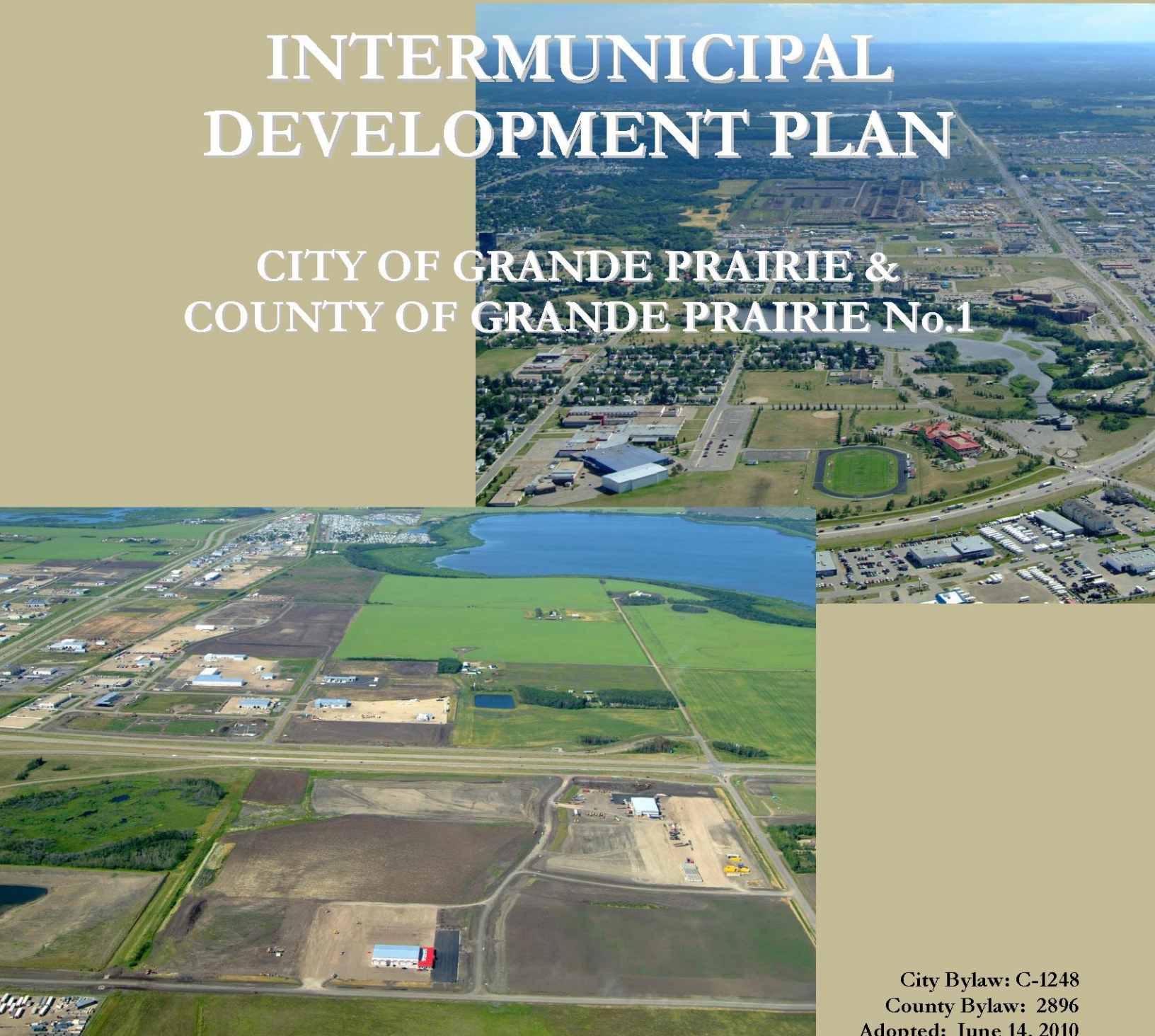


# INTERMUNICIPAL DEVELOPMENT PLAN

CITY OF GRANDE PRAIRIE &  
COUNTY OF GRANDE PRAIRIE No.1



City Bylaw: C-1248  
County Bylaw: 2896  
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Prepared by:

The City of Grande Prairie &  
The County of Grande Prairie No. 1



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## 1.0 INTRODUCTION

The intent of this Intermunicipal Development Plan (IDP or the 'Plan') is to outline a cooperative framework for the coordination of land use planning, economic development, servicing and transportation issues that are of joint interest between the City of Grande Prairie (the City) and the County of Grande Prairie No. 1 (the County).

This IDP is a statutory planning document prepared in accordance with Section 631 of the Municipal Government Act (MGA), which states that:

Two or more councils, may, by each passing a bylaw ... adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.  
(MGA, RSA 2000, c. M-26)

This IDP also meets the requirements of the Provincial Land Use Policies, a goal of which is to encourage cooperative approaches to 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.  
(MGA, RSA 2000, c. M-26)

This Plan is also intended to prepare both municipalities for alignment of mutual land use goals and policies and with future Regional Land Use Policies.<sup>1</sup>

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<sup>1</sup> Land Use Framework (2006) "...intended to manage growth and to sustain our growing economy, but balance this with social and environmental goals" Page 2.



## 2.0 THE NEED FOR A PLAN

The City/County Joint General Municipal Plan was first adopted in 1982 and was the first of its kind in the province. The original Plan was reviewed in 1995 in order to provide a general update of the policies but the substance of the plan did not change. In 2000-2001 the Plan was rewritten and restructured to reflect the prevailing planning policy at that time. It resulted in a reduction of the size of the planning area to a more manageable area. Subsequently, the two Councils approved a series of small amendments to deal with annexations made by both the landowners in the Plan area and the City, all in keeping with the IDP.

Since 2001, Alberta and Grande Prairie have experienced significant growth. The volume, intensity and direction of growth has resulted in a change to the land use patterns in the Grande Prairie area, particularly in and around Clairmont area. Provincial approval of City annexation applications has resulted in much of the land identified in the existing Plan as annexation areas to now be part of the City. The need to identify new annexations areas to accommodate future City growth is important to the City and to Intermunicipal relations generally. Therefore new growth (annexation) areas for the City have been identified by both Councils as the key component to an updated Plan. In addition, the Plan needs to identify and address the following issues:

- Increasing and sustained growth pressures in the City, as well as development pressures in those areas of the County located in close proximity to the City;
- A desire on the part of the County to protect its traditional industrial tax base;
- The County's requirement to enable the growth and development of the hamlet of Clairmont;
- The regional requirement to designate, integrate and develop a regional transportation system;
- To provide a framework to help guide the future expansion of the Aquatera utility system;
- To identify and protect mutually agreed upon areas of environmental significance and sensitivity such as the Bear Creek Corridor, the Dunes and the Wapiti River;
- a need to address the administration of the Plan, including referrals and other means of intermunicipal communication; and
- To address matters of resource and land use sustainability in anticipation of a provincially initiated regional planning process.



### 3.0 DEFINITIONS

In order to assist in the interpretation of this Plan, definitions for all major terms used in the document are provided below. For those terms not identified below, the definitions found in the Municipal Development Plan (MDP) or Land Use Bylaw (LUB) for both municipalities and the Act will apply.

**“Act”** means the Municipal Government Act, RSA 2000 as amended.

**“Adjacent”** refers to a parcel of land that is contiguous to another parcel of land, or would be contiguous if not for an intervening river, stream, railway, road or utility right-of-way.

**“Agreement”** means written notification from a municipality indicating support for a statutory plan, Outline Plan (OP) or Concept Plan (CP) or Land Use Bylaw (LUB) that has been referred to it for comment.

**“Area Redevelopment Plan”** (ARP) means a statutory plan that is prepared in accordance with the Act, to provide a framework for Redevelopment of an existing neighbourhood.

**“Area Structure Plan”** (ASP) means a statutory plan that is prepared in accordance with the Act.

**“City”** means the City of Grande Prairie (the City).

**“County”** means the County of Grande Prairie No. 1 (the County).

**“Concept Plan”** (CP) means a non-statutory land use plan used by the County intended to serve as a basic guideline in order to evaluate a small subdivision or development in the context of the development for a larger area.

**“Confined Feeding Operation”** (CFO) means an activity on land that is fenced or enclosed or within buildings where livestock are confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing but does not include seasonal feeding and bedding sites.

**“Contentious”** refers to any land use that due to its size, nature, or location, may be incompatible with uses on adjacent lands or is anticipated to have a detrimental intermunicipal impact. Such impacts may include but not be limited to noise, emissions, traffic generation, odours, nuisance, servicing demands, presence of dangerous goods or hazardous materials, or other environmental concerns. For the purpose of this definition, this may include but not be limited to tanneries, sawmills, intensive livestock operations, natural resource extraction industries (including sour gas wells), agricultural industries, auction markets, and similar uses.



**“Municipal Services”** refers to a water distribution system, sewage collection system or any other utility service that may develop in the future that conform to municipal standards and are connected to the Aquatera utility system.

**“Non-Residential”** when referring to a subdivision or development permit application, means any commercial, industrial, institutional or recreational use, but does not include an accessory building or use.

**“Outline Plan”** (OP) means a non-statutory or statutory plan used by the City prepared to a professional standard and (usually) encompassing an entire quarter (¼) section that is contained within an approved ASP. An OP provides more detailed information specific to the rezoning and subdivision of the quarter (¼) section (or portion thereof).

**“Plan Area”** means the area described in this document and generally comprising the entire IDP, including the City municipal boundary, a Long Term Annexation Area and a boundary of the ‘outer’ County Referral Area.

**“Private Services”** means a water supply and sewage disposal system that conforms to provincial regulations and serves an individual lot or development and is confined to the subject lot or development.



## **4.0 GOALS AND OBJECTIVES**

This Plan is intended to achieve the following goals and objectives:

- 4.1 To establish a planning area where the City and the County agree to cooperate on land use planning issues.
- 4.2 To identify and protect future growth directions for the City.
- 4.3 To identify lands which are suitable for future urban and rural industrial, commercial, residential, and other land use categories.
- 4.4 To develop an administrative structure which supports cooperation and communication between the two municipalities.
- 4.5 To develop a dispute resolution process.
- 4.6 To provide a Plan which allows for the flexibility of choice in land use planning options, directions and standards.
- 4.7 To reduce the potential for incompatible uses impacting adversely on the adjacent municipality.
- 4.8 To encourage growth and development within the Plan area.
- 4.9 To support economic development efforts between the City and the County.
- 4.10 To collaborate in matters of regional land use and sustainability such as master planning for transportation, storm water management, utilities, watersheds, recreation and environment.



## **5.0 THE PLAN AREA**

### **5.1 Rationale**

In January 2008, Lovatt Planning Consultants Inc. completed a growth study for the City. An accompanying document entitled “City of Grande Prairie Population and Employment Forecast” by Applications Management Consulting Ltd. was also completed and formed the basis for the recommendations in the growth study.

In the study, the growth needs identified land demand to the year 2057. Based on the study, 243 quarter (¼) sections or 38,870 acres of land will be required to accommodate a population of 157,725 or approximately three (3) times the current population. The average annual growth rate of 2.3% was applied to the population projections.<sup>2</sup>

The City would require an additional 215 quarter (¼) sections of land or 34,400 acres beyond their current boundary. The study identified that the City would grow to 121,572 persons by the year 2037. The study also recommended preferred directions for annexation.

In recognizing the mutual benefits of enabling growth for both municipalities in the County-City region, the two Councils identified areas that fit the City's desire to grow without compromising future County growth objectives or removing lands constituting an important component of the County tax base, including the Hamlet of Clairmont. While this area is substantially less than that recommended by the Growth Study the Plan preserves long term urban growth capacity within accompanying a land use policy framework consistent with the principles of Intermunicipal cooperation.

This IDP applies to approximately 269 km<sup>2</sup> of land adjacent to the City as illustrated in the Plan Boundary Map 2. The Plan area consists of these major components:

- a) The current boundary of the City;
- b) The south boundary of the hamlet of Clairmont which abuts a portion of the north boundary of the City;
- c) Long Term Annexation requirements of the City based on the 2008 Growth Study;
- d) Existing and proposed (conceptual) Ring Road concepts as proposed by the province of Alberta and the County and the City;
- e) A one half (0.5) mile wide Referral Area around the outer annexation area boundary based on the premise that any future development occurring in these areas may have an impact on the future annexation of the area and does not prejudice the potential for additional future urban expansion. The purpose of this Referral Area is to ensure that both municipalities are advised of proposed development applications that may be of mutual interest, and that development does not occur that may be considered to have a detrimental impact on their long-term interests.

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<sup>2</sup> City of Grande Prairie Population and Employment Forecast 2007-2057 Final Report, Page 20.



The City and the County agree that developing a Plan area is critical to the preservation of their long-term interests. The boundaries identify the area in which the Plan policies will apply and work towards the coordination of land uses between the City and the County.

With the development of the Plan policy, a framework is established to enable each municipality to achieve its goals and economic prospects. The communication process will allow that each municipality have input into development decisions in areas that each have identified as important to coordinate their growth. For example, the Plan provides opportunities for industrial development in the future City area along west Highway 43 and to the area generally northeast of the airport, which will be supported by the County. Just as importantly, the City will reciprocate by:

- a) Respecting the County's right to plan and develop according to its process on the 'rural side' of the Plan Boundary whether or not it is in the referral area; and
- b) Where both parties are agreeable or see merit, collaborate with the County in an integrated business park development concept; and
- c) Committing to work with the County to coordinate development related infrastructure within regional master plans for roads and storm water management, and annual capital planning for upgrades for example.

It is recognized that some fully-developed quarter ( $\frac{1}{4}$ ) sections, or quarters ( $\frac{1}{4}$ ) approaching full development (eg., Mountview Business Park) are contained in the Plan area. These areas have been included on the basis that there may be potential for an intensification of development (ie. increase in density), or for the development of an industrial use that may be of mutual interest to both municipalities.

The Plan also identifies a boundary for the Hamlet of Clairmont. While most of Clairmont is excluded from the policies of this plan, the County will ensure that future land uses within Clairmont boundary and adjacent to the plan boundary are generally consistent with future land uses as shown on the Future Land Use Map 7.

The Plan contains policies that recognize additional areas of regional concern that may extend the effective scope of the Plan Area, namely:

- Primary highway corridors entering the City and the need to expand the provincial transportation network to better serve the Grande Prairie region;
- Development of a primary utility corridor to serve the area;
- Watershed management, the Land Use Framework, and the Provincial Water for Life Strategy;
- Recreational and environmental corridors; and
- The Grande Prairie Airport.



With the exception of these issues, the City has limited interest in the development of County lands outside of the Plan area. More specifically, while there may be some regional interests that have been identified, it is recognized that the County does have the final jurisdiction in matters of approving statutory plans, LUB amendments, subdivisions and developments. The purpose and intent of the IDP is to minimize, if not eliminate, the need for appeals under Section 690 of the Act between the two municipalities. Similarly, the County recognizes the inherent right of the City to make land use decisions within the boundaries of the City.



## 6.0 INTERMUNICIPAL POLICY CONTEXT

The City and County adopted the previous IDP in 2001 to establish a framework for managing growth through a turbulent economic growth phase that lasted almost ten (10) years. Both municipalities experienced exceptional growth pressure including demand for land and public and private services. Growth is forecast to continue, by many accounts. The intent of this Plan is to build on the established land use patterns and continue efforts to promote business development, residential neighbourhoods, major institutions and public recreation and open space in a flexible, orderly and sustainable manner.

Industrial, commercial and residential growth increased dramatically in the period 2001-2009, with successful efforts to consolidate County industrial development in the Hamlet of Clairmont around the Highway 43 - Highway 2 Interchange ('Four Mile Corner') and south of Grande Prairie along both sides of Correction-line Road. Other potential industrial opportunities are occurring west of the City along Highway 43 (100 Avenue) in and around the Grande Prairie Airport. The City and the County will, through this Plan, coordinate industrial development opportunities in the short and long term to ensure that land owners and the region capitalize on economic development opportunities including accommodating demand for housing supply. This strategy is aimed at preserving economic development opportunities around future Provincial transportation corridors such as the southwest Resources Road.

Housing development on a regional basis has included urban residential development, meaning conventional urban single family dwelling lots (typically under 8,000 square feet in size), traditional country residential lots on three (3) to five (5) acres in size, and a more recent trend toward higher density rural subdivisions based on lots of a half acre in size. Examples of the variety of subdivision types are found to the east and particularly south and southeast of the City. In addition, the greater area to the southwest in the vicinity of Flyingshot Lake and Correction-line Road has experienced considerable pressure for rural residential subdivisions. This IDP framework enables the housing industry to respond freely to market demands for a broad range of housing types and residential life styles in either municipality. Moreover, both municipalities support innovative neighbourhood designs and servicing concepts. Whether the Plan envisions merging of development patterns through eventual annexation, or maintaining separate jurisdictions, such as the Hamlet of Clairmont, planning and design objectives are intended to ensure connected, integrated and cohesive land use patterns.

The Plan responds to the City's desire to maintain a thirty (30) year land supply within its municipal boundaries, and identifies a fifty (50) year or "long term growth area". This strategy underscores mutual acknowledgement of City and County Councils that there are opportunities for both municipalities to provide housing and employment.



The purpose of this section is to outline the policy intention for the Long Term Annexation Area. In addition, this section describes how the Plan will accommodate growth and development between the time the Plan is adopted and the annexation of the land by the City.

## **General Annexation Policy**

### **Policy**

6.0.1 One of the primary purposes of this Plan is to identify future City annexation areas. To this end, the Plan identifies a long term fifty (50) year land supply. The future annexation area is identified on the Annexation Area Map 4."

### **6.1 Short Term Annexation Area - Removed**

### **6.2 Long Term Annexation Area**

This Plan identifies a fifty (50) year land supply. This area is also indicated on the Annexation Area Map 4

The concept of the fifty (50) year growth horizon is based on historical growth rates, an estimate of land area requirements for a balanced mixture of land uses, diverse business development options and growth scenarios which consider an array of growth factors and possible trends. Fundamental to this Plan therefore is an attempt to ensure both municipalities have comparable opportunities and flexibility to accommodate growth independently, cooperatively, and where mutually beneficial, to actively collaborate. In addition, the size of the Plan is intended to allow for fiscal sustainability by providing a variety of options for economic development to occur in terms of proximity and access to infrastructure such as major transportation corridors, water and sewer services, market visibility, labour-force and similar land uses.

Within the area covered by the fifty (50) year boundary, a significant number of existing land uses has been established. The area includes major subdivisions such as: Wedgewood, Carriage Lane, Taylor Estates, Sandy Ridge, Green Acres, Lawra Estates, Willowood and many more. It includes the areas south and west of the City including the Flyingshot Lake settlement area, the Correction-line Road and newly serviced areas through the West Aqua Coop water line.

One purpose of the IDP is to provide policy direction for future land use in the Long Term Annexation Area that must recognize the long term nature of any annexation application, likely not taking place for the next fifteen (15) to twenty (20) years. Moreover, the Plan envisions that demand and need for development intensification may be well beyond the twenty (20) year time horizon. As with those lands annexed within the near future, the intent of the two municipalities is to balance provisions for modest levels of development with the over-arching long term goals of this Plan. This Plan contains a new set of policies which strive to balance the right of current County land owners to develop land with the imperative of preserving City growth options.



## Policies

- 6.2.1 The Long Term Annexation Area, as indicated on the Annexation Area Map 4, is identified as the Long Term Annexation Area for the City. The timeframe for the annexation of this area will be dependent upon the growth rates of the region but is intended to reflect the land requirements and provide urban growth opportunities beyond the thirty (30) year land supply. Regular periodic Plan reviews and a program of annual development monitoring will be used to track growth and evaluate the need for and timing and scale of future annexations
- 6.2.2 The annexation of all or part of the land within the area identified as the Long Term Annexation Area may proceed only when the land supply within the City is less than fifteen (15) years, as determined through the land consumption model outlined in the implementation section.
- 6.2.3 Notwithstanding Policy 6.2.2, the City may pursue annexation of land within the Long Term Annexation Area, as identified on the Annexation Area Map 4, if the proposal is supported by the affected landowners.



- 6.2.4 Within the Long Term Annexation Area, the subdivision of lands for multi-parcel residential use shall be directed to those lands identified as Residential on the Future Land Use Map 7. Residential uses will be discouraged in those areas located adjacent to incompatible urban uses (eg. airport, existing industrial lands).
- 6.2.5 The subdivision and development of land within the Long Term Annexation Area southwest of the City for residential purposes will be accommodated under the following conditions:
- a) A maximum of thirty (30) acres from a quarter ( $\frac{1}{4}$ ) section will be allowed unless there are valid planning reasons for increasing the maximum size. The density of development will up to the developer;
  - b) Lands adjacent to the City boundary may be considered for an entire quarter ( $\frac{1}{4}$ ) or more if the proposal is to an urban standard and is accompanied by an application for annexation to the City;
  - c) Any area greater than thirty acres will be considered on a case by case basis on the merits of the individual proposal. In considering individual applications, the proximity to the City, availability of municipal services, the road network and other adjacent land uses in the area will all be primary considerations in making a decision;
  - d) Proposals for multi-parcel residential development must be at least four hundred (400) metres from the proposed interchange locations for the southwest Resources Road and other potential critical interchanges as generally identified on the Regional Transportation Map 3. The Future Land Use on the Annexation Area Map 4 identifies the approximate setback distance; and
  - e) Development proposals for Rural Estate type development or development requiring central water and sewer services in the area southwest and within one (1) mile of the City will be considered on a case by case basis if the application for subdivision and development is accompanied by an application to be annexed by the City. All proposals of this nature must also be accommodated with an ASP. Any residential development shall comply with other policies of the plan including separation from southwest Resources Road, interchanges. Moreover non-commercial development shall maintain at least a four hundred (400) metre setback from the intersection of 116 Street and Correction-line Road. The development of land may be approved without the actual annexation of the land. The municipalities will explore mechanisms to attach to future titles of land to identify that the land may be the subject of a future annexation application by the City.
- 6.2.6 Where development is proposed as per Policy 6.2.5(e) it is important to ensure that future development does not create a negative physical, economic or social impact on the City. Therefore, an ASP shall be required for those residential lands located adjacent to the existing or proposed City boundary and located within the Long Term Annexation Area as identified on the Annexation Area Map 4. Such plans shall address:



- a) Potential connection to urban services or the installation of central sewer and water services either in utility lots or via front street servicing;
  - b) Stormwater management;
  - c) The alignment and development of internal roads;
  - d) The improvements to the collector and arterial road systems;
  - e) The provision of linkages to adjacent quarter ( $\frac{1}{4}$ ) sections;
  - f) The requirement for environmental reserve and the protection of water courses, significant wetland features and water bodies where required;
  - g) The provision of parks, open space, trails and school sites, through Municipal reserve dedication and other means of acquisition, necessary to serve the local and regional population.
- 6.2.7 In the area southeast of the City, the continued development of rural estate lots will be permitted in the area between Bear Creek and one (1) mile south of 100 Avenue and easterly to the proposed eastern leg of the Ring Road as shown on the Regional Transportation Map 3.
- 6.2.8 The redevelopment (resubdivision and increased density) within existing named country residential subdivisions shall be encouraged provided central water and sewer systems are available. It is preferable to undertake an Area Redevelopment Plan (ARP) to encompass the entire subdivision prior to dealing with individual requests for the subdivision of existing lots. The development of high density residential development will also be eligible for consideration provided sufficient servicing capacity is available.
- 6.2.9 Within the Long Term Annexation Area as identified on the Annexation Area Map 4, the subdivision of lands for Industrial/Commercial uses shall be directed to those lands identified as industrial/commercial on the Future Land Use Map 7.
- 6.2.10 The subdivision and development of land within the Long Term Annexation Area for industrial/commercial purposes is allowed under the following conditions:
- a) A maximum of thirty (30) acres from a quarter ( $\frac{1}{4}$ ) section will be allowed unless there are valid planning reasons for increasing the maximum size. The density of development will be up to the developer;
  - b) Any area greater than thirty (30) acres or on pre-existing parcels larger than thirty (30) acres but less than a quarter ( $\frac{1}{4}$ ) section in size will be considered on a case by case basis. In considering such applications, proximity to the City, availability of central sewer and water services, the road network and other adjacent land uses in the area will all be primary considerations in making a decision;
  - c) Lands adjacent to the City boundary may be considered provided the proposal is designed to an urban standard satisfactory to the City and is accompanied by an application for annexation to the City;
  - d) The land is located within four hundred (400) metres of a future interchange location for the southwest Resource Road as indicated on the Future Land Use Map 7.



6.2.11 Where development is proposed in accordance with Policy 6.2.10, it is important to ensure that future industrial/commercial does not create a negative physical impact on the City. Therefore, a CP may be required for those industrial/commercial lands not currently zoned for industrial/commercial use and which are located adjacent to the City boundary existing at the time of adoption of this Plan, or proposed City boundary within the Long Term Annexation Area as identified on the Annexation Area Map 4. Such plans shall address:

- a) Connections to urban services or the installation of central sewer and water services either in utility lots or via front street servicing;
- b) Stormwater management;
- c) The alignment and development of internal roads;
- d) The improvements and right of way requirements for the major road systems;
- e) The provision of linkages to adjacent quarter ( $\frac{1}{4}$ ) sections;
- f) The requirement for environmental reserve and the protection of water courses and water bodies where required; and
- g) The dedication of municipal reserve in land form to assist in the development of comprehensive open space, trail system and school location strategies.

6.2.12 The redevelopment (re-subdivision) of existing named industrial/commercial subdivisions shall be allowed provided municipal water and sewer systems are available. It is preferable to undertake an ARP to encompass the entire subdivision prior to dealing with individual requests for the subdivision of existing lots.

### **Future Land Uses**

The Future Land Use Map 7 identifies some generalized future lands. This is an attempt to provide general direction on potential future land uses within the Plan area. It will assist in providing a point of reference for any subdivision or development permit application that is applied for in advance of the completion of the planning studies. The boundaries of the area are generalized and not to be considered definitive so that it provides maximum amount of flexibility to both the landowner and the municipalities to deal with applications as they emerge.

## **6.3 Agriculture Uses**

In the Grande Prairie IDP area, the land which is currently under agricultural production has, for the most part, been identified for some other future land use besides agriculture. The issue of agricultural land preservation in the conventional sense is not an issue. It is expected that agricultural operations will be the main land use in these areas until a higher, more intense use is developed. To this end, traditional agricultural uses and land practises will be allowed pending their conversion to another use. Therefore, Agriculture as a predominate land use has not been specifically identified.



Another relatively important issue is the location of Confined Feeding Operations (CFO's) particularly as they impact the City and country residential developments. The County has extensive policies dealing with CFO's adopted as part of its MDP and LUB. The policy direction in the MDP is to exclude CFO's from locating within two miles of the boundary of the City. There are also restrictions from locating CFO's from lands zoned for Intensive Recreation and Country Residential. Given these restrictions, it is unlikely that any new intensive livestock operations would be allowed in or adjacent to the Plan area regardless of any standards that may be in place.

It is recognized that there may be some operations already in existence, which will continue to exist.

### **Policies**

- 6.3.1 It is recognized that extensive agricultural operations exist and will continue to exist within the Plan area. These operations will eventually be phased out in favour of urban or more intense development. The transition from agriculture to some other land use shall be done within the policies provided in this Plan.
- 6.3.2 Where the City annexes land that is currently in agricultural production, the City will provide for the land to continue to be farmed until the conversion to a higher use is necessary.
- 6.3.3 New intensive livestock operations or the expansion of existing operations will not be supported in the Plan area.
- 6.3.4 Applications for new intensive livestock operations located in the Referral Area will be circulated to the City for comment.
- 6.3.5 In areas where agricultural operations abut urban development, the municipalities shall send information to the urban landowners advising of the possible nuisances arising from the agricultural operation on the urban landscape.

## **6.4 Industrial/Commercial Development**

As the economy of the area continues to grow, so will the demand for industrial and commercial land. Many of the issues surrounding the development of industrial/commercial land are similar to those of residential development, including: long-term future municipal growth directions, the availability of servicing, availability of transportation infrastructure, the avoidance of land use conflicts, and a desire to enhance and sustain the municipal tax base. The preferred areas for industrial/commercial development are identified on the Future Land Use Map 7.

The purpose of the plan is to provide a maximum diversity of development opportunities in the Grande Prairie area for industrial/commercial development and in particular to expand the industrial and commercial land base for the City.



## **Policies**

- 6.4.1 Development standards for industrial areas shall be the exclusive right of each municipality including but not limited to servicing, roadway and stormwater drainage standards. Having stated this, the City and the County will cooperate on the matter of landscape standards along the provincial highway systems as much as possible.
- 6.4.2 Low-density subdivision and development activity involving up to three lots for industrial/commercial purposes will be permitted to occur in the Short Term Annexation Area prior to annexation. Subdivisions of up to three industrial parcels (maximum ten acres in size unless there are valid planning reasons for a larger size) per quarter ( $\frac{1}{4}$ ) may be permitted with private services.



## **6.5 Highway Development**

The treatment of development along primary highway corridors within the Plan area is an issue of mutual interest to both municipalities on the basis of development pressures, as well as aesthetics. As the economy of the area grows, it is assumed that future demand for industrial and highway commercial land adjacent to the highway will also increase. The expansion of the provincial highway system in the area will provide additional opportunities for development along or adjacent to the main transportation systems.

It is not the intent of this Plan to limit land uses in these areas along highways. The primary objective is to ensure a compatibility of uses and development standards between the two municipalities.

### **Policy**

6.5.1 Developments located along the provincial highway system shall be to a high aesthetic standard. A common standard for screening, landscaping and fencing for both municipalities will be developed for industrial and commercial uses in the Plan area where such standards make sense.

## **6.6 Recreation, Parkland and Regionally Significant Areas**

Development in proximity to water bodies or watercourses should be done in a manner that ensures the features are not negatively impacted by subdivision and development activity. Moreover, these features can figure prominently into future open space and trail networks and therefore should be the basis for future study.

In addition, the Wapiti River Corridor is a unique area that provides a number of economically significant features to the region. The area is an important source of aggregate which is necessary to facilitate the growth of the region. At the same time, the Wapiti River provides the water supply to the City, Clairmont and Sexsmith. The area is home to extensive discoveries of dinosaur bones and other fossils. Lastly, the entire area is utilized for both intensive and extensive recreation activities. Efforts are currently underway to provide a plan of the management of land uses in the Wapiti Corridor. Currently this is a project supported by the two rural municipalities bordering the river, the County and the MD of Greenview.

There is also a need to ensure that the open space needs of area residents be accommodated through the subdivision and development process both at a local and regional level. To this end, the joint planning of recreation needs is supported and includes but is not limited to the provision of local and regional parks, sports fields, walking and bicycle trails and major facility planning.



## Policies

- 6.6.1 Recreation activities within and adjacent to the Plan area are diverse. The Plan will recognize both municipalities' contributions to the wide diversity of recreation opportunities and seek to identify future sharing opportunities. The City and the County agree to work towards the opportunities to integrate the recreation needs of the residents of the area by identifying potential opportunities for both municipalities to work together. The City and the County agree to integrate the recreation needs of the residents of both municipalities by identifying potential opportunities.
- 6.6.2 The County and the City will continue to collaborate and coordinate with land owners to implement a policy to integrate urban and rural development in the Bear Creek valley and its tributaries, as Muskoseepi Park grows northwest to Bear Lake and south toward the Wapiti River. Criteria will aim to prevent encroachment into the valley and to undertake the studies necessary to identify the appropriate land base to meet future open space requirements.
- 6.6.3 When lands adjacent to named water courses or water bodies are subdivided, environmental reserve shall be provided. The amount of reserve required shall be based on the site-specific nature of the lands being subdivided and consistent with any mutually agreed-upon recreation master plans that may be in place.
- 6.6.4 Through their respective LUB's, the two municipalities will ensure that appropriate development setbacks from water bodies and watercourses are implemented.
- 6.6.5 Municipal reserve owing as a result of the subdivision of land in the Short Term Annexation Area will be deferred to the balance of the quarter (¼) section. This will enable the development of parks and schools when the City annexes the land.
- 6.6.6 The development and implementation of a Wapiti Corridor Land Use Management Plan is considered to be a high priority. In particular, the two municipalities will explore opportunities to connect the Wapiti Dunes area with the existing trail system in the City. To this end the City and the County will contribute financially to both the development and implementation of the plan.
- 6.6.7 The City and the County will work towards developing an integrated trail network linking Clairmont with the City along collector and arterial road networks. The development of trail networks along other major road networks that serve rural and urban residential areas should also be explored.



- 6.6.8 Regionally significant areas are identified on the Regionally Significant Areas Map 8. Even though most of the land identified as regionally significant (such as 'the Dunes' and the Wapiti River) lies outside the boundaries of the Plan area, the purpose of the designation is to demonstrate certain areas that require special treatment in terms of study, planning and implementation. These lands are deemed to be regionally significant by both municipalities and will form the cornerstone to future recreation and open space planning by the City and the County.

## **6.7 Transportation**

The development of a safe and efficient transportation network is critical to the well being of the area residents and is important to land use planning. One of the primary functions of the Plan is to identify the requirement for improvements of a future regional road system and to ensure that the system provides a seamless transition from the provincial highway network to the municipal road system and from one municipal system to the next. The Plan should also work to identify improvements needed to the provincial highway system to support the growth and development of the area.

### **Policies**

- 6.7.1 The City and the County support the development of improvements to the provincial highway system as identified on the Regional Transportation Map 3. Moreover, both municipalities agree to actively pursue the development of the provincial system with the provincial government.
- 6.7.2 In addition to the improvements to the provincial highways, specific road corridors have been identified that require special consideration and coordination between the two municipalities. The common road system is identified on the Regional Transportation Map 3.
- 6.7.3 The City and the County will seek to incorporate the road patterns and designations identified on the Regional Transportation Map 3 into future transportation master plans.
- 6.7.4 The City and the County will share annual capital plans including plans for paving and borrowing of major roads in the plan area to ensure better coordination respecting proposed roadway planning and upgrades and to take advantage of joint tendering prices.
- 6.7.5 When subdivisions are proposed in the Plan area, all right-of-way requirements will be secured to ensure that long term transportation and road plans can be implemented when warranted.
- 6.7.6 The extension of transit services to the hamlet of Clairmont may be explored as part of the next transit master plan update.



## **6.8 Utilities**

The definition of utilities covers many items including but not limited to the provision of natural gas, power, municipal water and sewer systems and telephone. There has traditionally been a differentiation between rural and urban development based in part on how these services are delivered to their respective residents. Traditionally, an urban municipality has a higher level of services leading to a more dense form of urban development. However, as technology and densities increase, the economics of providing all utilities to the rural areas becomes possible. Therefore, the Plan recommends that the regional planning for utility corridors and other integrated systems be pursued.

### **Policies**

- 6.8.1 The provision of sewer and water systems into the rural area will assist in creating a more compact landform and a more efficient use of land. In addition, the municipalities may work together to help define appropriate servicing techniques and standards.
- 6.8.2 The opportunity to extend municipal water and sewer services into the County should be encouraged and may be the subject of future discussions and negotiations between the two municipalities. To this end, regional master plans for water and sanitary sewer systems should be developed by Aquatera Utilities Inc.
- 6.8.3 In order to avoid the development of incompatible systems in the Plan area, further discussion is required between the City and the County at a technical level to:
  - a) Undertake a comparative review of development standards between the City and the County, to determine areas of compatibility and divergence, and the enforcement of standards; and
  - b) Develop agreements on the terms for any future extension of municipal services, including provision for the payment of off-site levies.

## **6.9 Residential**

### **Policy**

- 6.9.1 Applications for residential and public uses will be directed to the lands designated as residential/public uses on the Future Land Use Map 7 as per the policies of the plan.

## **6.10 Future Planning Areas**

As stated earlier, one of the primary focuses of the Plan is to establish a new boundary for the Plan area and to resolve one of the most critical issues, the identification of future annexation areas for the City to enable future City growth. The Plan is intended to provide a predictable timeline for annexation of lands within



the Short Term Annexation Area. As this is a primary focus of the plan, some other more traditional elements such as fixing a specific future land use pattern will, for the most part, be left to future planning studies. For the purposes of providing guidance until the more specific planning studies have been completed, the Future Land Use Map 7 identifies expected general land use patterns for the future. It is expected that the planning studies will be completed over a number of years.

### **Policies**

- 6.10.1 Within the IDP boundary, the Plan will identify several planning areas. These areas are identified on the Plan Areas Map 6. It is intended that the City and the County will allocate time and resources to develop ASP's for the purpose of establishing planning guidelines for these areas. Developers wishing to subdivide or develop prior to the development of the ASP's by the City or the County may be required to prepare an ASP, OP or CP as a prerequisite to any approvals.
- 6.10.2 The boundaries of the planning areas are general in nature and will be refined once the planning process is undertaken. Furthermore, the size of the planning areas may be increased or reduced in size based on further study and local factors.
- 6.10.3 The content of the ASP's will follow the relevant guidelines as identified in the Act.
- 6.10.4 The development of the ASP's will require extensive public consultation due to the number of affected residents in the area.
- 6.10.5 There will not be a particular order to the development of the ASP's but the preparation of the plans will be considered a priority by the municipalities.
- 6.10.6 ASP's will inherently be more detailed than the IDP. Therefore, issues such as density of development, environmental policy and so forth will be left to the ASP's.

## **6.11 Land Use Framework and Regional Planning**

The Province of Alberta is pursuing the development of a series of regional plans as part of the Provincial Land Use Strategy. A regional plan for the Upper Peace River Basin area is amongst the last to be developed in the province. Consequently, this plan is intended to serve as the regional plan for the Grande Prairie area in that it exhibits all of the basic characteristics of a regional plan in dealing with land uses and promoting Intermunicipal cooperation.

### **Policy**

- 6.11.1 The IDP will serve as the primary City and County policy document in negotiations with the Province of Alberta in the development of a regional plan for the area.



## **7.0 PLAN ADMINISTRATION AND IMPLEMENTATION**

A key component to the successful implementation of this Plan is a clear understanding of the administration process. It will depend upon a spirit of mutual trust and cooperation between both City and County Councils and administrations for the respective municipalities. The purpose of this section is to establish the methods by which this Plan is to be implemented.

### **7.1 Adoption Process**

#### **Policies**

- 7.1.1 The IDP shall be adopted by bylaw by the City and the County in accordance with the Act.
- 7.1.2 The City's adopting bylaw will specify that although the City adopts the policies and objectives of the Plan, it has no legal jurisdiction for lands in the Plan area which are outside the boundaries of the City. Similarly, the County's adopting bylaw will specify that it has no legal jurisdiction for lands which are outside the boundaries of the County.
- 7.1.3 Any amendments to the MDP's and LUB's of each municipality that may be required to implement the policies of this Plan should occur simultaneously with the adoption of this Plan, if possible.

### **7.2 Administrative Agencies**

Responsibility for implementation of the provisions of the Plan is vested with each municipality respecting lands contained within its own boundaries.

#### **Policies**

- 7.2.1 The IDP covers land both in the City and the County. Responsibility for the day-to-day administration falls within the powers of each municipality in accordance with their own policies and LUB standards.
- 7.2.2 The City and the County will continue to be responsible for subdivision and development permit approvals falling within their boundaries. Likewise, applications to adopt or amend any statutory plan or LUB will be received and processed by the municipality where the subject lands are located.

### **7.3 Referrals**

Open communication between the two municipalities and the clear definition of procedural requirements will be critical to the successful implementation of this Plan. This process begins with the exchange of information at the beginning of the development process. In order to ensure proper communication and coordination takes place between the two municipalities, plans and development applications shall be circulated between the municipalities.



## Policies

7.3.1 The City will circulate the following to the County for comment and review if the proposal affects lands that are located within one half mile of the City boundary as indicated on the Referral Area Map 5:

- a) Statutory plans (including drafts) and amendments thereto;
- b) LUB's (including drafts) and amendments thereto;
- c) Subdivision applications;
- d) Non-residential development permits;
- e) Applications for development permits or subdivisions for contentious use on land which is immediately adjacent to, but outside the Plan boundary;
- f) Non-statutory plans such as OP's along with supporting documentation (Design Reports);
- g) Transportation Master Plans\* (including drafts); and
- h) Stormwater Master Plans\* (including drafts).

7.3.2 The County will circulate the following to the City for comment and review if the proposal affects lands that are located in the County within the Referral Area as identified on the Referral Area Map 5:

- a) Statutory plans (including drafts) and amendments thereto;
- b) LUB's (including drafts) and amendments thereto;
- c) Subdivision applications, except for farmstead separations;
- d) Non-residential development permits in areas not designated for same;
- e) CP's where applicable;
- f) Transportation Master Plans\* (including drafts); and
- g) Stormwater Master Plans\* (including drafts).

\* These applications are to be circulated for information purposes only. It is not intended that they be subject to the dispute resolution process outlined in Section 7.4.

7.3.4 Referrals made under this Section 7.3 are required to conform to the time lines contained in Appendix 2. In addition, the following provisions shall apply:

- a) Each municipality is to be provided thirty (30) days to review and comment on referrals, unless applicable legislation requires a different time period;
- b) If comments are not received within the agreed time period, it shall be assumed that there is no objection to the proposal. Given that fairness and reasonableness must be an integral part of the planning process, the time frames may be extended by agreement of both parties;
- c) Time extensions may be requested to any of the noted time lines. Any request should be considered an exception and must not be abused. The host municipality may grant a time extension to any application upon the request by the other municipality;
- d) If a request for a time extension is denied, the issue would not constitute a dispute as defined under Section 7.4.



- 7.3.5 In the event that a potential application gives rise to a concern respecting the interpretation of a definition, goal, policy, or administrative provision of the Plan, the issue shall be jointly reviewed at the staff level within fourteen (14) days of the application being submitted.
- 7.3.6 If the matter is not resolved at the staff level, the Joint Council Committee shall review the matter within thirty (30) days of the original submission of the application. A disagreement respecting the interpretation of the Plan shall not constitute a dispute as defined under Section 7.4.
- 7.3.7 The City and the County recognize that a dispute is a serious matter and every effort should be taken to avoid triggering the Dispute Resolution mechanism. Therefore, only serious infractions of the policies shall be deemed disputes. A serious infraction would mean approval of a statutory plan, or amendment, or of a LUB or amendment, that is clearly contrary to the policy direction of the Plan, (for example, an industrial use within a proposed residential area) and the two municipalities cannot agree as per Policy 7.4.1.

#### **7.4 Dispute Resolution Mechanism**

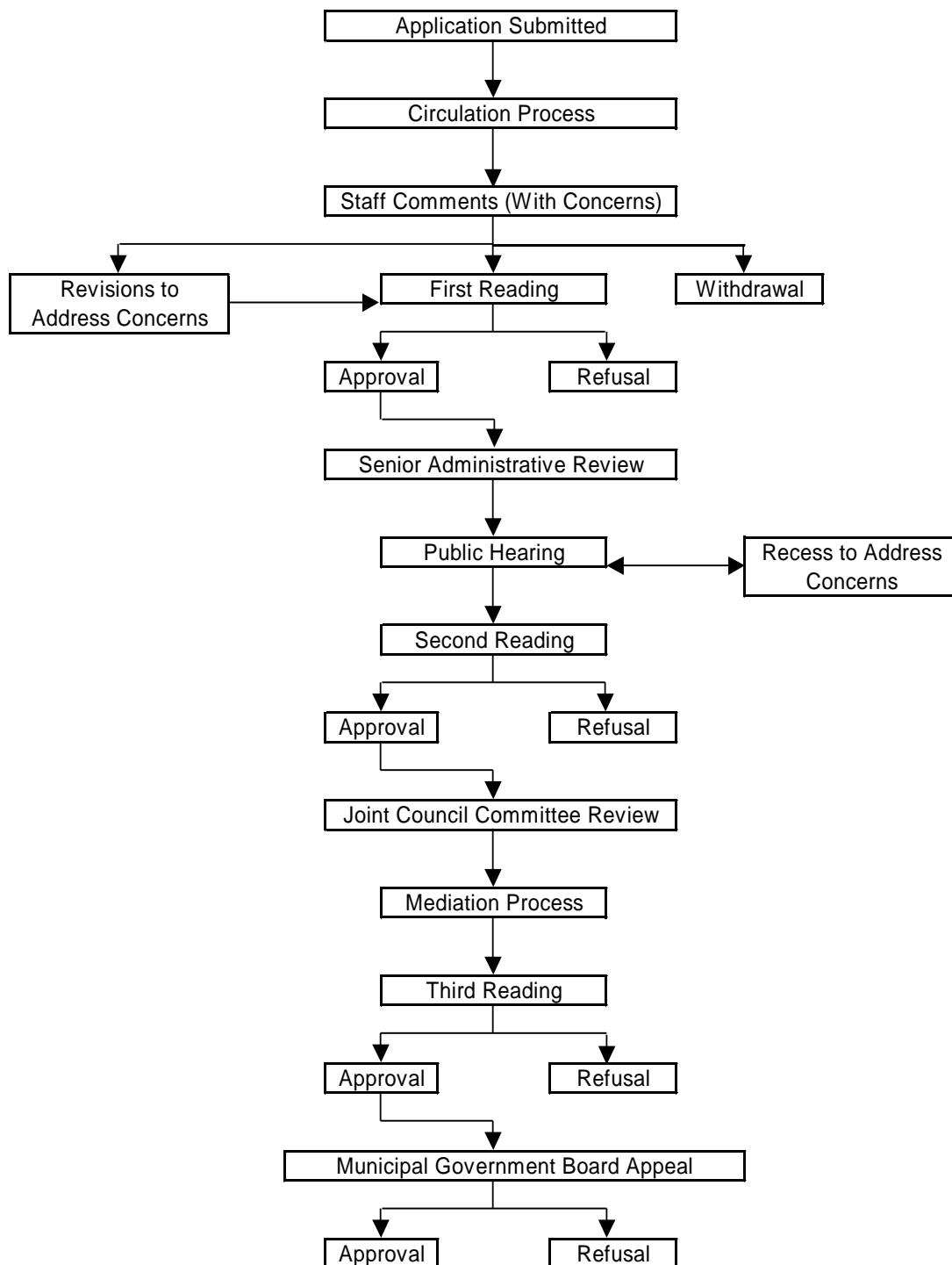
The implementation of a dispute resolution mechanism is a mandatory requirement of an IDP under the Act. In order to address this requirement and to ensure that the principles of fairness and due process are respected, a dispute resolution process consisting of five main components is provided as outlined in Figure 1. Detailed provisions of the dispute resolution mechanism are contained in Appendix 1.

The intent of the process is to maximize opportunities for discussion and review in order to resolve areas of disagreement early in the approval process, while minimizing delays in the approval process as much as possible.

If a plan, bylaw or amendment has been approved that is deemed to be a serious infraction and dispute resolution has been by-passed the matter may be referred to the Municipal Government Board under Section 690 of the Act.



**Figure 1 - Dispute Resolution Process**





## **Policies**

7.4.1 The following will activate the dispute resolution process:

- a) If an agreement has not been reached on any proposed amendment to the IDP; or
- b) If an agreement has not been reached on any proposed statutory plan (or amendment thereto) or a LUB or amendment (thereto) within the Plan area.

7.4.2 A dispute is defined as any statutory plan (in whole or in part) or LUB or amendment thereto, which is given First Reading by a Council, which the other Council deems to be inconsistent with the goals, objectives and policies of this Plan. A disagreement respecting the interpretation of the Plan shall not constitute a dispute as defined under Section 7.4.

7.4.3 The dispute resolution process does not apply to issues respecting subdivision or development permit appeals, or to matters under the jurisdiction of the Municipal Government Board.

7.4.4 The Act does not allow a municipality to appeal a subdivision approval made by an adjacent municipality. As a result, only Steps 1 and 2 of the process will apply, triggered by the referral process outlined in 7.3.

7.4.5 In the event that a Council not follow a mediated decision or should the mediation process fail, the next level of resolution shall be an appeal to the Municipal Government Board. If necessary, final resolution of the issue may be through the courts if based on a question of law or jurisdiction.

## **7.5 Annexation**

The annexation of land normally involves the acquisition of land by an urban municipality from a rural one in order to accommodate future growth. The purpose of this Plan is to provide policies and directions for annexation to ensure that the transition from rural to urban is done as smoothly as possible.

## **Policies**

7.5.1 Through the provisions of this Plan, the municipalities agree to enable development on those lands identified in the Long Term Annexation Area from land use and developments within the provisions of this Plan.

7.5.2 Information related to the growth and development of the City will be shared on an annual basis so that both municipalities are aware of future annexation requirements in the context of the land bank necessary to sustain a thirty (30) year supply of land in the City.



- 7.5.3 All annexation applications will be referred to the other municipality for comment prior to any official action being taken. Such reference should contain proposed phasing, provision of services and rationale for the annexation of land.
- 7.5.4 All annexation applications will be preceded by Joint Council Committee discussions, to review the rationale for the annexation.
- 7.5.5 The long term growth directions identified in this Plan should be reflected in the respective MDP's and other applicable bylaws.

## **7.6 Plan Amendments**

In order for this Plan to function effectively, it must be responsive to community change. As a result, revisions to the Plan may be required from time to time.

### **Policies**

- 7.6.1 Any amendment to this Plan must receive the agreement of both municipalities following a joint Public Hearing held in accordance with the Act. No amendment shall come into force until such time as both municipalities approve the amending Bylaw. Any disagreement respecting a proposed amendment would trigger the dispute resolution mechanism.
- 7.6.2 Either municipality or a landowner in the Plan area may initiate an amendment to this Plan.
- 7.6.3 A private land owner (or member of the general public) must submit an application to amend to this Plan to either the County or the City.
- 7.6.4 In the circumstance where one of the Municipalities does not support the 'unsolicited' application to amend the Plan eligible under Policy 7.6.3, a refusal of support will not be regarded as a matter of dispute.

## **7.7 Plan Review**

In order to ensure that the proposed Plan policies remain current and relevant, it is important that it contain provisions for periodic review.

### **Policies**

- 7.7.1 This Plan should be formally reviewed once every three (3) years in order to confirm or amend any particular policy contained herein. Such review also allows both municipalities to comprehensively update the Plan based on new information or studies.
- 7.7.2 The two Councils agree to meet at least once a year to review issues of mutual concern including annual growth statistics.



## **7.8 Growth Monitoring**

### **Policies**

- 7.8.1 An annual tracking of the land supply within the City and the annexation areas while those lands remain in the County, shall be exchanged and presented to the Joint Council Committee once a year. Upon adoption of the IDP by the municipalities, an inventory of vacant land within the City shall be undertaken. This inventory shall form the basis for establishing a land supply for the City, and the absorption of land within the future annexation area.
- 7.8.2 The annual tracking report will identify the gross area consumed by subdivision registration on an annual basis. This number will be subtracted from the base line data established in Policy 7.8.1. providing the remaining acres of land supply. Every five (5) years, the numbers will be aggregated for the purpose of determining an average annual growth rate.
- 7.8.3 The tracking report will also identify the number of housing units created and the number of permits issued for new residential dwellings and industrial/commercial buildings. Such information will be used to understand the current inventory of lots on the market and assist in determining a likely growth rate.
- 7.8.4 The land supply calculation will also include an analysis of the density of development. It should also include a report on the efforts and success to redevelop land.
- 7.8.5 The monitoring of land supply, density and cumulative absorption of vacant lands in the annexation areas will inform and guide interim reviews of this Plan.

## **7.9 Plan Termination**

In the event that the Plan fails to meet the expectations of one of the two parties, it is necessary that it contain a procedure for rescinding the Plan, but only as a “last resort”. This is an important consideration, as the cancellation of the Plan does not eliminate the need for continued cooperation and communication between the two municipalities. It would not eliminate the need for both parties to continue to meet the requirements of the Act respecting the coordination of planning efforts.

### **Policies**

- 7.9.1 The procedure for repealing the IDP bylaw is provided for in the Act. Prior to repealing the bylaw, the two municipalities shall follow the process:
- a) A municipality will give six (6) months written notice, along with reasons, to the other municipality of the intention to repeal its bylaw adopting the Plan;



- b) Within sixty (60) days of the date of the notice provided under subsection (a), a Joint Council Committee meeting shall be held to review the concerns raised;
- c) Following the Joint Council Committee meeting, the municipality filing the notice may either withdraw its notice by providing a letter in writing to the other municipality, or proceed to give First Reading to a bylaw to repeal the Plan (immediately following the Joint Council meeting at the discretion of the Council of the municipality choosing to opt out);
- d) In the event that a notice of repeal is filed, a process of mediation shall be engaged in an effort to resolve the matter;
- e) If mediation is not successful, the municipalities may proceed to pass bylaws to repeal the Plan following a Public Hearing held in accordance with the Act.

7.9.2 In the event that the Plan is terminated, the two municipalities shall amend their MDP's as necessary to address intermunicipal issues in accordance with the Act. Provisions are required to ensure that the municipalities are protected from any demonstrable detrimental impacts that may result from development in close proximity to municipal boundaries. In the event that the required amendments do not satisfy the neighbouring municipality, the matter may be appealed to the Municipal Government Board.

## **7.10 Joint Council Committee**

The purpose of the Joint Council Committee is to foster cooperation between the two municipalities. It serves as a mechanism for formal communication between the two municipalities at the political level to address issues of common concern.

### **Policies**

7.10.1 The Joint Council Committee shall consist of elected officials from both Councils. The number of representatives on the Committee shall be left to the discretion of each municipality.

7.10.2 Administration of the Joint Council Committee and the coordination of meetings shall be the responsibility of the County.

7.10.3 The Committee may be responsible for the following:

- a) Monitoring the progress of the Plan including but not limited to an annual review of all ASP and LUB amendments, and subdivision and development permits occurring in the Plan area. By reviewing the volume and nature of development activity, the Committee should better understand the pressures for development in the Plan area;
- b) Review proposed amendments to the Plan and to make substantive recommendations to the respective Councils on amendments;
- c) Review of proposed annexations by the City and the formulation of a recommendation to both Councils;



- d) To act as an informal review body for any amendment, subdivision or development permit which may have significant land use implications in the Plan area;
- e) Review proposed amendments to other statutory plans and the LUB's that impact lands within the Plan area and formulate a recommendation to both Councils.

7.10.4 It is intended that this Committee not have any formal decision making powers. Its primary role is to provide an opportunity to meet and discuss issues of mutual interest.

7.10.5 A meeting of the Committee may be convened as required at the request of either municipality.



## **APPENDIX 1 - DISPUTE RESOLUTION PROCESS**

### **1. Departmental Staff Review and Discussion**

Upon circulation of the proposed Plan or application, staff will undertake a technical review of the proposal and provide comments to the approving municipality. Issues of concern, if any, must be identified in writing to the other municipality. Every attempt will be made to discuss the issue with the intent of arriving at a mutually agreeable solution.

### **2. Senior Administrative Review**

If an issue cannot be resolved at the staff level, it is referred to the City Manager and County Chief Administrative Officer (senior administration) for their discussion and review. The applicant municipality will provide the disputing municipality with complete information concerning the disputed matter. The disputing municipality will undertake an evaluation of the matter and provide comments to the administration of the applicant municipality.

The County and the City senior administration will determine whether or not the proposal can be processed without being referred to the Joint Council Committee.

This will likely happen after the applicant municipality gives a bylaw First Reading and before the Public Hearing is completed.

### **3. Joint Council Committee Review**

In the event that agreement cannot be reached between senior staff and the Public Hearing is conducted and the bylaw given Second Reading, prior to Third Reading, the issue shall be referred to the Joint Council Committee for review and decision.

In the event that a matter is referred to the Joint Council Committee, a meeting will be scheduled and the administrations of the County and the City will present their positions on the matter to the Committee.

After considering the matter, the Joint Council Committee may:

- a) Provide suggestions to both administrations on how to resolve the disputed matter;
- b) Agree on a position to be presented to the Councils; or
- c) Conclude that they cannot reach a resolution of the disputed matter.

The Joint Council Committee may use a facilitator to assist the Committee members reach a consensus on the disputed matter.

If a resolution of the dispute cannot be determined, the matter will be referred to the Councils for mediation.



#### **4. Mediation**

Assuming that agreement cannot be reached at the Committee level, a mediation process would be employed as a means of resolving the matter.

Prior to the initiation of the mediation process, the municipalities shall:

- a) Appoint an equal number of municipal councillors to participate in the mediation process;
- b) Engage a mediator agreed to by the municipalities at equal cost to each municipality; and
- c) Approval of a mediation process and schedule.

Note: There may be opportunity for the municipalities to request assistance from the Minister of Municipal Affairs under the provisions of the Act in accordance with the terms of the mediation process.

If agreed to by both Councils, municipal administration may be used as a resource during the mediation process.

All discussions and information related to the mediation process will be held in confidence until the conclusion of the mediation process.

At the conclusion of the mediation process, the mediator will submit a report to both Councils for consideration. The mediator's report and recommendations will not be binding on the municipalities and will be subject to the approval of the Councils.

If the Councils agree to the mediation report, then the applicant municipality will take the appropriate actions to address the disputed matter by not giving Third and Final Reading to the proposed bylaw.

If there is no agreement based on the mediation report and Third and Final Reading is given to the disputed matter, the disputing municipality may begin the appeal process as provided for in the Act.

A mediation process conducted prior to the Final Reading of the bylaw will not affect other appeal or referral mechanisms or the relevant timelines relating thereto allowed by the Act.



**5. Appeal to Municipal Government Board**

In the event that mediation proves unsuccessful, the matter shall be referred to the Municipal Government Board for resolution.

The disputing municipality may lodge an appeal with the appropriate appeal body, including an appeal to the Municipal Government Board in accordance to the provisions of the Act.

In order for this proposed dispute resolution process to work properly, it is important to ensure that the administrative and political components of the process be clearly separated. It will not work effectively if Council members are involved in the process prior to Step 3.



## APPENDIX 2 - REFERRAL PROCESS TIME LINES

### 1. Adoption or Amendment of a Statutory Plan or Land Use Bylaw

Phase of Process	Administrative Days <sup>3</sup>	Cumulative Days
Completed application accepted by applicant municipality	1	1
Application circulated to other municipality for review and comment	5	6
Other municipality provides comments to applicant municipality	35	41

- If there is no dispute registered, the application shall proceed as per the Act. All disputes must be lodged within thirty five days. For the purposes of this Plan, an application will be deemed received by the receiving municipality three days from the date on the circulation letter.
- If First Reading is given to a bylaw and a dispute is identified, the dispute resolution process (Section 7.4) is initiated as follows:

Phase of Process	Administrative Days	Cumulative Days
Senior administration reviews referral (prior to Public Hearing)	21	21
Objections submitted to the Public Hearing for consideration <ul style="list-style-type: none"> <li>▪ Second Reading defeated (end of dispute)</li> <li>▪ Second Reading given to bylaw (dispute continues)</li> </ul>	30	51
Referral to Joint Council Committee	14	65
Recommendation to Councils	14	79
No Agreement (Issue referred for mediation)	30	109
Mediator's report circulated to both municipalities <ul style="list-style-type: none"> <li>▪ Third Reading defeated (end of dispute)</li> <li>▪ Third Reading given (Applicant municipality rejects mediation and proceeds to adopt the bylaw)</li> </ul>	14	125
	14	139
Disputing municipality appeals to the Municipal Government Board	30	169

<sup>3</sup> The time frames for individual phases are intended to serve as guidelines only, unless mandated by legislation, to provide flexibility to the process. The total "cumulative days" are intended to be fixed.



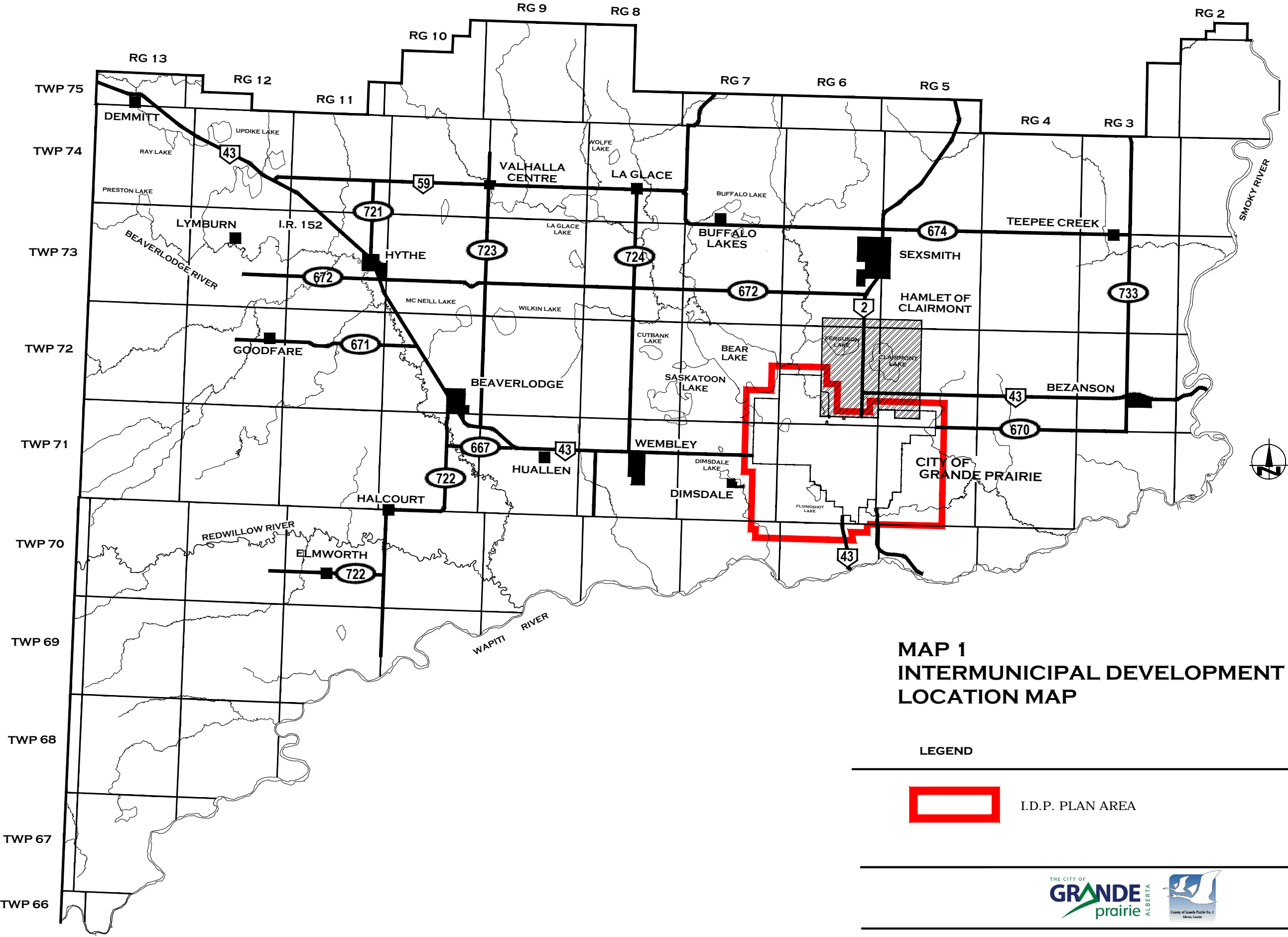
## 2. Amendment to Intermunicipal Development Plan

Phase of Process	Administrative Days	Cumulative Days
Proposed amendment initiated within one of the municipalities	1	1
Proposal circulated to Joint Council Committee for review	14	15
Joint Council Committee recommendation <ul style="list-style-type: none"> <li>Agreement (end of dispute)</li> <li>No agreement (dispute continues)</li> </ul>	21	36
Meeting of Councils to resolve dispute <ul style="list-style-type: none"> <li>Agreement (end of dispute)</li> <li>No agreement (Issue referred for mediation)</li> </ul>	21	57
Mediator's report circulated to both municipalities	21	78
Disputing municipality appeals to the Municipal Government Board	14	92
	30	122

- The objective is to identify the dispute as soon as possible and refer it to the Joint Council Committee in a timely manner.
- The administrations of the two municipalities will jointly prepare a report on the dispute, including possible ways of resolving it. The Joint Council Committee and the municipal councils could use the report.


If there is no dispute, the two municipal councils may hold a joint public hearing to hear submissions from the public on the proposed amendment to the IDP.





MAP 1  
INTERMUNICIPAL DEVELOPMENT PLAN  
LOCATION MAP

LEGEND

 I.D.P. PLAN AREA



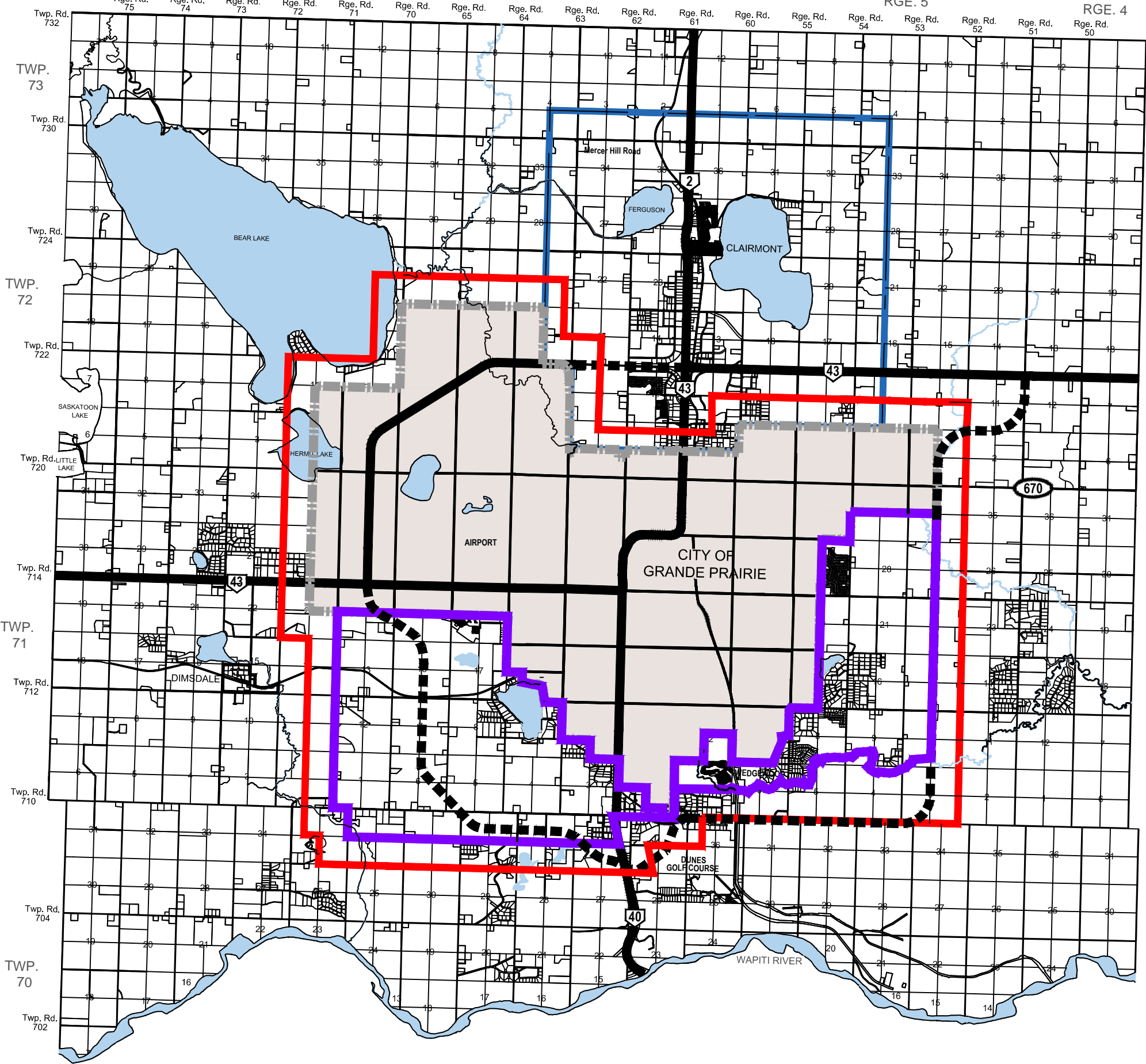


RGE. 7

RGE. 6

RGE. 5

RGE. 4



MAP 2  
INTERMUNICIPAL DEVELOPMENT PLAN  
PLAN AREA

LEGEND

- I.D.P. BOUNDARY - 26,861 ha.
- PROPOSED 50 YEAR ANNEXATION BOUNDARY
- FUTURE HIGHWAY ROUTES - RING ROAD
- HAMLET OF CLAIRMONT BOUNDARY

NOTES:

I.D.P. AREA	26,861 ha.	66,375 Ac.	103.7 sq. miles
50 YEAR BOUNDARY	7,178 ha.	17,737 Ac.	27.7 sq. miles
REFERRAL AREA	18,358 ha.	45,363 Ac.	70.8 sq. miles









THE CITY OF  
**GRANDE**  
prairie  
ALBERTA







### LEGEND

-  EXISTING PROVINCIAL HIGHWAYS  
 PROPOSED MAJOR ROAD NETWORK  
 HIGHWAY 43X  
 PROPOSED BYPASS - PROVINCIAL - RING ROAD  
 I.D.P. BOUNDARY  
 INTERCHANGES - PROPOSED BY ALBERTA TRANSPORTATION



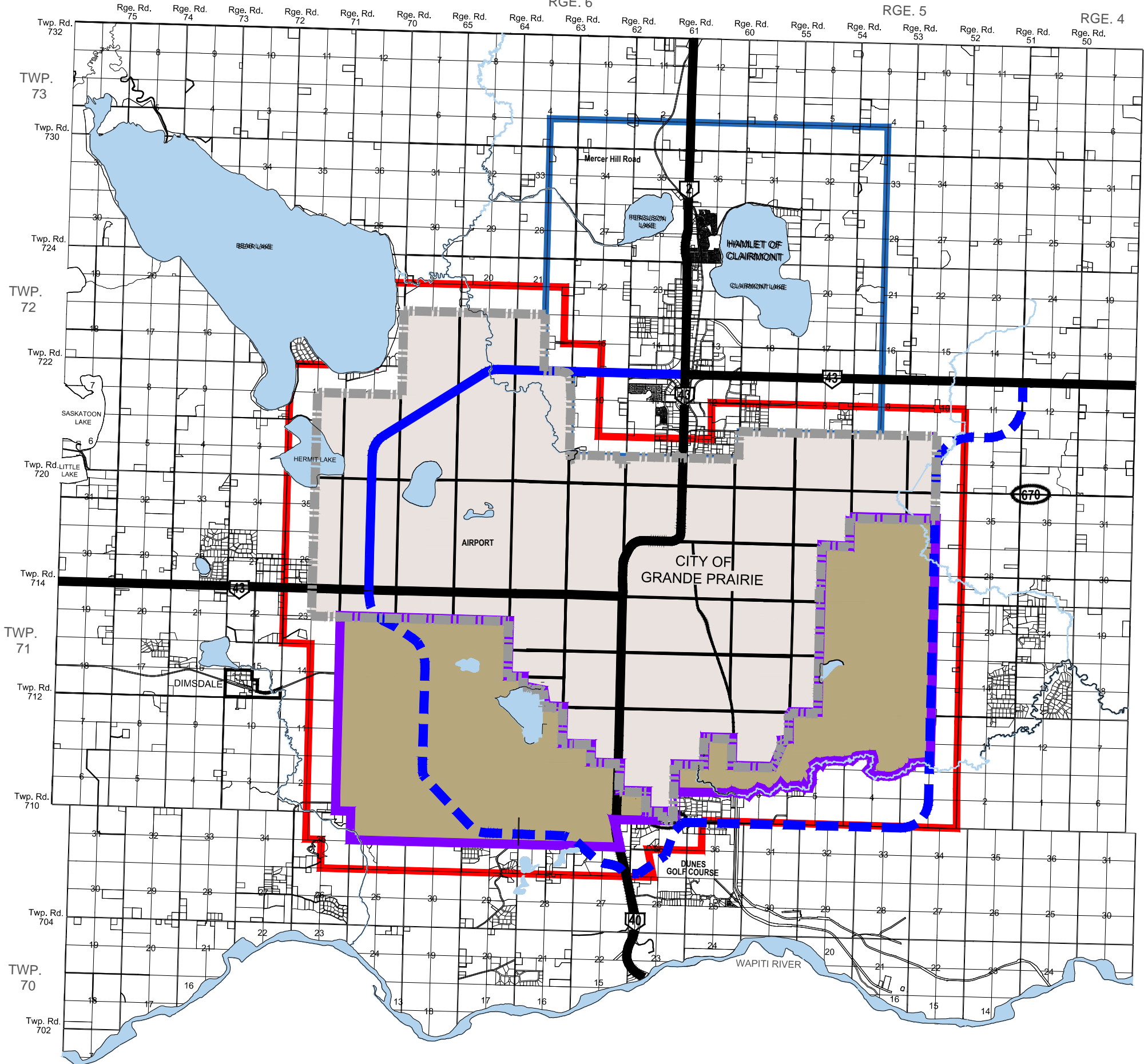


RGE. 7

RGE. 6

RGE. 5

RGE. 4



MAP 4  
INTERMUNICIPAL DEVELOPMENT PLAN  
ANNEXATION AREAS

LEGEND

- LONG TERM ANNEXATION AREAS  
( REQUIRES LANDOWNER SUPPORT ) 7,178.80 ha.
- PROPOSED 50 YEAR ANNEXATION BOUNDARY
- HAMLET OF CLAIRMONT BOUNDARY
- I.D.P. BOUNDARY
- FUTURE HIGHWAY ROUTES - RING ROAD

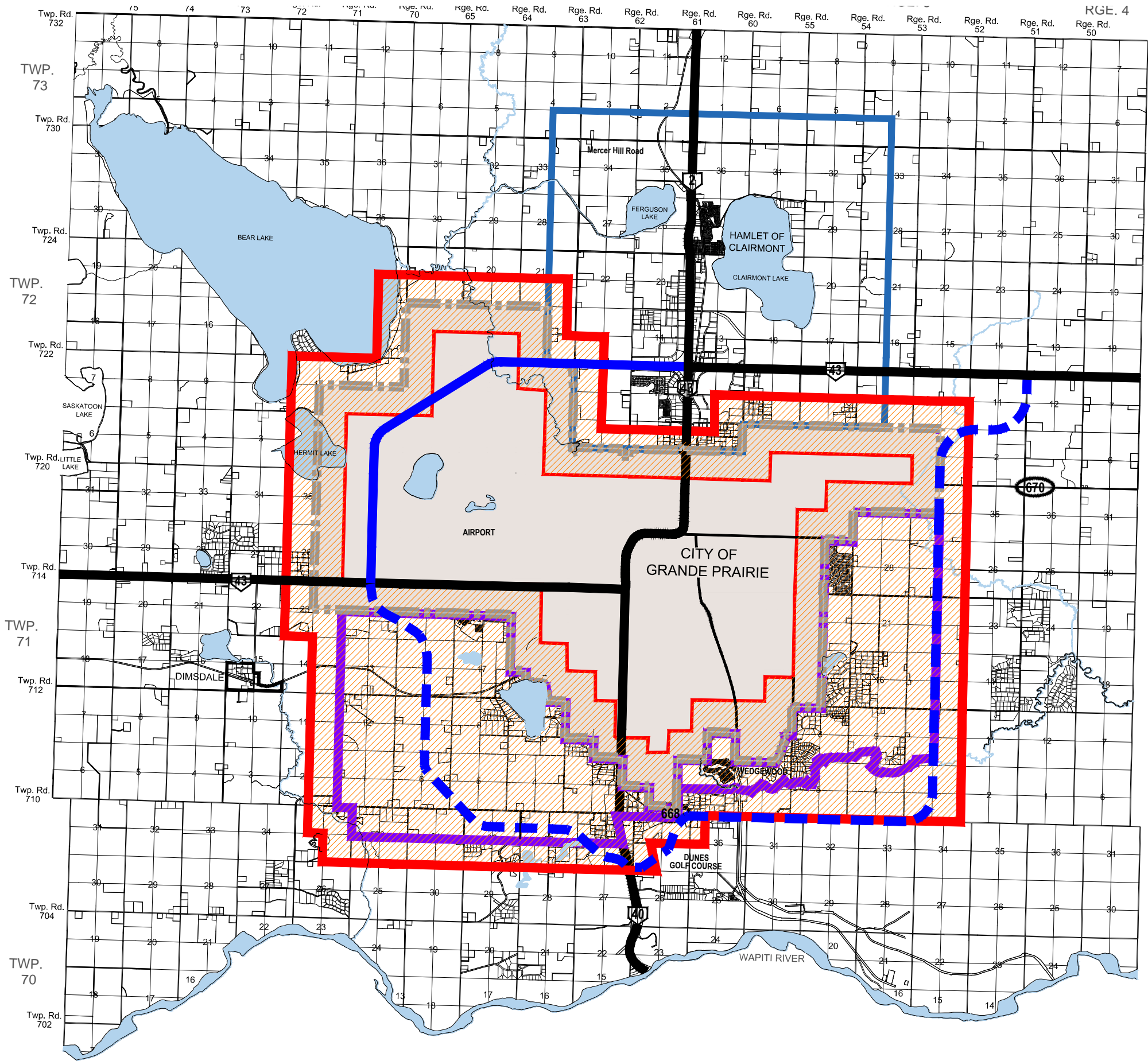
TOTAL ANNEXATION AREA: 7,178.80 ha.



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prairie  
ALBERTA











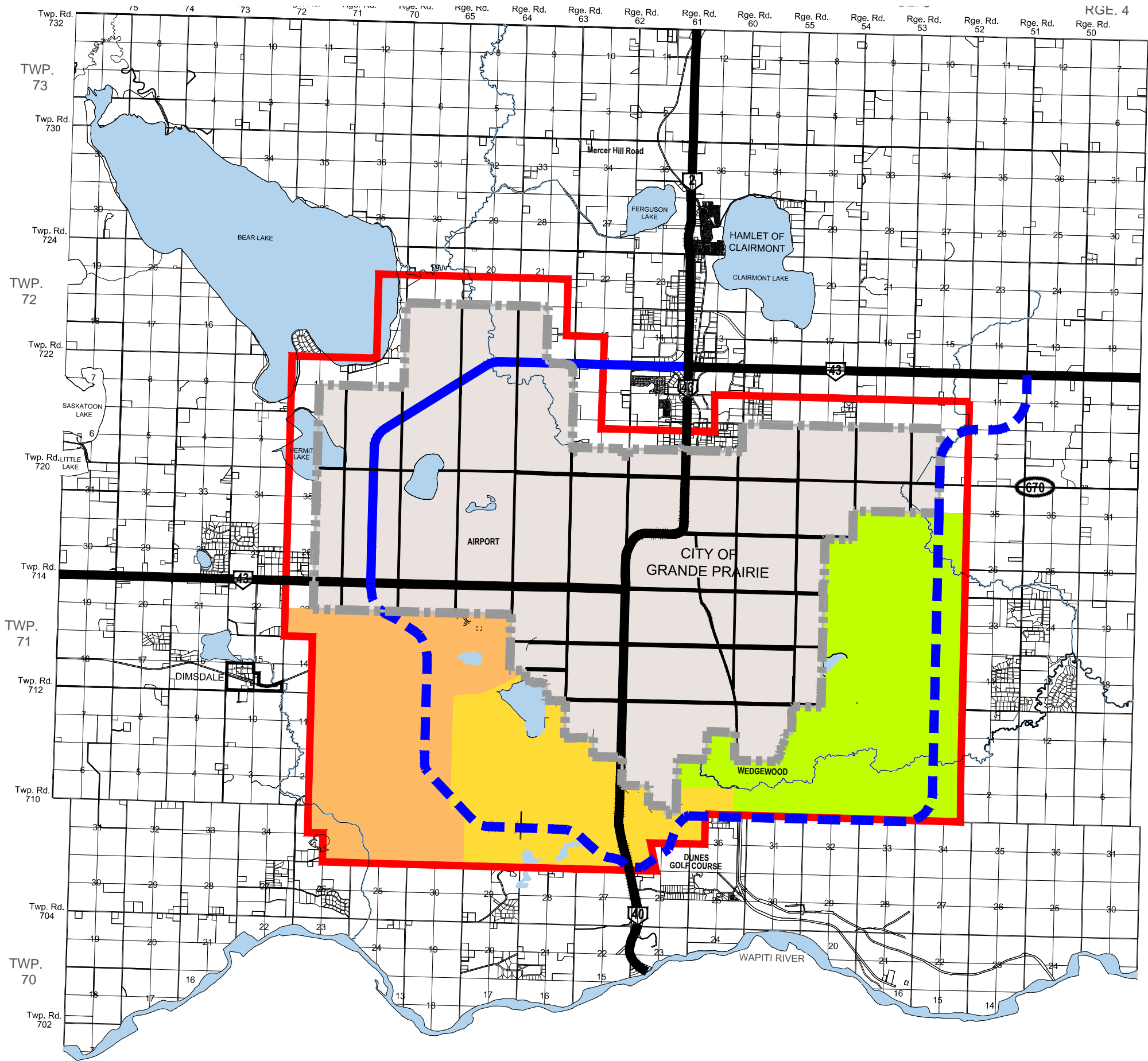
MAP 5  
INTERMUNICIPAL DEVELOPMENT PLAN  
REFERRAL AREA

LEGEND

-  REFERRAL AREA
-  PROPOSED 50 YEAR ANNEXATION BOUNDARY
-  HAMLET OF CLAIMONT BOUNDARY
-  FUTURE HIGHWAY ROUTES - RING ROAD







MAP 6  
INTERMUNICIPAL DEVELOPMENT PLAN  
FUTURE PLAN AREAS

LEGEND

 FUTURE HIGHWAY ROUTES - RING ROAD

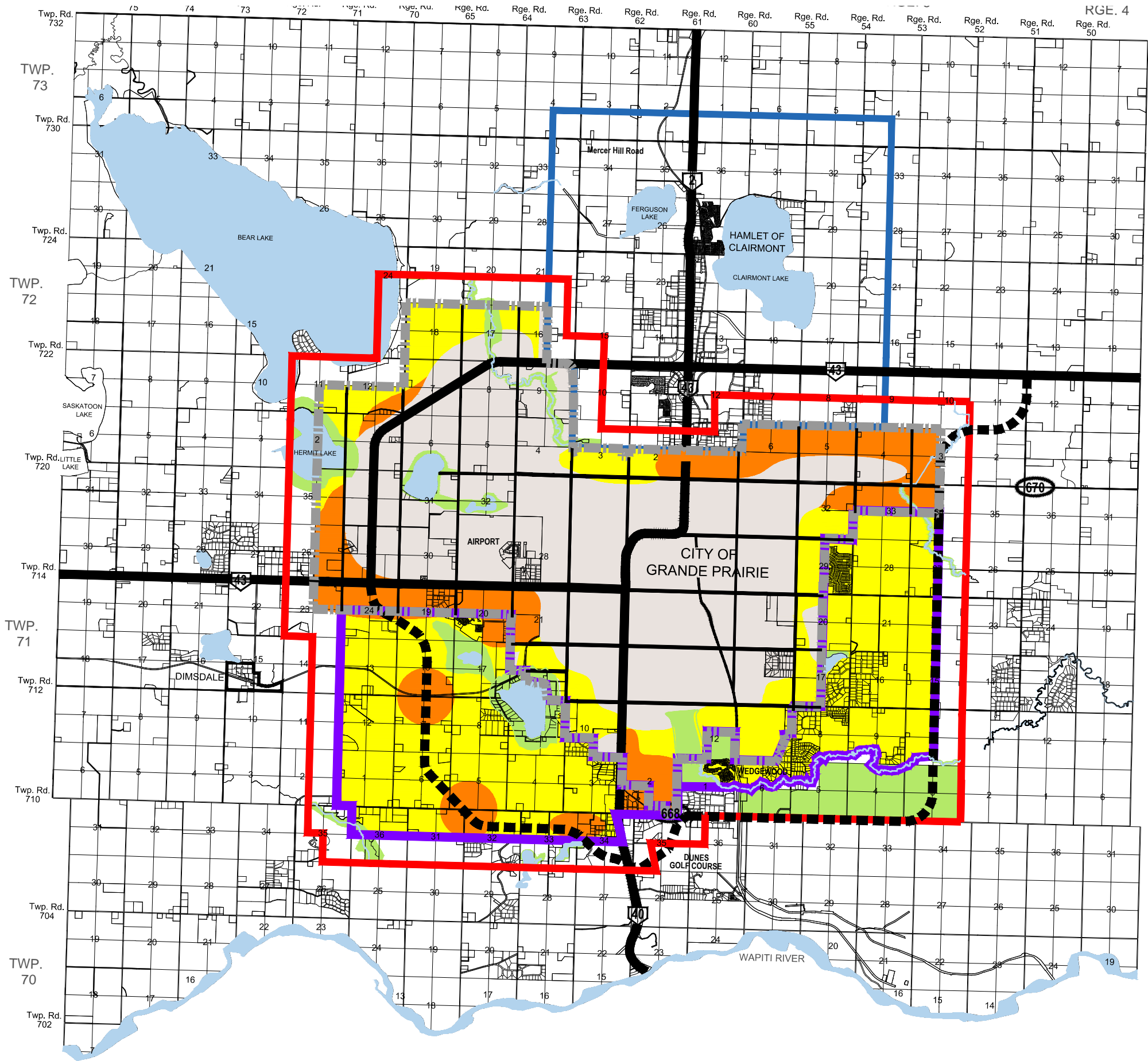
 I.D.P. BOUNDARY



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MAP 7  
INTERMUNICIPAL DEVELOPMENT PLAN  
I.D.P. GENERALIZED FUTURE LAND USES

LEGEND

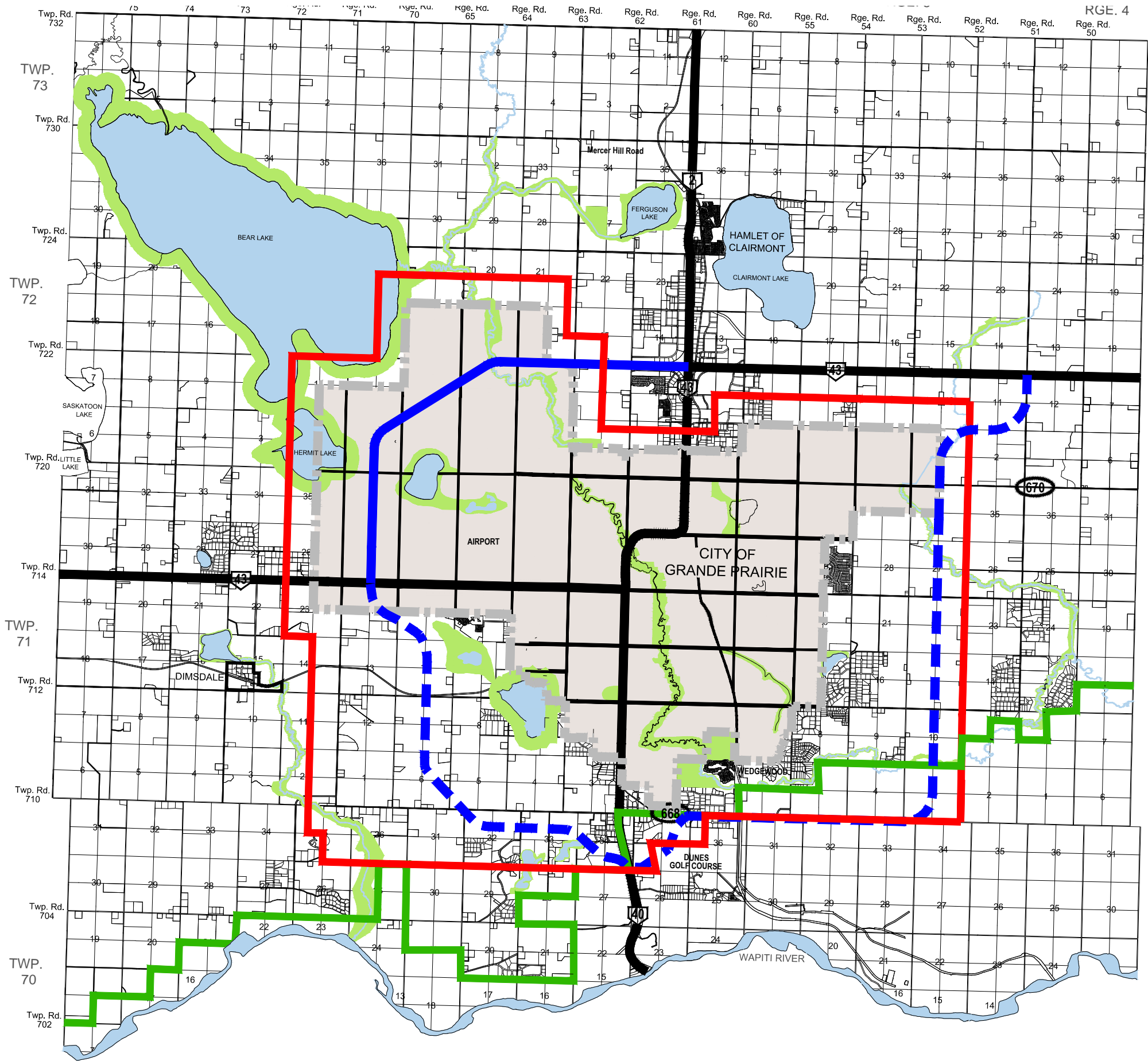
- ENVIRONMENTAL / OPEN SPACE / RECREATION
- WATER / WETLAND
- RESIDENTIAL / PUBLIC USES
- INDUSTRIAL / COMMERCIAL
- PROPOSED 50 YEAR ANNEXATION BOUNDARY
- FUTURE HIGHWAY ROUTES - RING ROAD
- HAMLET OF CLAIRMONT BOUNDARY
- PLAN BOUNDARY



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MAP 8  
INTERMUNICIPAL DEVELOPMENT PLAN  
I.D.P. FUTURE LAND USES

LEGEND

- ENVIRONMENTAL / OPEN SPACE
- WATER / WETLAND
- FUTURE HIGHWAY ROUTES - RING ROAD
- I.D.P. BOUNDARY
- WAPITI CORRIDOR PLANNING AREA



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