



INTERMUNICIPAL DEVELOPMENT PLAN

Adopting Bylaws

County of Grande Prairie No. 1 Bylaw No. 3227
Town of Beaverlodge Bylaw No. 1027



June 2024



BYLAW # 3227

Town of Beaverlodge / County of Grande Prairie Intermunicipal Development Plan Bylaw

A bylaw of the County of Grande Prairie No. 1 in the Province of Alberta to adopt an Intermunicipal Development Plan between the County of Grande Prairie No. 1 and the Town of Beaverlodge in accordance with provisions of the Municipal Government Act, RSA 2000, c. M-26 and amendments thereto.

WHEREAS: pursuant to the Municipal Government Act, RSA 2000, c. M-26 and amendments thereto, a Council may pass bylaws to adopt an Intermunicipal Development Plan; and

WHEREAS: the County of Grande Prairie wishes to establish an Intermunicipal Development Plan with the Town of Beverlodge.

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the County of Grande Prairie No. 1, in the Province of Alberta, hereby enacts as follows:

1. That the Town of Beaverlodge / County of Grande Prairie Intermunicipal Development Plan and its attachments, shown as Schedule "A" are hereby adopted as a bylaw.
2. That the provisions of this Bylaw apply to all lands within the area outlined with a red dashed line on the Intermunicipal Development Plan Map 2, Future Predominant Land Use.

SEVERABILITY

3. Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

EFFECTIVE DATE

4. This Bylaw shall come into force and effect on the third and final reading thereof.

PUBLIC HEARING held this 22 day of May, 2024

Read a FIRST time this 11 day of JUNE, 2024

Read a SECOND time this 11 day of JUNE, 2024



County of
Grande Prairie No. 1

Read a THIRD time and finally passed this 11 day of JUNE, 2024

Robert G. Marshall
Reeve

Joulia Whittleton
Chief Administrative Officer

ATTACHMENTS

Schedule "A" – Town of Beaverlodge / County of Grande Prairie Intermunicipal Development Plan

BYLAW # 1027

Town of Beaverlodge / County of Grande Prairie Intermunicipal Development Plan Bylaw

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EFFECTIVE DATE

4. This Bylaw shall come into force and effect on the third and final reading thereof.

PUBLIC HEARING held this 22nd day of May 2024.

Read a FIRST time this 24th day of June 2024.

Read a SECOND time this 24th day of June 2024.

Read a THIRD time and finally passed this 24th day of June 2024.



Mayor



CAO

ATTACHMENTS

Schedule "A" – Town of Beaverlodge / County of Grande Prairie Intermunicipal Development Plan

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SECTION 1: INTRODUCTION

1.1 Purpose of Plan

The Municipal Government Act (MGA) requires all municipalities to adopt an Intermunicipal Development Plan (IDP) with each of its municipal neighbours. The MGA also allows municipalities to opt out of the IDP process by mutual agreement, but the County of Grande Prairie (County) and Town of Beaverlodge (Town) have determined that it is in their interests to enter into an IDP.

This IDP identifies a long-term development strategy between the County and the Town. An IDP is a collaborative plan that is intended to address the long-term growth and development of lands that are of joint interest to the municipalities in a coordinated fashion, and to promote regional partnerships. Matters of interest include land use, transportation, servicing, future growth, economic development, intermunicipal programs, and the funding of future growth.

1.2 Enabling Legislation

This IDP has been prepared in accordance with Section 631(8) of the MGA, which states that an IDP:

- must address:
 - the future land use within the area,
 - the manner of and the proposals for future development in the area,
 - the provision of transportation systems for the area, either generally or specifically,
 - the co-ordination of intermunicipal programs relating to the physical, social, and economic development of the area,
 - environmental matters within the area, either generally or specifically, and
 - any other matter related to the physical, social, or economic development of the area that the councils consider necessary, and
- must include:
 - a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,
 - a procedure to be used, by one or more municipalities, to amend or repeal the plan, and
 - provisions relating to the administration of the plan.

This IDP also meets the requirements of the Provincial Land Use Policies to encourage cooperative approaches to managing growth and development:

“To foster cooperation and coordination between neighbouring municipalities and between municipalities and provincial departments and other jurisdictions in addressing planning issues and in implementing plans and strategies”.

1.3 Plan Process

The IDP preparation process included four phases¹ as shown below.



Each phase included engagement with each municipality’s Council and Administration. A Steering Committee consisting of two Councillors and CAO or designate from the County and Town was established to oversee preparation of the IDP, review and discuss issues, gather feedback, and make refinements.

Community engagement with residents and stakeholders occurred in Phase 1 and 3. The community engagement strategy included a combination of Community Open Houses, landowner follow-up, and online engagement.

Phase 1 Engagement

Phase 1 engagement consisted of a community open house conducted in Beaverlodge on June 12, 2018, and an on-line survey. The open house was advertised via the Town and County websites and social media, and notice mailed to area landowners. A total of 30 residents and stakeholders attended. An online survey and mapping tool was also available from June 12 to July 22, 2018 and 8 participants used that opportunity to provide a response.

A high-level summary of key themes heard is as follows:

- Future residential development should be towards the north and east side of Town.
- Increased opportunities for walking such as pathways and sidewalks are desired.
- Consideration of environmental management in future development, especially around the Beaverlodge River corridor, is important; flooding concerns to the east side of Town.
- Noise from industrial and intensive recreational activities is a concern.
- Highway Bypass could result in business loss to the Town.
- Additional amenities and services in Town including seniors housing, and commercial and retail opportunities are desired.
- Concerns over the use of the airport runway for racing activities.

Phase 3 Engagement

Phase 3 engagement consisted of an open house conducted on September 21, 2023. The session was advertised via the Town and County’s website and social media, and notice was mailed to area landowners. 17 members of the public attended the open house. No concerns directly related to the IDP were raised.

¹ The IDP process was suspended in January 2019 as the municipalities were focused on other priorities. The process was reopened in June 2022.

1.4 Plan Context

The IDP applies to all lands located within a 3.2 km radius of the Town, an area consisting of approximately 7,150 ha of land as shown on Map 1. Land uses within the IDP area are predominately agriculture with scattered country residential development, primarily to the west and south along the Beaverlodge River, and to the northeast. The federally run Beaverlodge Research Farm is located to the west, and the Town’s sewage treatment facilities are located to the south. Highway 43 bisects the community but is proposed for realignment around the Town to the south and west. In addition, there are some wetlands located within the IDP area and the Beaverlodge River corridor runs through the west portion of the IDP area.

This IDP is based on a 50-year time horizon. Estimates of population growth and associated land requirements were generated to help inform the establishment of future growth areas. The detailed findings are contained in the Opportunities and Constraints Discussion Paper (ISL, 2018) prepared in support of this IDP, but a summary of the results is provided below for reference.

Population projections were prepared based on 1.0% (low), 1.5% (medium), and 2.0% (high) growth scenarios, presented in Table 2.1 below.

Table 2.1: Population Estimates

Year	Low (1%)	Medium (1.5%)	High (2%)
2023	2,317	2,340	2,363
2053	3,122	3,657	4,280
2073	3,810	4,926	6,360

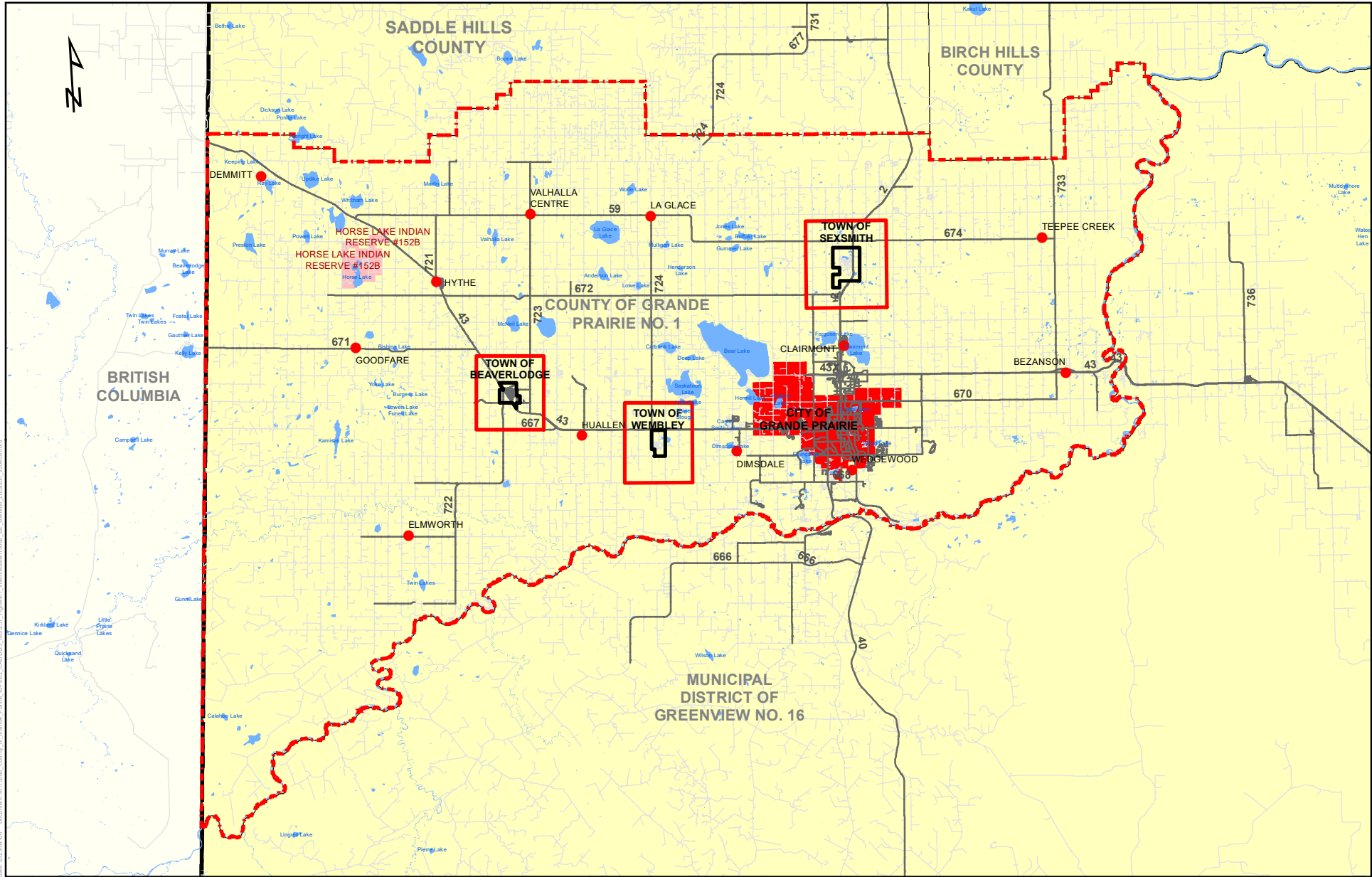
Although three scenarios were generated for the purpose of comparison, the municipalities determined that the high growth scenario was the preferred approach.

Table 2.2 provides a summary of estimated land requirement projections that support the identification of future growth areas for the Town within the IDP area. Estimated land requirements for the Town beyond its current boundaries by core land use – residential, commercial, and industrial (institutional is embedded within residential) – were generated for the three population projection scenarios.

Table 2.2: 50-Year Land Requirements Beyond Boundary

Growth Scenario	Land Requirements Beyond Boundary*			
	Residential	Commercial	Industrial	Total
Low	112.6 ha required	15.5 ha surplus	71.3 ha required	168.4 ha required
Medium	193.1 ha required	26.6 ha surplus	122.2 ha required	288.7 ha required
High	295.5 ha required	40.8 ha required	187.1 ha required	523.4 ha required

*Gross surplus land areas before removing undevelopable lands such as wetlands, pipeline corridors, oil/gas wells and their setbacks, and contaminated lands.



Date: 2023-04-06 Document: M110208 - County of Grande Prairie IDP/IDC CAD/2023_03/0317_Figures_Locational_Information_20160606.docx



- Hamlet
- Major Roads
- Roads
- County of Grande Prairie
- City of Grande Prairie
- Town
- First Nation Reserve
- IDP Study Area (2 mile)



**TOWN OF BEAVERLODGE /
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DEVELOPMENT PLAN**

MAP 1:
LOCATION

1.5 Plan Consistency

The IDP is consistent with the County and Town Municipal Development Plans (MDP), which reflect the content of this IDP. Should a conflict or inconsistency occur in relation to the development of the land identified within the IDP area and a MDP, Area Structure Plan or Area Redevelopment Plan, the IDP is the superseding bylaw to the extent of the conflict or inconsistency.

1.6 Interpretation

The IDP policies contain “shall”, “must”, “will”, “should”, and “may” statements. All instances of the words “shall”, “must” or “will” in policy are mandatory requirements to implement this IDP and achieve a desired result. The word “should” is a directive term encouraging a strongly preferred action in a policy. “May” is a discretionary term indicating that interpretation is dependent on the circumstances where it is not practical or reasonable to apply the policy.

All words and expressions have the meanings as per the MGA, and the County’s MDP and Land Use Bylaw (LUB), unless otherwise defined in this IDP.

SECTION 2: POLICY FRAMEWORK

2.1 Plan Objectives

Based on a review of background and technical information and input from the IDP Steering Committee, County and Town Councils, Administrations, stakeholders and residents, objectives for the IDP were developed. The objectives are to:

- 1) Provide a collaborative framework for the planning and development of lands in the County in proximity to the Town.
- 2) Establish and protect future growth areas for the Town.
- 3) Promote new development that benefits both municipalities.
- 4) Provide for both urban growth and rural development opportunities in the IDP area.
- 5) Identify and protect environmentally sensitive areas, water resources and other naturally significant features.
- 6) Establish a collaborative approach to the planning and development of transportation and utility systems.
- 7) Formalize lines of communication between the County and Town on matters of mutual interest.
- 8) Provide an equitable and efficient dispute resolution process.
- 9) To further enhance regional partnerships and relationships between the County and Town.
- 10) To contribute to the long-term fiscal sustainability of both municipalities through the promotion of intermunicipal economic development initiatives and other partnerships.

2.2 Plan Area

As noted previously, the IDP area incorporates a portion of County lands located within 3.2 km (2 miles) of the Town's municipal boundary.

As shown on Map 2, the IDP area consists of:

- Future Urban Growth Areas adjacent to the Town boundary that identify areas for future residential and industrial/commercial development for the Town,
- Future Study Areas where the County and Town may cooperate in the promotion of new development opportunities, or are areas of unique or historical interest,
- Rural development areas in which agricultural, rural industrial and country residential opportunities are provided,
- Environmentally sensitive areas and recreation areas, and
- Public Utilities.

2.3 General Development Policies

The Town and County agree that development of the IDP area is important to support future growth and development that is mutually beneficial to both municipalities. The policies direct the strategic coordination of land use, transportation, and services over the next 50 years to meet the objectives of this IDP.

General policies applying across the IDP area are outlined below. Subsequent sections of this IDP address policy content related to specific land use areas.

- 1) All future land use, subdivision, and development in the IDP area shall comply with the general land uses identified in Map 2 and the policies of this IDP.
- 2) All pre-existing development located in the IDP area shall be permitted to continue in accordance with the conditions of its original approval.
- 3) In cases where a particular matter is not addressed in this IDP, the provisions of the County's MDP and all applicable ASPs shall apply.

2.4 Growth Areas

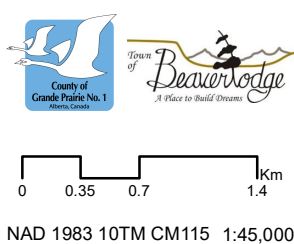
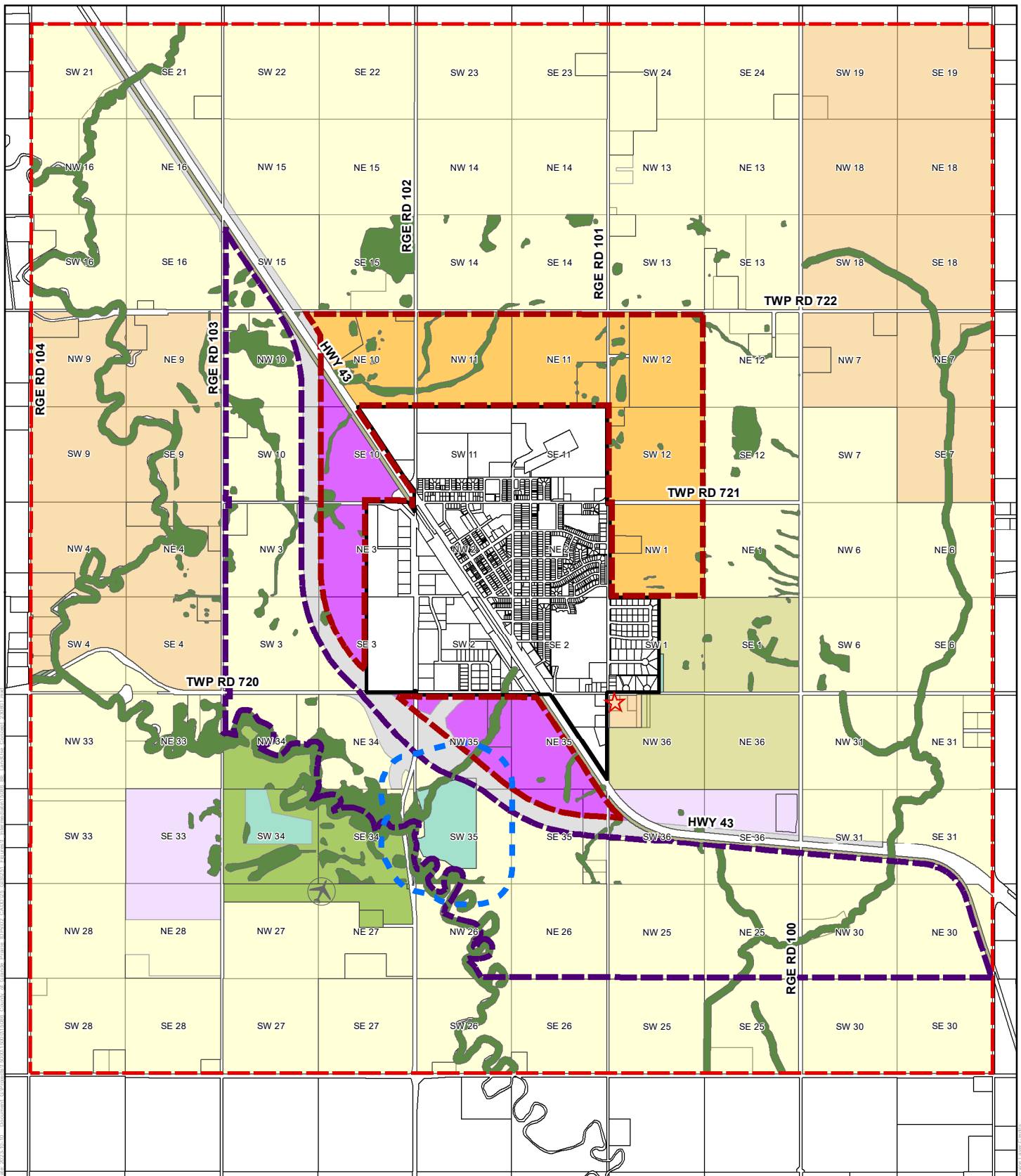
Future Urban Growth Areas for the Town have been identified for lands adjacent to the current municipal boundaries. These Growth Areas provide for the logical extension of future residential, commercial, and industrial development and identifies where it is anticipated the Town will focus future growth and consider annexation opportunities.

In identifying these Future Growth Areas, the following was taken into consideration:

- The agreed-upon high population growth scenario and associated land requirement forecast as outlined in Section 1.4,
- The intent to accommodate long-term residential, commercial, and industrial land supplies, and
- The growth areas may also include lands that represent a logical extension of the Town beyond the 50-year requirement.

Policies

- 1) Subject to the policies contained in Section 2.11, future expansion of the Town to accommodate future residential, commercial, or industrial growth shall be in accordance with the Future Growth Areas as shown in Map 2.
- 2) In order that the development rights of landowners are not overly restricted, some development and subdivision of land may be permitted in a Growth Area in advance of annexation by the Town, to allow for some future growth without impacting the ability of the Town to grow in the future. Development may be permitted for the following uses:
 - (a) Farmstead separation, vacant first parcel, or physical severance,
 - (b) Country residential subdivision in accordance with Policy 2.6(2),
 - (c) A residence where permitted in the County's LUB,
 - (d) Home based businesses,
 - (e) Public uses and utilities,
 - (f) Recreational uses, and



- IDP Boundary
- Municipal Boundary
- Lagoon Setback Area
- Future Study Area
- Future Urban Growth Area
- Original Hospital Site
- Airport
- Rural Industrial
- Agriculture
- Urban Residential
- Country Residential
- Urban Industrial
- Recreation
- Public Utility
- Beaverlodge Research Farm
- Railway
- Future Highway 43 Alignment
- Environmentally Sensitive Lands



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MAP 2:
FUTURE PREDOMINANT
LAND USE

- (g) Other unforeseen developments that are mutually beneficial to the County and Town. The application shall be reviewed on its individual merits.
- 3) All rezoning and permit applications shall be consistent with the relevant planning policies of the respective municipalities.
- 4) When a subdivision application triggers the dedication of Municipal Reserve (MR), the balance of the MR shall be deferred, through the registration of a Deferred Reserve Caveat to ensure that the MR is available for use by the Town following annexation for future park and open space development. Exceptions to this policy may be considered if MR is required for trail development pursuant to Section 2.8 or buffering between incompatible land uses.
- 5) Landscaped or treed buffers, berming, and/or fencing, provided in accordance with the requirements of the LUB of the municipality having jurisdiction, shall be provided along the boundaries of residential developments or subdivisions that are located adjacent to industrial areas, rail lines or truck routes.

2.5 Agriculture

Protection of agricultural lands and the encouragement of a diversity of agricultural activities is important for the County and Town. Prime agricultural land located within the IDP area should be protected where possible and premature development of existing agricultural land should be avoided until necessary.

Policies

- 1) Existing agricultural operations shall be allowed to continue unencumbered. Where the Town annexes agricultural lands, the Town will support the continuation of existing agricultural uses, until such time as the land is converted to an urban use.
- 2) Unless otherwise provided in this Plan, the County's MDP and LUB shall apply regarding the use and development of agricultural land.
- 3) Premature development of existing agricultural land within the IDP area should be avoided and land should continue to be used for agricultural purposes until the land is required for other purposes.
- 4) The development of new Confined Feeding Operations (CFOs) shall not be supported within the IDP area.

2.6 Country Residential Development

Country residential development in the IDP area consists of subdivision along the Beaverlodge River to the west and south of the Town, and to the northeast. These lands will remain as country residential in the long term. New country residential development may occur in the IDP area outside of urban growth areas, as identified in the Future Predominant Land Use Map.

Policies

- 1) Multi-lot country residential development shall be directed to those areas identified for future country residential use on Map 2. These areas correspond to those that have been identified as having development potential based on local site conditions or are identified for residential use in the County's MDP.
- 2) Notwithstanding (1), future country residential subdivision shall be dependent on the Rural Farmland Assessment (RFA) rating of the subject land in accordance with the maximum land consumption requirements for rural subdivision contained in the County's MDP in place at the time of adoption of this IDP.
- 3) All country residential subdivision applications shall meet the intent of the County's MDP and LUB, and provide assessments, such as groundwater supply, a geotechnical assessment indicating the suitability of the subject lands to accommodate sanitary systems, and a storm water management plan, if necessary.
- 4) An Area Structure Plan or Outline Plan may be required for any new multi-lot country residential subdivision proposed within the IDP area.
- 5) Country residential development shall be serviced by on-site or communal water and sewer services. It shall not to be served by municipal water or sewer systems except in instances as identified in Policy 2.10.2(3)(c).
- 6) Future country residential development is to be developed in cluster form to minimize fracturing of prime agricultural lands.
- 7) A landscaped or treed buffer and/or fencing shall be provided along the boundaries of country residential lots that are located adjacent to agricultural or other non-residential uses.

2.7 Rural Industrial and Commercial Development

As populations and the economies of the IDP area and Town grow, the demands for industrial and commercial land may also increase. Both the County and Town recognize the important role industrial and commercial development have in supporting the local and regional economy.

Policies

- 1) Rural Industrial areas shown on Map 2 refers to those lands identified for future industrial and/or commercial use based on local site conditions or are identified for industrial use in the County's MDP or LUB.
- 2) All subdivision applications for industrial or commercial use shall meet the location and technical requirements of the County's MDP and LUB prior to being rezoned to the applicable Land Use District.
- 3) An Area Structure Plan or Outline Plan may be required for any new industrial or commercial subdivision or development proposed within the IDP area.

- 4) Rural industrial or commercial development may be serviced by on-site or communal water and sewer services. It may be served by municipal water or sewer systems in accordance with Policy 2.10.2(3).
- 5) All future development shall ensure that relevant LUB setbacks are maintained between industrial or commercial uses and agricultural or residential uses.
- 6) Industrial and commercial development shall maintain a high aesthetic standard in design and construction.
- 7) A landscaped or treed buffer and/or fencing shall be provided along the boundaries of industrial or commercial lots that are located adjacent to agricultural or residential uses.

2.8 Natural Environment and Open Space

The IDP area contains many environmentally significant areas, including several wetlands, forested areas, and the Beaverlodge River corridor, and may contain future parks and trails. These areas not only provide amenity areas and destinations for residents and visitors, but are also wildlife corridors, provide a habitat to a diversity of plants and animal species, and serve a stormwater management function.

Policies

- 1) Recreation areas shown on Map 2 refers to those lands identified for future recreational use based on local site conditions or are identified for recreational use in the County's MDP or LUB.
- 2) At the time of subdivision, the County and Town may acquire environmentally significant areas, critical natural linkages, wildlife corridors, and buffer zones in the IDP area through the application of Environmental Reserve or Conservation Reserve, in accordance with the MGA.
- 3) During the subdivision approval process, a strip of land dedicated as Environmental Reserve, not less than 6.0 m in width, shall be provided adjacent to the bed and shore of the Beaverlodge River and other wetlands.
- 4) Current development located within a 1:100-year flood plain in the IDP area shall continue to exist. All new subdivisions or development of lands located within the 1:100-year flood plain of the Beaverlodge River or other watercourses subject to flooding shall only be considered if appropriate setbacks, based on soil conditions and slope stability, from the high-water mark and/or top of bank are identified through engineering studies or geotechnical analyses.
- 5) The County and Town shall explore the development of trail networks in the IDP area that connect between the Town and external features and key points of interest (e.g., Beaverlodge River, Saskatoon Mountain).
- 6) Municipal Reserve dedication shall be provided in accordance with the MGA. Lands dedicated as Municipal Reserve may be used for the development of future trail networks.

- 7) The County and Town should collaborate and coordinate with partners, including landowners and stakeholders such as developers, provincial government departments and non-profit organizations to encourage the restoration or enhancement of natural areas.
- 8) Public access should be supported in areas where any potential negative impacts to environmentally sensitive areas are minimal.

2.9 Area-Specific Policies

Within the IDP area there are some pre-existing uses that will continue to operate unencumbered. The area-specific policies are intended to minimize any potential conflicts between the pre-existing uses and future development within the IDP area.

- 1) **Beaverlodge Research Farm**
Located to the southeast of the Town within the IDP area is the Beaverlodge Research Farm, operated by Agriculture and Agri-Food Canada. It is important that future development does not prohibit or impact the ability of the Research Farm to undertake necessary and important crop and livestock research.

The Beaverlodge Research Farm as shown on Map 2 shall be protected from encroachment by any future incompatible development and shall not be subject to future annexation by the Town.

- 2) **Beaverlodge Airport**
The Beaverlodge airport is located in the IDP area, southwest of the Town. In addition to providing a traditional use to the region as an airport, it also acts as a recreational facility for car racing. It is important that both the roles of an airport and racing facility are maintained. A motocross facility is also located adjacent to the north boundary of the airport.

The County and Town shall continue to support the ongoing use of the Beaverlodge Airport as facility for both aviation and recreation purposes and protect the Airport from incompatible uses on adjacent lands that may negatively impact the function and operations.

- 3) **Former Hospital Site**
The Town's original hospital is located in a subdivision of approximately 9 ha in size abutting the Town's southwest boundary. This building is of historic interest to both the County and the Town.

The County and Town, in cooperation with the landowner, may collaborate in the historic preservation of this site.

2.10 Infrastructure

2.10.1 Transportation Network

The development and maintenance of safe, efficient, and multi-modal road, walkway and trail networks is important to the future growth of the IDP area. The County and Town have been working with Alberta Transportation on the realignment of Highway 43 as shown on Map 3. These changes will impact the future development pattern in the IDP area. It is critical that both municipalities work together to ensure road infrastructure and necessary upgrades are a coordinated effort between both the County and the Town.

Policies

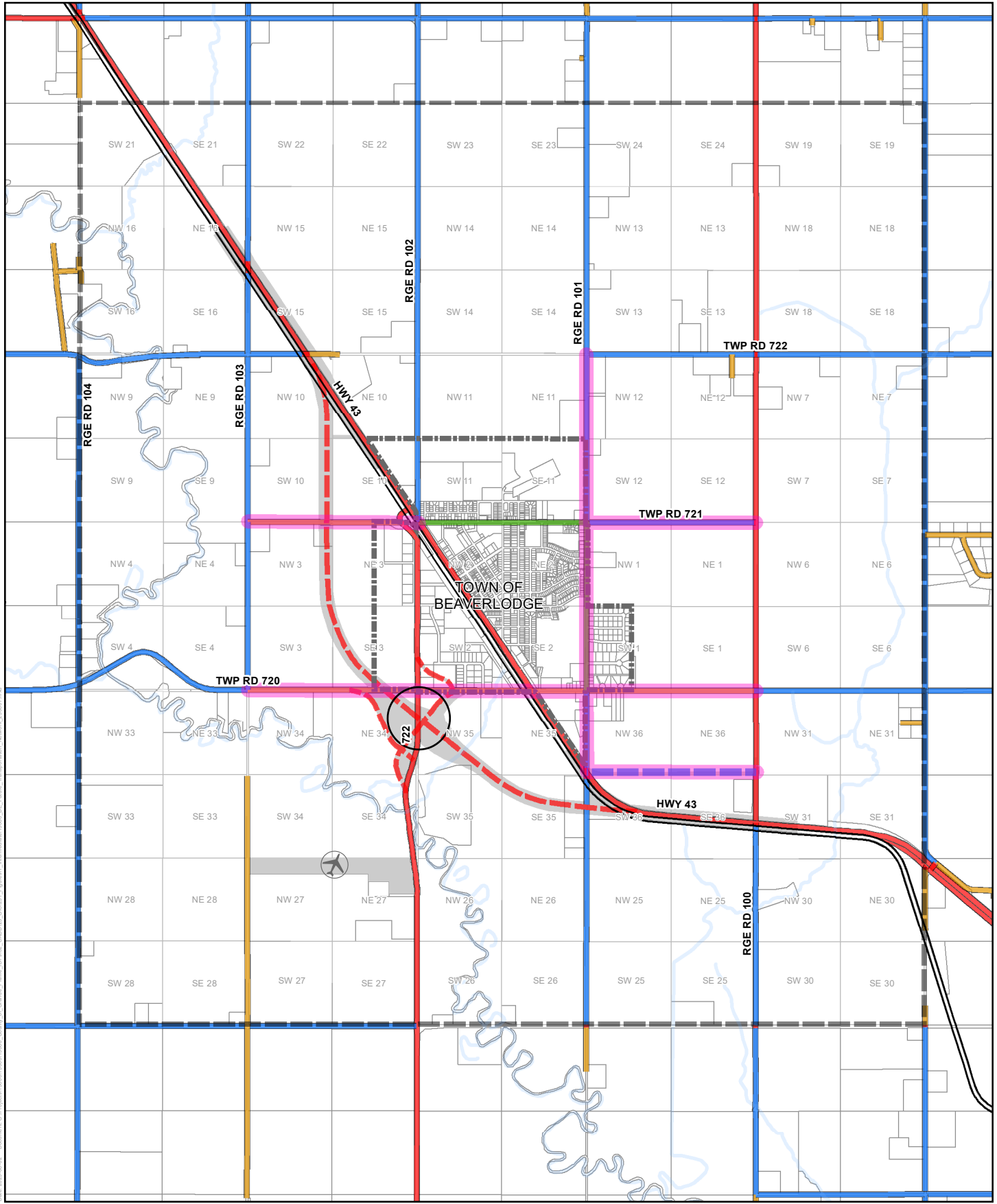
- 1) The IDP recognizes that Highway 43 may be realigned and upgraded by Alberta Transportation in the future as shown on Map 3. The County and Town shall coordinate their efforts to work with Alberta Transportation respecting the future realignment of Highway 43 around the Town to optimize future access opportunities into the Town.
- 2) The County and Town shall provide each other with advance notice of proposed major transportation infrastructure projects or initiatives to facilitate collaboration and coordinated planning.
- 3) The County's Transportation Plan shall be revised to reflect IDP priorities, if required.
- 4) The County and Town shall cooperate in the design and upgrading of Priority Roadways as illustrated in Map 3. The County and Town shall also cooperate in the protection of right-of-way required for the future upgrading of these roadways with no obligation for financial contribution from one municipality to the other for their construction.
- 5) The County and Town should support the efficient use of transportation infrastructure by directing new development to locate or connect to existing roadways.
- 6) Future subdivision and development proposals adjacent to highways and other major roadways shall provide adequate setbacks for future road right-of-way for widening and/or upgrades, to the satisfaction of the Development Authority.

2.10.2 Utilities

Utility servicing includes providing potable water, the conveyance of sewer, the management and conveyance of stormwater, and the provision of natural gas, power, and communications. A majority of the IDP area is unserved or serviced to rural standards, which consist of wells and private sewer systems.

Water and Sewer

- 1) The municipalities shall provide each other with advance notice of proposed major utilities and servicing initiatives to facilitate collaboration and coordinated planning.



Date: 2023.08.02 | Document: G:\Projects\09001\0000\10000\10000 - County of Grande Prairie - IDP\02_CADD\02 - IDP\021 - Future Interchanges\IDP_B3_Future Transportation_Network_230801.mxd



- IDP Boundary
- Town of Beaverlodge
- Priority Roads
- Airport
- Railway
- Future Interchange
- Highway
- Collector
- Local
- Urban Connector Road
- Future Collector
- Proposed Highway 43 Alignment †



**TOWN OF BEAVERLODGE /
COUNTY OF GRANDE PRAIRIE
NO. 1 INTERMUNICIPAL
DEVELOPMENT PLAN**

**MAP 3:
FUTURE TRANSPORTATION
NETWORK**

0 0.4 0.8 1.6 Km
NAD 1983 10TM CM115 1:50,000

† Based on the Beaverlodge Bypass Concept 3 (Phase 1) Highway 43 Interchanges, Highway 723 to Smoky River Functional Planning Study (2010) provided by the Government of Alberta.

- 2) The municipalities should collaborate to develop a Regional Utilities Master Plan to investigate the future extension of regional water and sewer services to the Town.
- 3) The extension of urban municipal water and sewer services into the IDP area may be considered if the following criteria are met:
 - (a) Existing systems have the capacity to accommodate future demand, and
 - (b) The extension of services is desired to serve a development in a Future Study Area, or
 - (c) Extension of services is to serve existing multi-lot or industrial subdivision(s) as a means of ensuring their long-term sustainability, or
 - (d) The extension of services is to serve a development opportunity that arises that has been determined to be of mutual benefit to both the County and Town.
- 4) All future development shall consider potential future utility corridors and associated right-of-way needs and may be required to provide adequate setbacks at the discretion of the municipalities.

Stormwater Management

The Town has historically faced stormwater management and drainage problems, both from flooding from the Beaverlodge River, and from overland flow from lands to the north of the Town. There is a desire to work collaboratively with the County to address issues of local flooding.

- 5) The County and Town should collaborate to undertake drainage and stormwater management studies for the IDP area, to ensure that future development does not further impact stormwater management issues within the Town.
- 6) The municipalities shall share information respecting relevant, known stormwater issues.
- 7) Best practices, such as low impact development should be considered for the implementation of stormwater management in all new development.
- 8) New development, including both urban and rural development, shall be designed so that adjacent lands are not negatively impacted by altered drainage patterns or stormwater run-off.

2.11 Annexation

The following policies are provided to help ensure that the process of annexing land from the County to the Town, when warranted to facilitate urban growth, proceed as smoothly as possible.

2.11.1 Preparation and Review of Annexation Proposals

The following policies address the content of applications, and the processes to be undertaken by the respective municipalities in advance of filing an annexation application.

Policies

- 1) The Town shall follow the annexation process as outlined in the MGA.
- 2) The Town shall share growth and development information with the County on a regular basis so that both municipalities are aware of the extent of any future annexation requirements, and the potential timing of an annexation application.
- 3) Annexation applications are to be based on the following criteria:
 - (a) Conformity with the IDP and Town MDP,
 - (b) Based on a growth study that contains demonstrated, justifiable and mutually agreed-upon land consumption rates and population growth,
 - (c) Consensus agreement from affected landowners subject to Policy 2.11.1(7),
 - (d) Logical extension of existing development and infrastructure, and
 - (e) The ability of the Town to absorb the costs of the lands proposed to be annexed. A financial analysis of the proposed annexation shall be undertaken in support of the application in order that the costs of the annexation are understood and is viable for both municipalities.
- 4) Prior to the notice being filed with the provincial Land and Property Rights Tribunal (LPRT), the proposed annexation application shall be referred to the County for comment.
- 5) All annexation applications shall follow legal boundaries.
- 6) Following annexation, the IDP, County and Town MDPs and LUBs shall be amended as required to reflect:
 - (a) the change in municipal boundaries, and
 - (b) any applicable conditions contained in the annexation order.
- 7) The County and Town recognize that landowner consent to annexation is not required under the MGA, and that the County and Town will work to mitigate landowner concerns raised during the annexation process. The Town accepts that in cases where:
 - (a) County landowners are opposed to annexation; or
 - (b) landowners have concerns that have not been sufficiently addressed through negotiation, that the County will support those landowners in opposing the annexation of their lands.

2.11.2 Annexation Triggers

The purpose of this set of policies is to describe the circumstances under which annexation would be warranted.

Policies

- 1) Annexation by the Town may be supported in the following circumstances:
 - (a) To accommodate the Town's need for land to facilitate future growth, in which case the following shall apply:
 - (i) Pursuant to Policy 2.11.1(2), the Town shall update the County regularly as to whether it has a surplus or deficiency in its residential, commercial, and industrial land supply,

- (ii) Subject to Policy 2.11.1(7), the County shall support the annexation of lands located within a defined Growth Area to allow the Town to maintain a maximum 50-year land supply for growth,
 - (iii) Subject to (ii), annexation may involve all or portion of a defined Growth Area, and
 - (iv) To provide ample lead time and ensure that land supply does not reach a critical level, an annexation application should be undertaken when the Town's residential, commercial, or industrial land supply is demonstrated to be less than 15 years,
- (b) When annexation is initiated by a landowner/developer, which may be supported by the Town and County provided that the application is consistent with the policies of the IDP. If the land proposed for annexation is located outside a defined Growth Area, the proposed annexation shall not be considered unless the IDP is amended accordingly,
 - (c) When annexation is desired to align an irregular boundary configuration,
 - (d) In cases where the boundary of a Future Urban Growth Area is defined by the right-of-way of a proposed highway realignment, annexation may be triggered when the highway is constructed,
 - (e) In cases where new development is proposed within a Future Growth Area exceeds the allowances identified in Policy 2.4(1),
 - (f) In cases where the subject land is owned by the Town,
 - (g) When annexation is required to meet the strategic or locational needs of a specific development.

2.12 Intermunicipal Collaboration

The County and Town have a long history of municipal cooperation regarding the provision of services and programs. Although the details relating to the provision of services are addressed in the Intermunicipal Collaboration Framework (ICF) between the County and Town, this section addresses the sharing or division of services in general terms.

- 1) The County and Town support the continued use of the ICF and intermunicipal agreements as means of delivering services in a co-operative manner to maximize available resources.
- 2) The County and Town may co-operate on any social, recreational, or economic development activities that affect both municipalities.

SECTION 3: PLAN ADMINISTRATION

3.1 Plan Adoption, Amendment, Review and Repeal

3.1.1 Plan Adoption

- 1) This IDP shall be adopted by bylaw by the County and Town following a joint public hearing conducted in accordance with the Act.
- 2) The adopting bylaws shall state that the respective municipalities only have jurisdiction over lands within their own boundaries.
- 3) The municipalities shall undertake concurrent amendments to their MDPs as may be necessary to comply with this IDP.

3.1.2 Plan Amendments

- 1) An amendment to this IDP may be initiated by the municipality or a landowner/developer.
- 1) Any amendment proposed by a landowner/developer shall be made to the municipality in which the subject land is located.
- 3) An amendment is in effect only if approved by bylaw by both municipalities following a joint public hearing.

3.1.3 Plan Review

- 1) A formal review of this IDP should be undertaken by the County and Town every 5 years but may be postponed by mutual agreement of the municipalities if they agree that a review is not required. Further, the County or Town may request that a review be undertaken sooner if development pressures or changes in strategic priorities warrant an earlier review.
- 2) Annual monitoring (e.g., review of subdivision/permit activity, approval history, appeals, referral responses) shall be undertaken by the municipalities to ensure that the IDP is working as intended.

3.1.4 Repealing the Plan

- 1) Repeal of the IDP may be initiated by either the County or the Town but should only be allowed if it is to be replaced by a new IDP that is agreeable to both municipalities.

3.2 Administrative Roles and Responsibilities

3.2.1 Subdivision and Development Permit Applications

- 1) Development permit and subdivision applications are to be processed and decided on by the Approving Authority of the municipality within which the application is located.

3.2.2 Subdivision and Development Permit Appeals

- 1) Development permit and subdivision appeals shall be heard by the Intermunicipal SDAB (or of the municipality having jurisdiction if the ISDAB disbanded), except for subdivision appeals under the jurisdiction of the LPRT (e.g., proximity to highway).

3.2.3 Statutory Plan and Land Use Bylaw Adoption and Amendments

- 1) The adoption of, or amendments to, a statutory plan (MDP, ASP, ARP) or LUB shall be processed and decided upon by the Approving Authority of the municipality in which the plan or bylaw is located.

3.3 Referrals and Communications

Open communication between the County and the Town will be critical to the success of the IDP. To this end, this section addresses matters associated with the exchange of development applications and the sharing of information between the municipalities.

3.3.1 The County shall refer the following applications located within the IDP area to the Town for review and comment:

- 1) Statutory plans (including drafts) and amendments,
- 2) LUBs (including drafts) and amendments,
- 3) Subdivision applications (excluding farmstead separations, physical severances, and boundary adjustments),
- 4) Non-residential development permits (excluding accessory buildings).

3.3.2 The Town shall refer the following applications to the County for review and comment:

- 1) Statutory plans (including drafts) and amendments,
- 2) LUBs (including drafts) and amendments,
- 3) Subdivision applications (excluding farmstead separations, physical severances, and boundary adjustments) if the application affects land that abuts the municipal boundary,
- 4) Non-residential development permits (excluding accessory buildings) if the application affects land that abuts the municipal boundary.

3.3.3 The municipalities shall circulate all non-statutory master plans (e.g., transportation, recreation, stormwater management and utilities) applicable in the IDP area for information and comment. Such referrals are not subject to the dispute resolution provisions in Section 3.4.

3.3.4 The municipalities shall establish a process for landowner circulation across municipal boundaries (i.e., applications that require adjacent landowner notification) in cases where the subject land abuts a municipal boundary.

3.3.5 When circulated an application in accordance with Policies 3.3.1, 3.3.2, or 3.3.3, the responding municipality shall provide comments within 14 days for development permits and 30 days for other applications.

3.3.6 The municipalities shall circulate all commercial or industrial development applications exceeding \$10,000,000 in building value to each other for information.

- 3.3.7 The County and Town agree that the two Councils shall meet semi-annually to discuss emergent issues of mutual concern and interest, and joint projects that could be undertaken by the municipalities.

3.4 Dispute Resolution

- 3.4.1 The dispute process as illustrated in Figure 3.1 may be initiated by either municipality.
- 3.4.2 A dispute may be triggered in the following circumstances:
- 1) lack of agreement on an IDP amendment, or
 - 2) an unresolved objection to the proposed adoption or amendment of a statutory plan or LUB that has been given First Reading but believed to be inconsistent with IDP.
- 3.4.3 The dispute resolution process does not apply to matters that fall under the jurisdiction of the ISDAB or LPRT, nor does it allow a municipality to appeal a subdivision approval.
- 3.4.4 As shown in Figure 3.1, the dispute resolution process shall follow the following steps:
- 1) The municipality responsible for the approval is advised of the concern in writing within 21 days of notification of the decision.
 - 2) The Chief Administrative Officers (CAO) or designates meet within 14 days of the receipt of the objection to discuss and attempt resolution.
 - 3) If the CAOs or designates are unable to resolve the objection, the matter is referred to a joint meeting of the Councils for discussion with the intent to find resolution. If the Councils are unable to resolve the issue, it may go to mediation.
 - 4) If the Councils agree to go to mediation, agreement on the appointment of a mediator is required, and the costs would be shared equally between the municipalities. Each Council shall appoint members to participate in mediation.
 - 5) If Council agreement reached or mediation is successful (i.e., the Councils agree with the mediated settlement), the municipality responsible for approval shall take the appropriate actions to implement the decision (e.g., revise the bylaw or defeat at Third Reading).
 - 6) If Council agreement is not reached, and mediation is not pursued or not successful if pursued, the municipality responsible for the approval may give the subject bylaw Third Reading. The objecting municipality may then file an appeal to the LPRT in accordance with Section 690 of the MGA.

Figure 3.1: Dispute Resolution Process

