



**The Municipal District of
Bonnyville and the
Summer Village of
Bonnyville Beach
Intermunicipal
Development Plan**

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Prepared for:

The Municipal District of Bonnyville
and the Summer Village of
Bonnyville Beach

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ACRONYMS

(Referenced within the document)

AEP - Alberta Environment and Parks

AER - Alberta Energy Regulator

AOPA - Agriculture Operations and Practices Act

ASP - Area Structure Plan

CFO - Confined Feeding Operations

ER - Environmental Reserve

ERE - Environmental Reserve Easement

ESA - Environmentally Significant Areas

ICF - Intermunicipal Collaboration Framework

IDP - Intermunicipal Development Plan

ISC - Intermunicipal Steering Committee

IDPC - Intermunicipal Development Plan Committee

LUB - Land Use Bylaw

LUF - Land Use Framework

MDP - Municipal Development Plan

MGA - Municipal Government Act

MGB - Municipal Government Board

MR - Municipal Reserve

NRCB - Natural Resources Conservation Board

PLA - Public Lands Act.

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INTRODUCTION

1.0 INTRODUCTION

1.1 PURPOSE OF PLAN

This Intermunicipal Development Plan (IDP) is a cooperative planning initiative between the Summer Village of Bonnyville Beach (Summer Village) and the Municipal District of Bonnyville (Municipal District) that will ensure that land use decisions within the IDP plan area are thoughtfully considered and support the long-term interests of both municipalities. The IDP also provides land use and development certainty for land owners within the IDP Boundary (refer to **Map 1 – IDP Boundary**).

This IDP provides high level policy direction that ensures development and growth are undertaken in a sustainable and responsible manner for the lands adjacent to the boundary of the Summers Village within the Municipal District. This plan will provide the Summer Village and the Municipal District with a comprehensive, mutually beneficial land use plan for long term growth and development while reducing the potential for conflict between the two municipalities.

1.2 LEGISLATIVE AUTHORITY

This IDP has been prepared under the legislative authority prescribed in Section 631 of the Municipal Government Act (MGA) (as amended). The MGA requires that municipalities which share a common boundary that are not members of a growth management board must, by each passing a Bylaw, adopt an IDP to include those areas of land lying within the boundaries of the municipalities as they consider necessary. The content of an IDP is detailed as follows:

Section 631(2) of the MGA states that an IDP:

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

INTRODUCTION

1.3 INTERMUNICIPAL COLLABORATION FRAMEWORK COMPLIANCE

The MGA Section 708.28(1) requires that municipalities that have common boundaries must create an Intermunicipal Collaboration Framework (ICF) with each other. Section 708.30(1) states that municipalities that are parties to an ICF must also adopt an IDP. Preparation of this IDP is a mandatory component of ICF compliance but is not the only requirement. Section 708.29 details the content requirements of an ICF.

1.4 ROLE OF THE IDP AND THE HIERARCHY OF PLANNING DOCUMENTS

All municipal planning documents must comply with the requirements and regulations detailed in the MGA. The MGA also stipulates the requirements and authority of the hierarchy of planning documents that guide municipal planning and development in Alberta (refer to **Figure 1 - Hierarchy of Land Use Plans**). These documents provide a framework for land use and development decisions for all municipalities within the province.

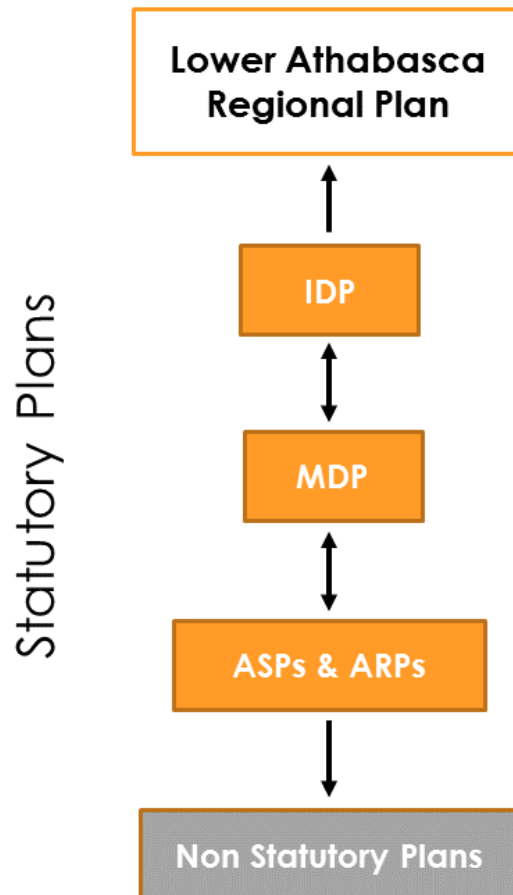
The IDP, being prepared cooperatively and adopted by Bylaw by each of the participating municipalities, is a high level statutory land use planning document. Municipal Development Plans (MDPs) and Area Structure Plans (ASPs), provide more detailed and specific policy guidance for decisions on land use and development within their respective municipality. This IDP provides high level policy direction but defers to the more detailed statutory plans and policies where those exist. The IDP incorporates policies for coordinating development adjacent to the boundaries between the two municipalities.

The IDP, MDP, and ASPs must be consistent with one another, and all must be consistent with the corresponding Regional Plan. The policy direction outlined in these statutory plans informs the regulations and rules regarding appropriate land uses, and subdivision and development criteria detailed in the Land Use Bylaw (LUB) of each municipality.

A fundamental component of this IDP is the establishment of development referral and communication protocol to ensure that land use decisions undertaken by either municipality are consistent with the agreed upon policy direction of this IDP for lands within the identified IDP Boundary.

PLANNING PROCESS

Figure 1 - Hierarchy of Land Use Plans



2.0 PLANNING PROCESS

Members from both the Summer Village of Bonnyville Beach and the Municipal District of Bonnyville administrations collaboratively oversaw the development of the IDP. They reviewed the progress of the IDP's preparation and ensured there was agreement on how development within the IDP Boundary should be managed. This was done to ensure development would not cause conflict with adjacent uses.

PLANNING PROCESS

2.1 PUBLIC INVOLVEMENT

The IDP planning process included consultation and engagement opportunities with the community at large. Public support for the IDP is essential to its long-term success.

Engagement Event #1: Introduce the ICF and Identify Opportunities/Constraints – February 26, 2019

Approximately 46 people attended the public open house which was held February 26, 2019 at the Bonnyville Seniors Centre. The purpose of this open house was to introduce the project and get public feedback on the development constraints and opportunities that were identified, as well as identify any issues or concerns relating to the development of the IDP.

Engagement Event #2: Presenting the Draft Plan – May 23, 2019

Approximately [REDACTED] people attended the public open house which was held May 23, 2019 at the Bonnyville Seniors Centre. The purpose of this open was to provide participants an opportunity to review and comment on the Draft IDP policies.

Statutory Public Hearing: [REDACTED], 2019

As required by the MGA, a Statutory Public Hearing must be held prior to 3rd reading of the IDP bylaw by both municipal councils. The Public Hearing provides stakeholders and the public the opportunity to comment on the IDP prior to the vote by the municipal councils to adopt the IDP bylaw. The Statutory Public Hearing was held on [REDACTED], 2019 (INSERT DATE) at [REDACTED] (INSERT LOCATION).

2.2 BASIS OF THE PLAN

This IDP represents an agreement between the Municipal District and the Summer Village that the planning of the area around the Summer Village within the identified IDP Boundary must be coordinated. The coordination is necessitated by:

- i. Summer Village growth, to ensure compatibility of future uses of adjacent lands in the Municipal District.
- ii. Physical features and constraints, which will affect development within both municipalities, and which require a common approach to ensure continuity or compatibility.
- iii. The need to avoid conflicts between existing and future land uses and to ensure efficiency and logical development of roads and municipal utility systems where they exist.
- iv. The protection of agricultural land from premature fragmentation and incompatible development.

PLANNING PROCESS

2.3 PLAN BOUNDARY

The area influenced by this IDP is shown on **Map 1 - IDP Boundary**.

2.4 IDP PRINCIPLES

The IDP was prepared acknowledging the following principles:

- i. Maintain positive and mutually beneficial relationship between municipalities.
- ii. Reduce potential conflicts and encourage dialogue to understand the needs, desires, and aspirations of both municipalities.
- iii. Support mutually beneficial coordination and delivery of infrastructure and services that provide economic development and growth for the two municipalities.
- iv. Confirm and support logical development within the Summer Village.
- v. Promote and safeguard rural land uses and agriculture by maintaining areas for their continued use.

2.5 IDP OBJECTIVES

The objectives of the IDP are to:

- i. Accommodate urban growth and rural development within the IDP Boundary in a manner which is mutually acceptable, orderly, and efficient.
- ii. Coordinate intermunicipal service provision where appropriate.
- iii. Provide development opportunities that would attract investment and create employment of benefit to both municipalities.
- iv. Protect the natural environment and ensure that its resources are used in a sensitive manner.
- v. Respect required development setbacks from, pipelines and well sites.
- vi. Affirm a mutual consultative approach with respect to implementation and administration of the IDP.

2.6 INTERPRETATION

The IDP policies contain “shall”, “must”, “will”, “should” and “may” statements.

- **“Shall”, “must”, “will”** mean, within the context of policy, the action is mandatory and must be followed.
- **“Should”** means, within the context of policy, a directive term that indicates a preferred outcome or course of action but one that is not mandatory.
- **“May”** policies indicate that the approving authority determines the level of compliance that is required.
- This document is structured so that the policies are numbered and reflect the sections they relate to. Policy must be implemented as directed. Only an amendment to the IDP as outlined in Section 5.5 can change the interpretation of a policy from “shall” to “should” or “may”. The interpretive clauses within explanatory statements have the same intent as those stated in policies.

CONSTRAINTS

- Maps within this IDP are conceptual and should not be used to determine precise locations or boundaries. Additional studies and surveys will be required to do so.

3.0 CONSTRAINTS

When looking at the potential growth areas for IDP area, there are several development constraints that must be considered:

- While highways and roads provide important transportation corridors, they present connectivity and development challenges.
- Oil and gas facilities, pipelines and power and communication rights-of-way must feature in development considerations.
- Natural areas and wetlands can limit development.
- Existing uses may have setbacks that have been grandfathered but would not currently be considered appropriate proximate to an urban area or other uses.
- Uses which emit smoke, odour, noise, or light pollution may be considered incompatible adjacent to an urban area.
- Highly productive agricultural lands must be protected from premature development and fragmentation.

Where there are challenges, there are also opportunities. The following subsections outline the natural and man-made constraints which influence and impact where development can occur. Many of the man-made constraints are identified on **Map 2 – Pipeline and Well Locations** and natural constraints are identified on **Map 3 – Environmental Features and Constraints**.

3.1 WATERBODIES AND WETLANDS

Moose Lake, which is a large, shallow waterbody, is located immediately west of the IDP area. Moose Lake is within the Moose Lake Sub-basin¹, and the Beaver River Watershed², within the Beaver River Basin³.

There is an Integrated Watershed Management Plan for the Beaver River Watershed, which provides long-term management strategies for surface water and groundwater resources⁴. This document is being updated by the Lakeland Industry and Community Association's Watershed Planning and Advisory Councils³. As per the water management plan, a control structure (weir) was built in Moose Lake River downstream of the Moose Lake outlet to stabilize water levels in

¹ Alberta Environment and Parks. 2019. Watershed Planning and Advisory Councils. LICA – Beaver River Watershed. Accessed April 2019 at: https://www.alberta.ca/watershed-planning-and-advisory-councils.aspx?utm_source=redirector.

² Lakeland Industry and Community Association Environmental Stewards. 2017. Watershed. Accessed April 2019 at: <https://lica.ca/watershed/>

³ Alberta Environment and Parks. 2019. Hydrological Unit Code (HUC) 10; Watersheds of Alberta Index Map. Accessed April 2019 at: <https://www.alberta.ca/hydrological-data.aspx>.

⁴ Alberta Environment (In partnership with Lakeland Industry and Community Association and the Cold Lake – Beaver River Basin Advisory Committee). Cold Lake-Beaver River Basin Water Management Plan (2006). Accessed April 2019 at: <https://open.alberta.ca/dataset/b0a85512-e6e5-4ecf-ad23-0363a4ddcd1e/resource/4b59f65e-da7b-4161-9943-b291960023c3/download/2006-coldlake-beaverriver-basinmgmtplan-2006.pdf>.

CONSTRAINTS

Moose Lake. Water withdrawal allocations from Moose Lake are also restricted⁵. The Moose Lake Watershed Management Plan provides recommendations to assist in future land use and management planning decisions within the Moose Lake Watershed⁶.

Moose Lake has a restricted development and construction activity period adjacent to the lake of April 16th to June 30th ⁷.

The Alberta Merged Wetland Inventory mapping identifies bogs, fens and swamps along the northwest boundary of the IDP area (**Map 3 – Environmental Features and Constraints**)⁸. However, portions of the mapped wetlands in the central portion of the IDP are likely not wetlands as this area is a residential development. Wetland assessments will be required to verify wetland presence, boundaries and classification prior to development.

3.2 FISH AND WILDLIFE

The Boreal Forest Natural Region is populated with mammals such as beaver, red squirrel, snowshoe hare, southern red-backed vole, cinereous shrew, least chipmunk, deer mouse, black bear, moose and ermine. Birds that may occur include least flycatcher, house wren, ovenbird, red-eyed and warbling vireos, Tennessee warbler, Baltimore oriole and rose-breasted grosbeak, with pileated woodpecker and northern goshawk frequenting old-growth stands. Fish species that may occur include arctic grayling, northern redbelly dace, Iowa darter, lake whitefish, burbot, walleye, goldeye, lake chub, longnose and white sucker, emerald and spot-tail shiner, slimy sculpin, nine spine stickleback, yellow perch and northern pike.

A Fish and Wildlife Internet Mapping Tool search of 3 kilometres from the center of the IDP area identified presence of burbot, fathead minnow, lake whitefish, northern pike, spottail shiner, tullibee (cisco), walleye, white sucker and yellow perch in Moose Lake.. No species of management concern^{9,10}, provincial wildlife sensitivity areas or Important Bird Areas were identified within the IDP area¹¹.

Moose Lake is a productive fish habitat supporting large stocks of cisco, lake whitefish, walleye, yellow perch and northern pike. Other species of fish include brook stickleback, burbot, Iowa

⁵ University of Alberta Press. 1990. Atlas of Alberta Lakes – Moose Lake. Accessed April 2019 at: <http://albertalakes.ualberta.ca/?page=lake®ion=2&lake=58>

⁶ Aquality Environmental Consulting Ltd. 2017. Moose Lake Watershed Management Plan. Prepared for The Moose Lake Water for Life Committee. Bonnyville, Alberta.

⁷ Alberta Environment and Parks. 2012. Code of Practice: St. Paul Management Area Map. Accessed April 2019 at: <https://open.alberta.ca/publications/2478000>.

⁸ Alberta Environment and Parks. 2015. Alberta Wetland Rapid Evaluation Tool - Estimate of Relative Wetland Value by Section. Accessed April 2019 at: <https://geodiscover.alberta.ca/geoportal/catalog/main/home.page>.

⁹ Alberta Environment and Parks. 2015. Wild Species General Status Listing. Accessed April 2019 at: <http://aep.alberta.ca/fish-wildlife/species-at-risk/wild-species-status-search.aspx>.

¹⁰ Government of Canada. 2011. A to Z Species Index. Accessed April 2019 at: https://wildlife-species.canada.ca/species-risk-registry/sar/index/default_e.cfm.

¹¹ Important Bird Areas Canada. 2010. Explore IBAs – Map Viewer. Accessed April 2019 at: <https://www.ibacanada.com/mapviewer.jsp?lang=EN>

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darther, spottail shiner and white sucker. Northern pike and yellow perch spawn in Thinlake River and Mooselake River and in small reed beds on the south and east sides of Moose Lake. Moose Lake is managed for commercial, domestic and recreational fisheries⁵.

3.3 ENVIRONMENTALLY SIGNIFICANT AREAS

Environmentally Significant Areas (ESAs) may contain rare or unique elements requiring special management consideration due to their conservation needs. Provincially designated ESA scores have been assigned to each quarter section in Alberta based on 4 criteria: areas with focal species, species groups or their habitats; areas with rare, unique or focal habitat; areas with ecological integrity; and areas that contribute to water quality and quantity. There are no provincially designated ESAs within the IDP area¹².

3.4 HISTORICAL RESOURCES

Historical resources are defined and protected under the Historical Resources Act. The Listing of Historic Resources identified no quarter sections within the IDP area to intersect with areas assigned a Historic Resource Value¹³. The listing is updated twice per year and any future development plans should be submitted to ACT for approval prior to construction.

3.5 PIPELINES WELL SITES AND FACILITIES

There are low pressure natural gas pipelines within the IDP area and an AltaGas Utilities Inc. pipeline (license no. 22721-40) within SE-32-060-6 W4M. Setbacks associated with pipelines within the IDP will need to be confirmed with the pipeline owners prior to any development taking place. One spill and complaint incidents have been reported within the IDP area filed as miscellaneous¹⁴.

Historical environmental releases identified within the IDP may represent potential environmental concern. Further investigation may be required prior to development and may include the completion of environmental assessments and possibly remediation ¹⁵ (**Map 2 – Pipeline and Well Locations**).

4.0 POLICIES

The IDP provides for high-level policy direction and sound land use planning. The IDP will ensure that required buffers from sensitive areas, oil and gas facilities are maintained. The IDP provides a mechanism for the Municipal District and the Summer Village to work collaboratively

¹² Fiera Biological Consulting Ltd. 2014. Environmentally Significant Areas in Alberta: 2014 Update. Accessed April 2019 at: <https://www.albertaparks.ca/media/5425575/2014-esa-final-report-april-2014.pdf>.

¹³ Alberta Culture and Tourism. 2016. Listing of Historic Resources. Accessed April 2019 at: <https://www.alberta.ca/historic-resource-impact-assessment.aspx/>.

¹⁴ AbaData2. 2017. AbaData Online Map Viewer. Accessed April 2019 at: <http://abadata.ca/abadata2#>

¹⁵ AbaData2. 2017. AbaData Online Map Viewer. Accessed April 2019 at: <http://abadata.ca/abadata2#>

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and cooperatively on areas of mutual interest, important to both municipalities within the IDP Boundary.

4.1 GENERAL POLICIES

- 4.1.1 Future development shall be planned in accordance with the land uses illustrated on **Map 4 – Land Use Concept**.
- 4.1.2 Where development proposals fall within the boundary of a Municipal District ASP identified on Map 4 – Land Use Concept, the policies and proposed uses of the ASP take precedence.
- 4.1.3 Where not explicitly indicated in the IDP, the policies and requirements detailed in the respective MDPs shall take precedence.
- 4.1.4 Both municipalities shall provide a variety of development and economic opportunities within their jurisdictions which maintain the character of their respective communities.
- 4.1.5 The Municipal District of Bonnyville and the Summer Village of Bonnyville Beach must ensure that all natural resource extraction activities comply with the regulations respecting sour gas, and legislated setbacks from oil and gas facilities and pipelines.
- 4.1.6 The Municipal District of Bonnyville and the Summer Village of Bonnyville Beach must ensure developments will comply with the requirements of the Alberta Environment Wetland Policies and the Public Lands Act (PLA).
- 4.1.7 Future development shall be referred to the Alberta Energy Regulator (AER) to mitigate any potential adverse impacts of the oil and gas industry on public safety.
- 4.1.8 Essential public uses and private utility services shall be allowed throughout the IDP Boundary to provide the desired level of service to the IDP area. The preparation of an ASP or concept plan is not required for essential public uses and private utility services.

4.2 EXISTING USES

The adoption of the Municipal District of Bonnyville – Summer Village of Bonnyville Beach IDP does not change the current Land Use Bylaw designation (zoning) of the lands within the IDP Boundary.

- 4.2.1 Plan area landowners within the Municipal District of Bonnyville shall continue to use their lands as currently designated and approved by the Municipal District of Bonnyville Land Use Bylaw.
- 4.2.2 Plan area landowners within the Summer Village of Bonnyville Beach shall continue to use their lands as currently designated and approved by the Summer Village of Bonnyville Beach Land Use Bylaw.

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4.3 LAND USE POLICIES

Map 4 – Land Use Concept, will act as a guide for determining future land use patterns within the IDP Boundary. An important consideration is to ensure that any future development within the IDP Boundary does not constrain or conflict with the future growth needs of the Summer Village and that agricultural uses and activities are safeguarded from premature development. Conversion of agricultural land to non-agricultural uses must be considered carefully to assess the benefit of the proposed use in relation to the loss of agricultural land.

- 4.3.1 Development and subdivision on Municipal District lands located within the IDP Boundary shall only be considered if consistent with the land use districts identified on Map 4 – Land Use Concept and the associated regulations with the Municipal District of Bonnyville Land Use Bylaw.
- 4.3.2 Notwithstanding Section 4.3.1, country residential development may be considered within the IDP Boundary subject to consultation and collaboration with the Summer Village and must be consistent with all applicable Municipal District statutory plans, regulations and requirements.
- 4.3.3 All discretionary use applications within the IDP Boundary must be referred to the Summer Village of Bonnyville Beach and all discretionary use applications within the Summer Village must be referred to the Municipal District of Bonnyville for comment.
- 4.3.4 Premature development of existing agricultural land within either municipality should be avoided and such land should continue to be used for agricultural purposes until such time as it can be demonstrated that the land is needed for other purposes.
- 4.3.5 In making decisions on development issues within the IDP Boundary, both municipalities shall:
 - a) respect the right of agricultural operators to pursue normal activities associated with extensive agriculture without interference or restriction based on their impact on adjacent uses.
 - b) consider the long-term impact that development may have on future urban annexation and development.
- 4.3.6 No new applications for Confined Feeding Operations (CFOs) within 1.6 kilometres (1 mile), or a distance mandated by the Province, of the boundary of the Summer Village of Bonnyville Beach will be supported by the Municipal District to the Natural Resources Conservation Board (NRCB) under the *Agricultural Operation Practices Act* (AOPA).

4.4 ENVIRONMENT

The lands within the IDP Boundary contain many important environmental features, wetlands and drainage courses in addition to essential wildlife, bird and fish habitat. As the region grows, preserving environmental qualities, and enhancing opportunities for outdoor recreation and

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nature appreciation should be considered important for maintaining and enhancing a high quality of life for area residents.

- 4.4.1 Both the Municipal District and the Summer Village will jointly collaborate to support development of recreation facilities, trails and sites of mutual benefit to both municipalities within the IDP Boundary.
- 4.4.2 Where development is proposed near natural features, the approving municipality, at their sole discretion, shall require an environmental assessment to be conducted by a qualified professional to determine how the features can be preserved and incorporated as part of the development, ensuring that any development impacts are mitigated.
- 4.4.3 No incompatible development shall be permitted on unstable slopes or within areas that may be prone to flooding, and adjacent to wetlands and other water bodies. Development setbacks will be in accordance with Environmental and Municipal Reserve requirements of the governing municipality.
- 4.4.4 The approving authority of the governing municipality may require the development proponent to supply recommendations, prepared by a qualified professional, regarding establishment of appropriate development setbacks and/or other required mitigation measures.
- 4.4.5 As a condition of subdivision approval, Environmental Reserve, or an Environmental Reserve Easement, from the high water mark of waterbodies and/or the top of bank of watercourses to the lot line shall be in accordance with the requirements of the governing municipality.
- 4.4.6 Notwithstanding Policy 4.4.5, the Subdivision Authority may require a greater setback based on the recommendations of a geotechnical study undertaken by a qualified professional.

4.5 ECONOMIC DEVELOPMENT AND TOURISM

Both the Municipal District and the Summer Village recognize the importance of working together to attract more residents and to diversify the economy in order to increase employment and business opportunities in the region. Coordinated efforts by both municipalities should continue to be undertaken to promote and highlight the region's agricultural, tourism and recreational strengths, historical and cultural assets and local business successes.

- 4.5.1 Collaboration between the two municipalities should be supported and encouraged through joint marketing and business development/attraction initiatives.
- 4.5.2 The two municipalities will collaborate to explore areas of mutual interest where joint economic agreements may be considered if such development is determined to be of mutual benefit to both municipalities.

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4.6 UTILITY SERVICING

It is acknowledged by both the Summer Village and the Municipal District that development and upgrading of major servicing infrastructure in one municipality may have implications on services in the other.

- 4.6.1 Notice of major servicing infrastructure proposed by one municipality shall be provided to the other municipality, to allow for collaboration and coordinated planning.
- 4.6.2 Lands required for future utility rights-of way which have been identified through the mutual agreement of the Summer Village and the Municipal District or in subsequent studies shall be protected as subdivision and development occurs.
- 4.6.3 Best practices for storm water management shall be employed for all development in the IDP Boundary. Storm water run off release rates from developments shall be managed in accordance with Alberta Environment and Parks requirements.
- 4.6.4 The Municipal District and the Summer Village, whichever has jurisdiction, shall protect drainage courses, man-made and natural, critical to the overall management of stormwater within the IDP Boundary.

4.7 ROADS AND TRANSPORTATION

Both the Municipal District and the Summer Village acknowledge that development in one municipality may have implications on road infrastructure and requirements for road upgrading in the other municipality.

- 4.7.1 Notice of any major transportation infrastructure proposed by one municipality shall be provided to the other municipality to allow for collaboration and coordinated planning where both municipalities may be impacted.
- 4.7.2 Where it is determined that development in one municipality has an undue impact on the transportation network in the other municipality, the municipalities should work together to develop cost-sharing agreements to provide for shared upgrades to the transportation network.
- 4.7.3 As subdivision occurs, road right-of-way shall be protected and shall be as set out in the applicable Summer Village or Municipal District design standards.
- 4.7.4 All development proposals adjacent to provincial highways must conform to Alberta Transportation policies and access management guidelines. Traffic Impact Assessments may be required as part of more detailed planning.

5.0 IMPLEMENTATION/ADMINISTRATION

5.1 APPROVING AUTHORITIES

- 5.1.1 In the hierarchy of statutory documents, the IDP shall take precedence over other municipal statutory plans, non-statutory plans and documents within the boundary of the IDP area except where the IDP defers to the more detailed, adopted plan.
- 5.1.2 The Summer Village shall be responsible for the administration and decisions on all statutory plans, non-statutory plans, land use bylaw redesignation and amendments thereto, and subdivision and development applications falling within the boundaries of the Summer Village.
- 5.1.3 The Municipal District shall be responsible for the administration and decisions on all statutory plans, non-statutory plans, land use bylaw redesignation and amendments thereto, and subdivision and development applications falling within the boundaries of the Municipal District.

5.2 INTERMUNICIPAL DEVELOPMENT PLAN COMMITTEE (IDPC)

The Intermunicipal Development Plan Committee (IDPC) shall be established for the purposes of the implementation and on-going review and monitoring of this IDP and to consider disputes raised under Section 5.4.

- 5.2.1 The IDPC shall:
 - a) Be comprised of an equal number of members from each municipal Council, up to a maximum of 3 from each municipality.
 - i. Convene a meeting when required to discuss/review applications which are subject to objections raised during the staff review process outlined in Section 5.4.
 - ii. Convene a meeting to discuss a relevant IDP issue at the request of either municipality.

5.3 REFERRALS

Map 5 - Referral Area, identifies the IDP referral area, reflecting where development in one municipality may impact the other municipality. Unless specific IDP policies are in place as identified in this document, development in the referral area shall be guided by the respective municipality's adopted statutory plans (MDPs, and ASPs) and their Land Use Bylaw.

Each municipality is required to notify and refer applications to the other regarding matters that are described below. The Notification Area includes all lands located within the Summer Village and all Municipal District lands within the IDP Boundary.

IMPLEMENTATION/ADMINISTRATION

5.3.1 Within the IDP referral Boundary identified on **Map 5 – Referral Area**, the two municipalities shall refer the following:

- a) Municipal Development Plans, Area Structure Plans, and amendments thereto
- b) Non-statutory Plans, and amendments thereto
- c) Applications for land use redesignation and subdivision
- d) Development Permit applications for:
 - i. Discretionary uses listed under the relevant Municipal District of Bonnyville Land Use Bylaw district
 - ii. Discretionary uses listed under the relevant Summer Village of Bonnyville Beach Land Use Bylaw district
 - iii. Natural resource extraction
 - iv. Confined Feeding Operations
 - v. Landfills

5.3.2 Subject to written intermunicipal agreement, items may be added to or deleted from the referral list without the need for an amendment to this IDP.

5.3.3 For any referral made above, if no response to the referral is received within 21 consecutive days, it will be assumed that there are no objections to the proposal.

5.4 DISPUTE RESOLUTION MECHANISM

The Municipal District and the Summer Village agree that it is important to avoid any dispute by ensuring that the principles, objectives, and policies of the IDP are followed and, if there are any disagreements as to the interpretation and application of the policies of this IDP, the municipalities shall seek the timely resolution of the disagreement in a manner which is respectful of each municipality's interests and concerns.

In the event that the dispute resolution process is initiated, the governing municipality shall not grant approval to the application or amendment in any way until the disagreement has been resolved or the MGB process has concluded.

The implementation of an intermunicipal dispute resolution mechanism is a requirement of all IDPs pursuant to the MGA. To satisfy this requirement and to ensure that the principles of fairness and due process are respected, a dispute or disagreement resolution process consisting of five stages has been established.

5.4.1 If there is a disagreement regarding matters outlined in the IDP they shall be addressed and resolved at any of the stages of the dispute resolution process outlined as follows:

STAGE 1 – Municipal Administrative Communication

- a) Upon written notice of dispute received, Administration from the two municipalities shall meet and attempt to resolve the issue/concern. If no resolution can be agreed upon within 30 calendar days, the issue shall be advanced to the Chief Administrative Officers.

IMPLEMENTATION/ADMINISTRATION

STAGE 2 – Chief Administrative Officer (CAO) Review

- b) The CAOs from each municipality shall consider the issues and attempt to resolve the disagreement.
- c) Should the CAOs be unable to resolve the disagreement within 30 calendar days, the matter shall be forwarded to the IDPC.

STAGE 3 – Intermunicipal Development Plan Committee (IDPC) Review

- d) If the disagreement is moved forward to the IDPC a meeting of the IDPC, consisting of an equal number of members from each municipal Council to a maximum of three from each, shall be set within 21 days from the time of referral from the CAO review.
- e) After careful consideration of the facts and points of view, the IDPC may:
 - i. request additional information to assist in its deliberations;
 - ii. if possible, agree on a consensus position of the IDPC in support of or in opposition to the proposal, to be presented to both municipal Councils; or
 - iii. conclude that no consensus can be reached at the ICPC level.
- f) The IDPC has 30 calendar days to reach a resolution, with the option to extend that time period by consensus agreement of the IDPC.
- g) If agreed to, a facilitator may be employed to help the IDPC work toward a consensus position. If consensus cannot be reached a mediation process shall be employed as a means of resolving the matter.

STAGE 4 – Mediation Process

- h) Prior to the initiation of the mediation process, the municipalities shall:
 - i. appoint an equal number of representatives to participate in the mediation process;
 - ii. engage a mediator agreed to by the municipalities at equal cost to each municipality; and
 - iii. approve a mediation process and schedule.

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

If both Councils agree to the mediation report recommendation, then the applicant municipality would take the appropriate actions to address the disputed matter.

STAGE 5 – Appeal to the Municipal Government Board (MGB)

- i) In the event that mediation proves unsuccessful, the affected municipality may appeal the matter to the MGB for resolution in accordance with the MGA. An appeal to the MGB is limited to those issues identified within the MGA.

IMPLEMENTATION/ADMINISTRATION

5.5 AMENDING THE IDP

- 5.5.1 Any proposed amendments to the IDP will be reviewed by the IDPC which will prepare a recommendation for presentation and approval by both municipal councils.
- 5.5.2 Any amendment to this IDP must receive support from both municipalities following the statutory public hearing(s) held per the requirements of the MGA. No amendment shall come into force until after both municipalities have given their IDP amendment bylaws third reading. Any disagreement by either municipality regarding the amendment would trigger the dispute resolution process outlined in Section 5.4.
- 5.5.3 Amendments can be initiated by either municipality or by applicants and landowners within the IDP Boundary. If applicant or landowner initiated, the amendment request shall be made to the municipality in which the subject land is located.

5.6 IDP REVIEW

- 5.6.1 Regular review of the IDP should occur every 4 years to ensure that the principles and policies remain current.
- 5.6.2 It is recommended that the corresponding ICF be reviewed at the same time during the same 4 year interval.

5.7 ANNEXATION PROCESS

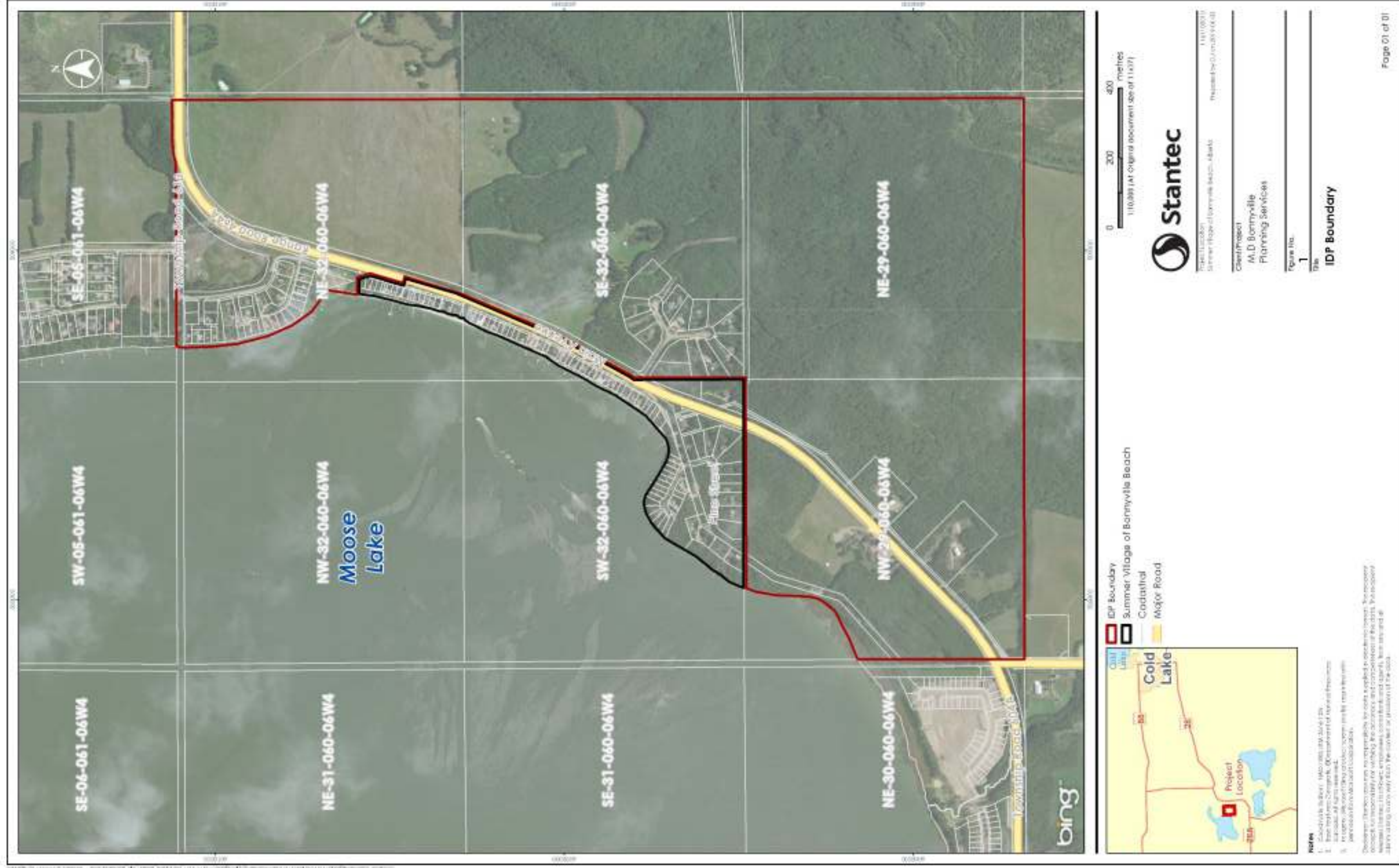
At the time of this IDP preparation the Summer Village and the Municipal District do not anticipate future annexations. However, should circumstances change during the life of this IDP the Village may propose an annexation based on demonstrated need in consultation and in collaboration with the Municipal District of Bonnyville. The annexation request must comply with the requirements of the MGA and the process outlined by MGB

6.0 MAPS

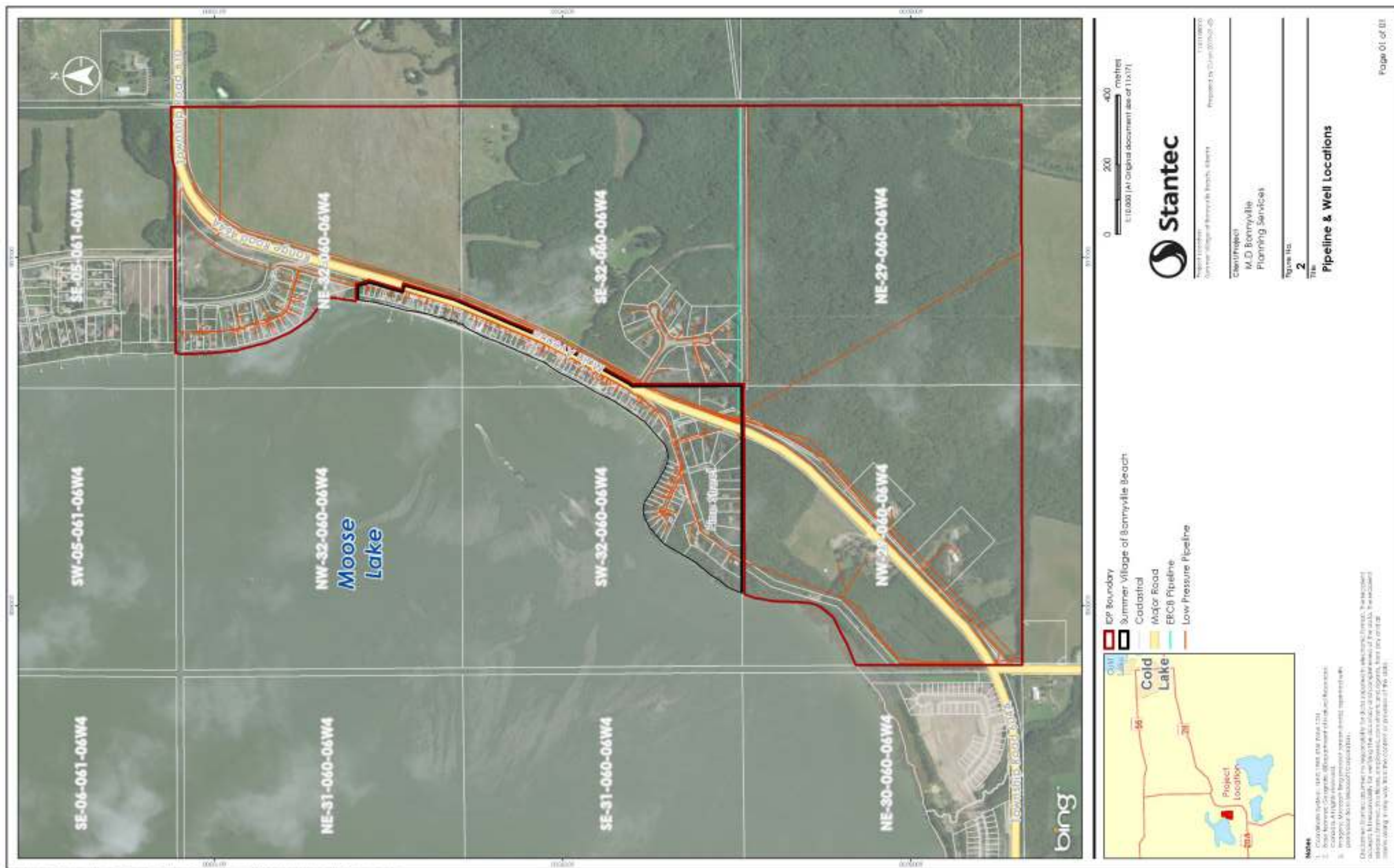
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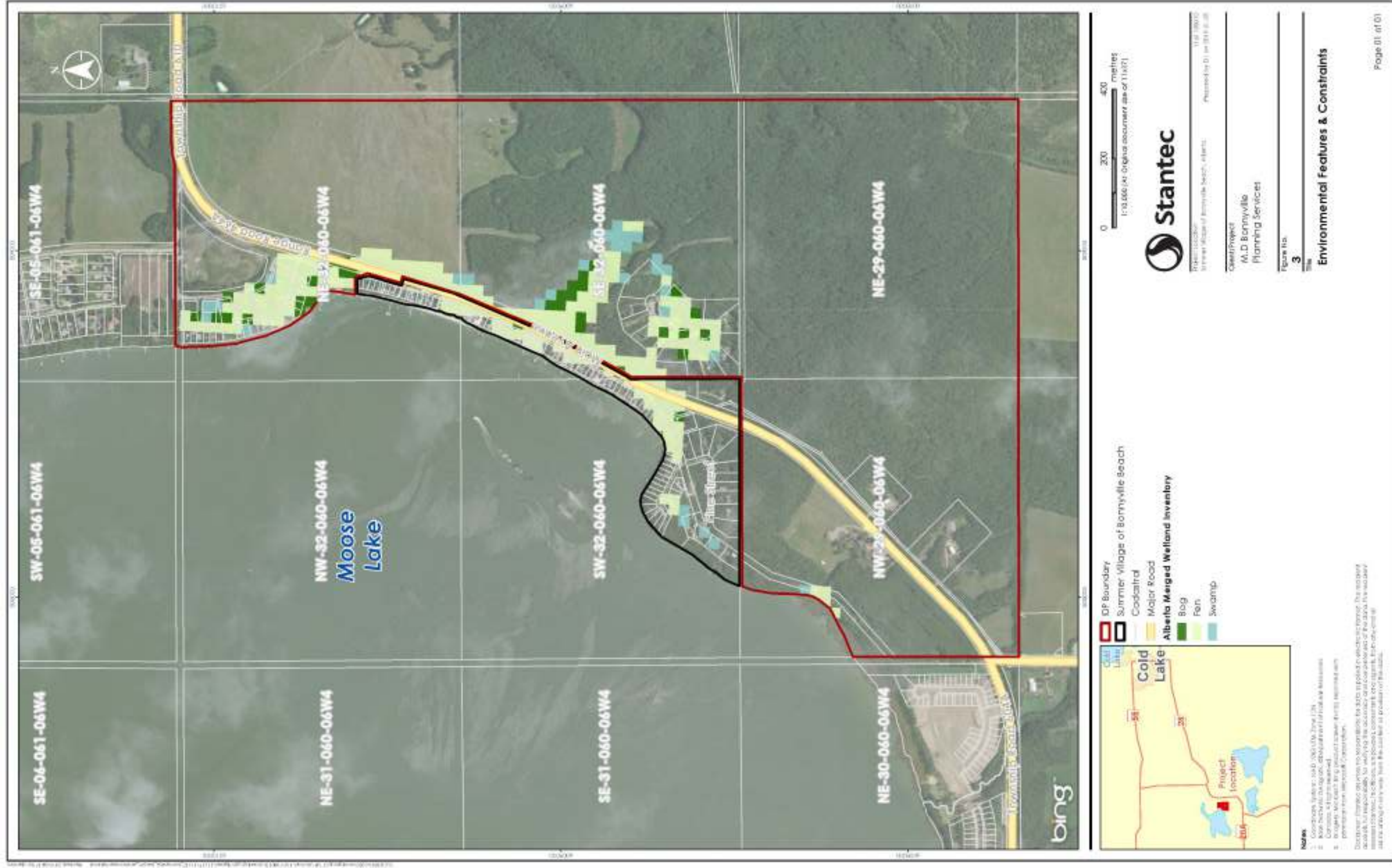
MAP 1 - IDP BOUNDARY



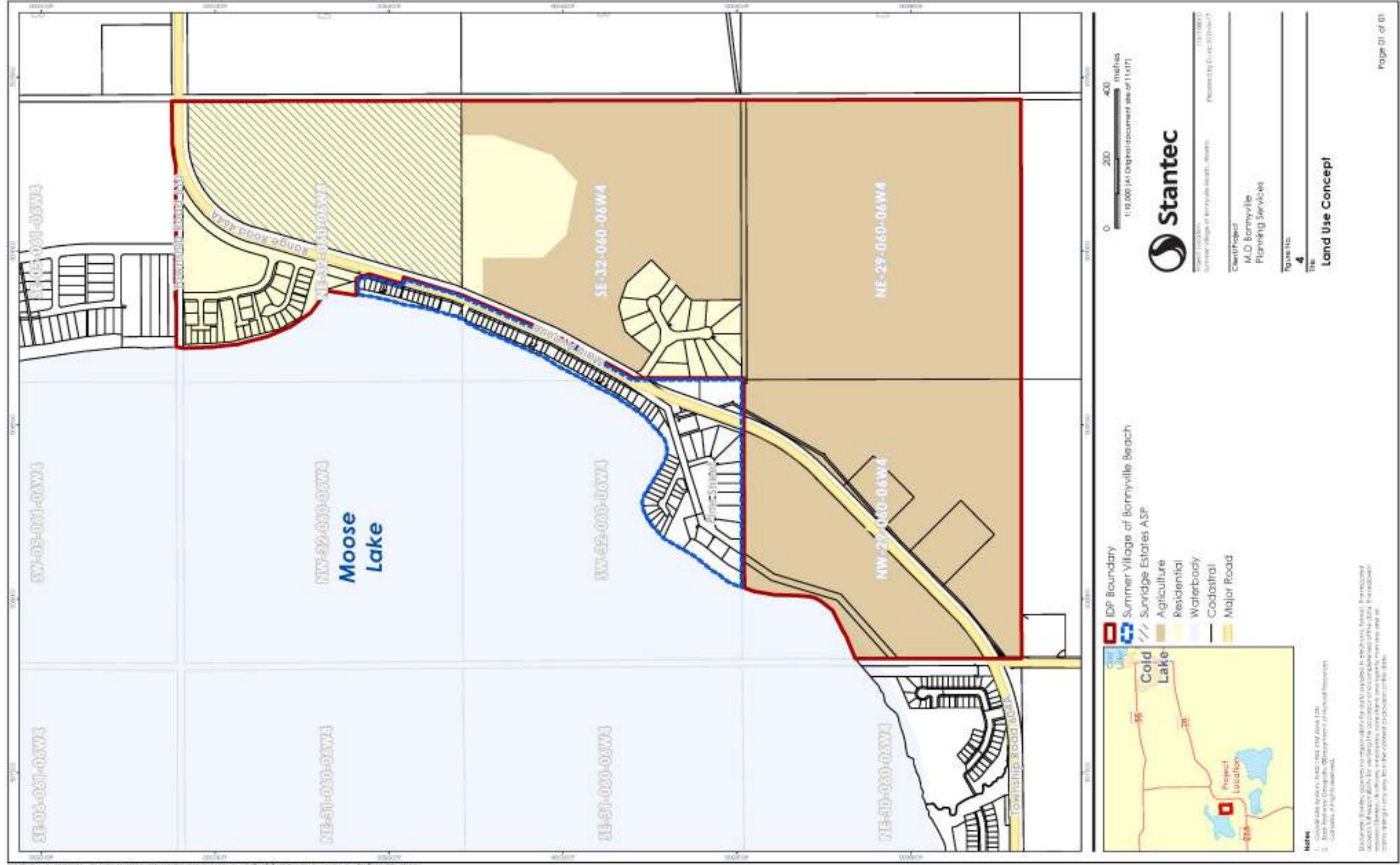
MAP 2 - PIPELINE AND WELL LOCATIONS



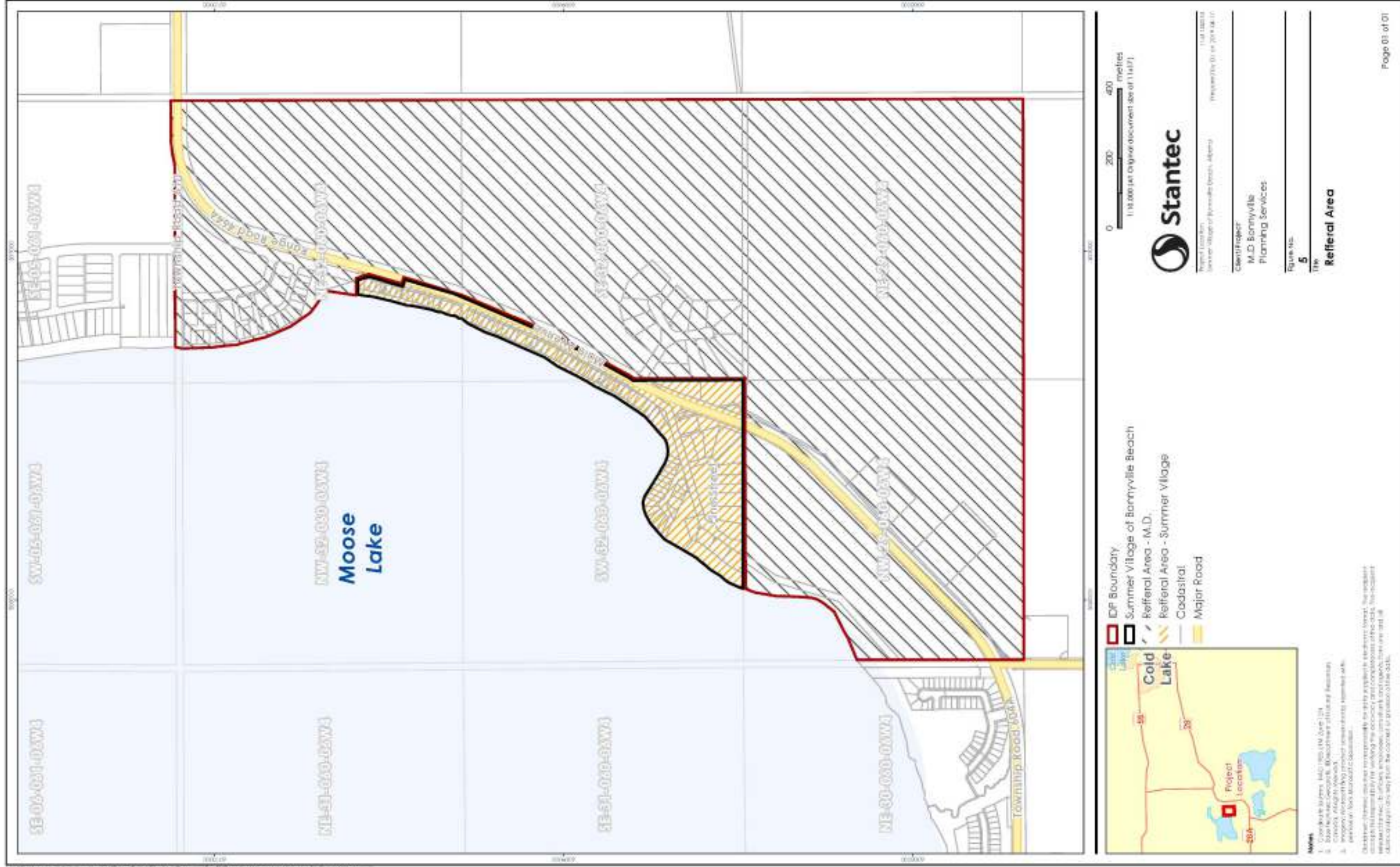
MAP 3 - ENVIRONMENTAL FEATURES AND CONSTRAINTS



MAP 4 - LAND USE CONCEPT



MAP 5 - REFERRAL AREA



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7.0 GLOSSARY

A

Alberta Environment and Parks (AEP)

Provincial ministry responsible for environmental policy.

Alberta Transportation (AT)

Provincial ministry responsible for all provincial highway policy.

Annexation

The process of transferring municipal jurisdiction over land from one municipality to another.

Area Structure Plan (ASP)

Statutory plan which provides long range land use planning for large areas of undeveloped land within the municipality. The plans identify major roadways, land uses, infrastructure requirements, parks, trails, and school sites. ASPs are approved and adopted by Council and must conform to the Intermunicipal Development Plan and Municipal Development Plan.

B

Bog

a type of wetland ecosystem characterized by wet, spongy, poorly drained peaty soil.

Buffer

An area (landscaped, natural, or a separate use) set aside or maintained to provide visual or physical, or auditory separation between lots, public roadway, and/or uses.

Bylaw

A law made by a local authority in accordance with the powers conferred by or delegated to it under the Municipal Government Act. Bylaws are enforceable through penalties, able to be challenged in court and must comply with higher levels of law.

C

Chief Administrative Officer (CAO)

A position within a municipality, established by bylaw, which is the administrative head of the municipality.

Confined Feeding Operations (CFO)

Fenced or enclosed land or buildings where livestock are confined for the purpose of growing, sustaining, finishing or breeding by means other than grazing and any other building or structure directly related to that purpose but does not include residences, livestock seasonal feeding and bedding sites, equestrian stables, auction markets, race tracks or exhibition grounds. CFOs require a permit regulated by the NRCB, in accordance with the Agricultural Operation Practices Act.

Conservation Reserve (CR)

A new type of reserve category, called Conservation Reserve (CR), has been created in the MGA to protect environmentally significant lands such as wildlife corridors, significant tree stands or other environmentally significant features a municipality may wish to conserve but that do not meet the definition of Environmental Reserve. The municipality must provide appropriate compensation for dedication of CR.

D

Development Permit

A document that is issued under a land use bylaw and authorizes a development.

E

Easement

A privilege to pass over the land of another, whereby the holder of the easement acquires only a reasonable and usual enjoyment of the property and the owner of the land retains the benefits and privileges of ownership consistent with the easement.

Environmental Reserve (ER)

Land dedicated to a municipality during the subdivision process, where it is determined to be undevelopable due to environmental conditions, in accordance with Section 664 of the Municipal Government Act. This may include swamps, gullies, wetlands, ravines, flood-prone areas, or land adjacent to a watercourse or waterbody.

Environmental Reserve Easement (ERE)

Where land is determined to be undevelopable due to environmental conditions, in accordance with Section 664 of the Municipal Government Act, but where circumstances dictate that instead of dedicating and transferring the land to the municipality, an environmental reserve easement is registered on the land title preventing development and destruction of these lands.

Extensive Agriculture

Refers to those agricultural operations producing crops or livestock which require large tracts of land.

F

Fen

A type of wetland ecosystem characterized by peaty soil, dominated by grasslike plants, grasses, sedges, and reeds. Fens are alkaline rather than acid areas, receiving water mostly from surface and groundwater sources.

I

Incompatible Development

Uses that by their permanency (once built cannot be easily removed or redeveloped) or would unduly impact on existing or future development (noise, dust, smell, traffic, etc.).

Intermunicipal Collaboration Framework

A requirement under Section 708.28 of the MGA that must be undertaken by all Municipalities in Alberta.

Intermunicipal Development Plan Committee (IDPC)

The Intermunicipal Development Plan Committee, comprised of an equal number of members, to a maximum of 3 from each municipal Council, in addition to the Chief Administrative Officers (CAO) from each municipality, supported by administrative staff who administer the IDP.

L

Land Use

The various ways in which land may be used or occupied. Typically, these are broadly categorized as residential, commercial, industrial, institutional, agricultural, etc.

Land Use Bylaw (LUB)

A planning document (approved by bylaw) that divides the municipality into Land Use Districts (Zones) and establishes procedures for processing and deciding upon applications for development. It sets out rules which affect how each parcel of land in the municipality may be used and developed. It also includes a zoning map.

Land Use District/Zone

Regulations for development for an area of land, as set out in the Land Use Bylaw.

M

Marsh

a type of wetland ecosystem characterized by poorly drained mineral soils and by plant life dominated by grasses.

Municipal Development Plan (MDP)

Statutory plan adopted by a Municipal Council, under the authority of Section 632 of the Municipal Government Act. The plan outlines the direction and scope of future development, the provision of required transportation systems and municipal services, the coordination of municipal services and programs, environmental matters, and economic development.

Municipal District

Refers to the Municipal District of Bonnyville.

Municipal Government Act (MGA)

Provincial legislation that outlines the power and obligations of a municipality.

Municipal Government Board (MGB)

An independent and impartial quasi-judicial board established under the Municipal Government Act to make decisions about land use planning and assessment matters. The MGB considers applications which relate to annexation of lands, subdivision appeals which are adjacent to water, highways, landfills, waste treatment or storage sites, and intermunicipal or linear (e.g., pipelines, wells, etc.) disputes.

Municipal Reserve, Municipal and School Reserve, and School Reserve (MR, MSR, SR)

Lands to be owned by a municipality and/or school authority to provide for park, recreation, or school authority purposes. Such lands are generally obtained at the time of subdivision, where the applicant is required to provide up to 10% of the developable area as reserve lands or cash in lieu, as determined by the municipality.

Must

An interpretive clause that directs that the policies stated have to be followed.

N

Natural Resources Conservation Board (NRCB)

A body within Alberta that reviews proposed major natural resource projects and regulates confined feeding operations in the province.

Non-Statutory Plans

Are land use planning documents that do not fall under the definition of Statutory Plans under the authority of the Municipal Government Act. These may include the Land Use Bylaw, Outline Plans, Conceptual Schemes, Master Plans, guidelines, and policy statements.

O

Off-Site Levy

A development levy that a Council may impose by bylaw in accordance with the Municipal Government Act, to be used to pay for identified offsite infrastructure capital costs by those who gain a direct or indirect benefit of that infrastructure. This helps to ensure that new growth helps pay for new infrastructure required for that growth.

P

Policy

A specific statement or plan to achieve an objective, which when part of a statutory plan, provide direction and instruction for a proposal.

Public Hearing

As part of a bylaw amendment, the public shall be notified of an opportunity to submit representation (written or oral) to be heard by Council, at a specified date and time, per the Municipal Government Act's notification requirements.

R

Rights-of-Way (ROW)

Agreement that confers to an individual, company or municipality the right to use a landowner's property in some way. Also see easement.

Riparian

Transitional areas between upland and aquatic ecosystems, bordering streams, lakes, rivers, and other watercourses. These areas have high water tables and support plants requiring saturated soils during all or part of the year. Riparian areas usually have soil, biological and other physical characteristics that reflect the influence of water and hydrological processes.

S

Setback

The distance between a property line and part of a site, governed through the Land Use Bylaw.

Shall

An interpretive clause that directs that the policies stated must be followed.

Should

A directive term that indicates a preferred outcome or course of action but one that is not mandatory.

Statutory Plan

A plan identified as statutory under the authority of the Municipal Government Act. Being: an Intermunicipal Development Plan, a Municipal Development Plan, Area Structure Plans, and Area Redevelopment Plans.

Stormwater Management Facility (SWMF)

An area which gathers rainfall and surface water runoff to help reduce the possibility of flooding and property damage, slowing and filtering storm water runoff.

Subdivision

The creation or separation of new titled parcels of land from an existing parcel of land.

Summer Village

Refers to the Summer Village of Bonnyville Beach

Swamp

a wetland ecosystem characterized by mineral soils with poor drainage and by plant life dominated by trees.

W

Will

An interpretive clause that directs that the policies stated must be followed.

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