be declined; and
 - b. Paid invoices for completion of the studies.
2. Studies must be conducted and signed off by a Qualified Person.



Remediation Projects

Eligibility Criteria

1. The cash grant can be used for completing corrective actions identified in the Corrective Action Plan. Due to the timing of this Pilot Program, in-situ remediation projects will not be considered.
2. Applications must include:
 - a. Proof of property ownership or written permission of the registered owner of the property;
 - b. A complete and current Phase II Environmental Site Assessment report (less than two years) identifying all on-site sources of contamination. Contamination at the site must be fully delineated, as assessed by a Qualified Person;
 - c. A complete and current (within two years) Corrective Action Plan prepared by a Qualified Person including a rough cost estimate and detailed work plan with defined end dates and milestones;
 - d. A description of the planned remedial activities and successfully achieved endpoints; and
 - e. A description of the planned redevelopment or interim land use, including timeframes and any planning applications that have been submitted or approved.

Grant Payment Requirements

1. The grant will be advanced upon approval of all submitted documentation. This includes:
 - a. One (1) electronic copy of the final report. The City will review the report for conformity with the application, submitted work plan and eligibility criteria. If the submitted report does not conform to the submitted work plan or is not to the satisfaction of the City, payment may be declined; and
 - b. Paid invoices for completion of the studies/remedial work.
2. Studies must be conducted and signed off by a Qualified Person.

Pilot Program Applications and Timeline

- Applications for the Brownfield Incentive Pilot Program will be accepted through an open Calls for Proposals. Applications will be evaluated on a first-come, first-serve basis). The Call for Proposals will be open until March 31, 2027, or until all available funding has been allocated (whichever comes first).
- All applications must be submitted to the City through the application portal. Incomplete or late submissions may not be considered.
- Final reports and required documentation must be submitted no later than November 30, 2027.

Pilot Program Funding

- The Brownfield Incentive Pilot Program is supported through funding by the HAF.
- \$250,000 of HAF funding has been allocated to support this pilot program.

Responsibilities

- General Manager, Utilities and Environment Division
 - Receive and review all applications for incentives under this program;
 - Approve financial assistance for projects under this program;
 - Submit any necessary reports to City Council; and
 - Market this program as required.
- General Manager, Community Services Division
 - Fund this program through HAF funding.

Evaluation Criteria

Applications will be evaluated on a first-come, first-serve basis until March 31, 2027, or until the available funding has been allocated (whichever comes first). Applications will be evaluated on the following requirements. To be eligible for a grant, projects must meet a minimum threshold of 30 points.

Scoring Criteria	Max Points (/65)
Location • Priority given to projects located in priority areas within the Established Neighbourhoods (map) ○ Established Neighbourhoods (5pts) ○ Transit Development Area – Outside City Centre and Corridor Growth Areas (10pts) ○ Corridor Growth Areas (15pts) ○ Sites Adjacent to a LINK Route (20pts) ○ City Centre (25pts)	25
Project Details • A detailed plan outlining the proposed scope of work for the project. • A detailed plan for the redevelopment of the site including proposed land uses. • Residential development will be prioritized.	15
Project Readiness • Project schedule for the completion of the study / planned work that demonstrates the ability to meet required funding timelines • Proposed schedule for the redevelopment of the site.	15
Project Containment Severity/Sensitivity • Priority will be given to assessment of persistent contaminants and/or sensitive locations • Priority will be given to applicants with multiple contaminants suspected or confirmed	10