

Cardston County and Village of Glenwood Intermunicipal Development Plan

Bylaw No. 770.2021 and Bylaw No. 258.2021

August 2021





Prepared By:



OLDMAN RIVER REGIONAL SERVICES COMMISSION

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Prepared for Cardston County and the Village of Glenwood

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Bylaw 770.2021 (Village of Glenwood & Cardston County Intermunicipal Development Plan Bylaw)

BEING a bylaw of Cardston County in the Province of Alberta for the purpose of adopting the Village of Glenwood and Cardston County Intermunicipal Development Plan in accordance with sections 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

WHEREAS municipalities are encouraged by the province to expand intermunicipal planning efforts to address common planning issues and where the possible effects of development transcends municipal boundaries;

AND WHEREAS the Intermunicipal Development Plan outlines policies that apply to lands in the intermunicipal fringe area and within parts of the Village and is to be used as a framework for decision making in each municipality with input and cooperation of the Village of Glenwood;

AND WHEREAS both the Councils of the Village of Glenwood and Cardston County agree that it is to their mutual benefit to establish joint planning policies, and this negotiation and agreement reflects a continuing cooperative approach between the two municipalities and the desire to see well-planned, orderly, and managed growth;

AND WHEREAS the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, and Chapter M-26 as amended, the Council of Cardston County duly assembled hereby enacts the following:

1. Council shall adopt the Village of Glenwood and Cardston County Intermunicipal Development Plan in consultation and as agreed to with the Village of Glenwood
2. This plan, upon adoption, shall be cited as the Village of Glenwood and Cardston County Intermunicipal Development Plan Bylaw No. 770-2021 and Bylaw No. 258.2021.
3. This bylaw shall come into effect upon third and final reading thereof.

READ a **first** time the 10th of May, 2021.

Randall M. Bullock
Reeve – *Randall M. Bullock*

County Administrator - *Murray Millward*

READ a **second** time this 12th day of July, 2021.

Randall M. Bullock
Reeve – *Randall M. Bullock*

County Administrator - *Murray Millward*

READ a **third** time and finally PASSED this 12th day of July, 2020.

Randall M. Bullock

Reeve – *Randall M. Bullock*

County Administrator - *Murray Millward*

BYLAW NO. 258.2021

VILLAGE OF GLENWOOD

IN THE PROVINCE OF ALBERTA

Bylaw No. 258.2021 of the Village of Glenwood is for the purpose of adopting the Village of Glenwood and Cardston County Intermunicipal Development Plan in accordance with sections 631 and 692 of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26, as amended.

WHEREAS municipalities are encouraged by the province to expand intermunicipal planning efforts to address common planning issues and where the possible effects of development transcends municipal boundaries.

AND WHEREAS the Intermunicipal Development Plan outlines policies that apply to lands in the intermunicipal plan area and within parts of the Village and is to be used as a framework for decision making in each municipality with input and cooperation of Cardston County.

AND WHEREAS both the Councils of the Village of Glenwood and Cardston County agree that it is to their mutual benefit to establish joint planning policies, and this negotiation and agreement reflects a continuing cooperative approach between the two municipalities and the desire to see well-planned, orderly, and managed growth.

AND WHEREAS the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing.

NOW THEREFORE, under the authority and subject to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, and Chapter M-26 as amended, the Council of the Village of Glenwood duly assembled hereby enacts the following:

1. Council shall adopt the Village of Glenwood and Cardston County Intermunicipal Development Plan in consultation and as agreed to with Cardston County.
2. This plan, upon adoption, shall be cited as the Village of Glenwood and Cardston County Intermunicipal Development Plan Bylaw No. 258.2021 and Bylaw No. 770.2021.
3. This bylaw shall come into effect upon third and final reading thereof.

READ a **first** time this 13 day of May, 2021.

David Rolfson

Deputy Mayor *– David Rolfson*

Chief Administrative Officer *– Carrie Kinahan*

READ a **second** time this 12 day of August, 2021.

David Rolfson

Deputy Mayor *– David Rolfson*

Chief Administrative Officer *– Carrie Kinahan*

READ a **third** time and finally PASSED this 12 day of August, 2021.

David Rolfson

Deputy Mayor *– David Rolfson*

Chief Administrative Officer *– Carrie Kinahan*

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1 INTRODUCTION

1.1 Purpose of the Plan

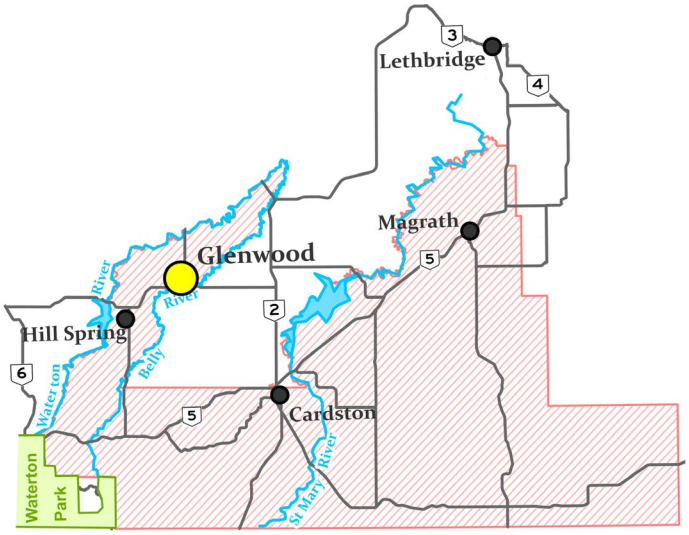
> *Plan Area means the lands identified on Map 2 and includes those lands within the Village adjacent to the shared boundary.*

The Cardston County and Village of Glenwood Intermunicipal Development Plan ("the Plan") exists to foster ongoing collaboration and cooperation regarding land use planning matters of mutual interest. The primary intent of the Plan is twofold. Firstly, it establishes a referral mechanism for processing applications concerning the redesignation, subdivision and development of lands contained within the boundaries of the Plan Area (also referred to as the "Referral Area") shown on Map 2. Secondly, it outlines a dispute resolution process that allows mediation to take place at the local level. Throughout the Plan, policy statements are included that encourage municipal authorities from the County and Village to work cooperatively when rendering land use decisions.

The Plan is rooted in a shared vision that will enable development to occur in orderly fashion that respects the integrated road network, yet also acknowledges the rich agricultural heritage and need to minimize fragmentation of agricultural lands. While the Plan aims to promote and enhance intermunicipal planning between Cardston County and the Village of Glenwood, each municipality retains the exclusive authority for making land use decisions within its own borders.

1.2 Plan Area Context

Cardston County and the Village of Glenwood are located within the Crown of the Continent ecosystem, where the plains meet the Rocky Mountains. As is the case with many rural communities, the identity of Glenwood transcends the corporate limits of the Village and extends into the broader agricultural community. Rural residents enjoy and contribute to the sense of place that Glenwood evokes.



The Plan Area is conveniently located near the intersection of Highways 505 and 810. A variety of opportunities for outdoor recreation exist in nearby amenities like the Waterton Reservoir, while Waterton-Glacier International Peace Park is only a short drive away. Excellent vistas of the eastern slopes are provided from the Plan Area and within the Village. From Chief Mountain to the south, and the Porcupine Hills to the north, one can experience the majesty of the Rockies and the serenity of the eastern slopes. The Plan Area sits between two important water courses in the Belly and Waterton Rivers, and drains primarily into the Belly River subbasin of the Oldman River watershed. The opportunities provided by close proximity to water also present challenges with managing surface drainage as well as a need to carefully regulate land use and development in order to protect the natural environment.

The Plan Area is a dryland and irrigated agricultural area, with agriculture being the predominant land use (see Maps 3 & 4) and reflected in the predominant "Agriculture" zoning (see Map 5). As such, growth pressures have been limited and there has not previously been a need to enter into an intermunicipal development plan. Naturally, challenges and opportunities may arise on lands surrounding an urban municipality, and effective intermunicipal planning recognizes that coordinated communication between municipalities is an essential component of proactively managing development. Information sharing practices between the County and Village within the Plan Area should thus be seen as a mutually beneficial strategy to embody best practices while continuing to vest exclusive authority for land use decision-making to each municipality within their respective boundaries according to the existing statutory plans and land use bylaws currently in effect.

1.3 Legislative Requirements

No previous intermunicipal development plan exists between Cardston County and the Village of Glenwood. This can be attributed to the fact that land use in the Plan Area is predominately agricultural, and the population of the Village is such that development pressure has traditionally been low. The comparatively low volume of development activity occurring on rural lands near the boundary of the Village is the feature that gives it its characteristic idyllic charm in comparison to larger urban municipalities in southern Alberta.

Regardless of the level of development activity that characterizes the interface between a rural and urban municipality, undertaking intermunicipal planning initiatives should nonetheless be viewed as a beneficial exercise wherein a municipality can proactively capitalize on the opportunity to minimize land use conflicts as well as strengthen its overall municipal development philosophy. It follows that Cardston County and the Village of Glenwood seek to ensure a

transparent planning process and healthy intermunicipal relationship by implementing a referral mechanism and dispute resolution process, respectively. Coincidentally, the *Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26 with amendments* (MGA) strongly encourages all municipalities to complete and adopt an intermunicipal development plan withadjacent municipalities to make policies concerning the coordination of land use, future growth patterns and infrastructure.

MGA Requirements

Section 631(1) states:

> *Subject to subsections (2) and (3), 2 or more councils of municipalities that have common boundaries and that are not members of a growth region as defined in section 708.01 must, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.*

Moreover, according to s. 631(8):

> *An intermunicipal development plan*
>
> *(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 related to the physical, social or economic development of the area that the councils consider necessary,*
>
> *and*
>
> *(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.*

Section 638(1) establishes the paramountcy of an intermunicipal development plan over a municipality's other statutory documents:

> *In the event of a conflict or inconsistency between*
>
> *(a) an intermunicipal development plan, and*
>
> *(b) a municipal development plan and an area structure plan or area redevelopment plan*
>
> *In respect of the development of the land to which the intermunicipal development plan and the municipal development plan, the area structure plan or the area redevelopment plan, as the case may be, apply, the intermunicipal development plan prevails to the extent of the conflict or inconsistency.*

In addition to the MGA requirements, the South Saskatchewan Regional Plan (SSRP)—which became effective September 1, 2014 —introduced additional requirements for decision makers to consider when addressing land use matters. The SSRP uses a cumulative effects management approach to guide municipal policy direction for the purpose of achieving environmental, economic and social goals within the South Saskatchewan region from 2014 until 2024. Pursuant to section 13 of the *Alberta Land Stewardship Act* (*ALSA*), regional plans are legislative instruments. The SSRP has four key parts: Introduction, Strategic Plan, Implementation Plan and Regulatory Details Plan. The Regulatory Details of the SSRP are enforceable as law and bind the Crown, decision makers, local governments and all other persons while the remaining portions are statements of policy and not intended to have binding legal effect.

The SSRP is guided by the vision, outcomes and intended directions outlined in the Strategic Plan, while the Implementation Plan establishes the objectives and strategies to achieve the regional vision. As part of the Implementation Plan, section 8: Community Development includes guidance regarding planning cooperation and integration between municipalities with the intention to foster cooperation and coordination between neighbouring municipalities and between municipalities and provincial departments, boards and agencies.

SSRP Objectives

> *Cooperation and coordination are fostered among all land use planners and decision-makers involved in preparing and implementing land plans and strategies.*
>
> *Knowledge sharing among communities is encouraged to promote the use of planning tools and the principles of efficient use of land to address community development in the region.*

SSRP Strategies

8.1 Work together to achieve the shared environmental, economic, and social outcomes in the South Saskatchewan Regional Plan and minimize negative environmental cumulative effects.

8.2 Address common planning issues, especially where valued natural features and historic resources are of interests to more than one stakeholder and where the possible effect of development transcends jurisdictional boundaries.

8.3 Coordinate and work with each other in their respective planning activities (such as in the development of plans and policies) and development approval processes to address issues of mutual interest.

8.4 Work together to anticipate, plan and set aside adequate land with the physical infrastructure and services required to accommodate future population growth and accompanying community development needs.

8.5 Build awareness regarding the application of land-use planning tools that reduce the impact of residential, commercial and industrial developments on the land, including approaches and best practices for promoting the efficient use of private and public lands.

8.6 Pursue joint use agreements, regional services commissions and any other joint cooperative arrangements that contribute specifically to intermunicipal land use planning.

8.7 Consider the value of intermunicipal development planning to address land use on fringe areas, airport vicinity protection plans or other areas of mutual interest.

8.8 Coordinate land use planning activities with First Nations, irrigation districts, school boards, health authorities and other agencies on areas of mutual interest.

1.4 Plan Preparation

In support of the plan preparation process, an analysis of the Plan Area was undertaken to review existing land use conditions and constraints, transportation systems, zoning, environmental and cultural resources, provincial land use, soils and annexation history, amongst other matters. Following the review of the submitted Draft Plan, and its associated public consultation process, the final version of the Plan was separately adopted by the County and Village, respectively.

2 COLLABORATIVE LAND USE STRATEGY

2 COLLABORATIVE LAND USE STRATEGY

2.1 Plan Area

The Plan Area encompasses lands within and surrounding the Village of Glenwood's urban boundary, and includes the lands within the Village adjacent to the urban boundary, and is illustrated on Map 2.

2.2 General Policies

Intent

These general policies are applicable to all lands within the Plan Area and are intended to enable the implementation of an effectively coordinated growth management strategy.

Policies

2.2.1 Future land use within the Plan Area will continue to be primarily for extensive agriculture. This does not preclude the establishment of non-agricultural land uses within the Plan Area. Decisions on applications for non-agricultural land uses shall be made in the context of the policies of this Plan and other relevant planning documents.

2.2.2 Existing land uses with valid development permits issued on or before the date of adoption of this Plan may continue to operate in accordance with the provisions of the Cardston County Land Use Bylaw, Village of Glenwood Land Use Bylaw and the MGA, as applicable. New applications for land use redesignations as well as subdivision or development on these lands are subject to the policies contained in this Plan.

2.2.3 Any application submitted for redesignation of land under the County's jurisdiction may be required to be accompanied by a professionally prepared area structure plan containing the information requirements as prescribed in the Cardston County Land Use Bylaw and Municipal Development Plan.

2.2.4 The required plans, design schemes or other reports in support of major subdivisions/developments may require to be professionally prepared and engineered.

2.2.5 The Village wastewater treatment plant is located within the NE¼ 1-5-27-W4M and the cheese plant wastewater treatment plant is located in the SE¼ 7-5-27-W4M. In accordance with section 12 of the Subdivision and Development Regulation, a subdivision or development authority shall not approve an application for the subdivision or development of a school, hospital, food establishment or residential use if the application would result in a property line of a lot created by subdivision, or the establishment of a building site approved for development, being located within 300 metres of the working area of an operating wastewater treatment plant (see Map 4).

2.3 Agricultural Practices

Intent

Agricultural activities are to continue to operate under acceptable farming practices within the Plan Area.

Policies

2.3.1 Both municipalities recognize the importance of existing extensive agricultural (cultivation and grazing) uses of land within the County's portion of the Plan Area. These agricultural activities may continue to operate under acceptable farming practices and are protected under the *Agricultural Operation Practices Act* as administered by the Natural Resources Conservation Board (NRCB).

2.3.2 To help support the sustainability and future growth of the urban centre, a confined feeding operation (CFO) exclusion area has been agreed upon with the Village of Glenwood, with regard for prevailing winds and other physical features, so to attempt to provide a buffer from the noxious and odorous nature of CFOs.

2.3.3 New confined feeding operations (CFOs) are not permitted to be established within the CFO Exclusion Area as illustrated on Map 2. However, any existing CFOs located within the Confined Feeding Exclusion Area are allowed to continue with their existing operations and may expand in accordance with the requirements of the Agricultural Operation Practices Act and Regulations. Expansions should not negatively impact rural and urban residents of the area or the environment.

2.3.4 If the County is in receipt of a notice of application from the Natural Resources Conservation Board (NRCB) for a new or expanded confined feeding operation, the County shall forward a copy of the notification to the Village.

2.3.5 Both municipalities will work cooperatively in encouraging and supporting considerate farming practices as it pertains to such matters as the control of dust, weed and insects adjacent to developed areas through best management practices and guidelines prescribed by Alberta Agriculture.

2.4 Village Infill

Intent

Establish a series of policies for lands within the Village of Glenwood which complement potential subdivision and development in the Plan Area.

Policies

2.4.1 Subdivision applications in the Village may require a professionally prepared conceptual scheme or area structure plan to be submitted.

2.4.2 All subdivision applications will be required to include a site plan that identifies:

(a) A building envelope defining the developable area for each proposed lot that establishes adequate setbacks to protect potential road rights-of-way consistent with existing transportation patterns;

(b) Any storm water management facilities, existing and/or proposed, to ensure that the location of the facilities will not adversely impact existing transportation systems; and

(c) Any other information required by the Subdivision Authority.

2.4.3 A detailed set of Architectural Controls establishing building envelopes to serve as a building scheme for the subdivision may be required to ensure buildings and improvements are suitably located on the land in relation to future roadways, property lines, and development.

2.4.4 Development will be required to maintain adequate setbacks from potential road rights-of-way to facilitate efficient transportation patterns.

2.4.5 When preparing a development permit application, developers are encouraged to consider:

(a) Building orientation with respect to future subdivision potential, municipal reserve, adjacent land use and transportation; and

(b) Placing accessory structures to the rear or side of the principal structure.

2.5 Future Annexation

Intent

To address the possibility of future annexation of County lands into the Village.

Policies

2.5.1 The annexation process shall be governed by the Land and Property Rights Tribunal (LPRT) according to the requirements listed inthe MGA.

2.5.2 The Village should focus on developing its existing supply of vacant land prior to initiating annexation talks with the County.

2.5.3 If and when the Village determines that its supply of vacant land is insufficient to accommodate growth and that annexation of County land is necessary, it will prepare and share with the County a growth strategy that demonstrates how land has been utilized to its fullest potential within the Village and that outlines proposed uses of the land, servicing implications and any identified financial impacts to both municipalities. The growth study shall also address the LPRT's Annexation Principles and demonstrate consistency with the relevant portions of the SSRP.

2.5.4 Proposed annexation boundaries should follow existing legal boundaries to avoid creating fragmented patterns or titles with split municipal jurisdiction.

2.6 Transportation

Intent

Policies are intended to foster enhanced coordination in the provision of linked road networks to ensure that these roads are functional, compatible and logical in order to facilitate orderly and planned growth that does not compromise future development.

Policies

2.6.1 Integrating the future road network in the Plan Area to the grid-pattern road network within the Village is a priority of this Plan, as it provides for efficient vehicular and pedestrian circulation as well as future extension of municipal water and wastewater infrastructure.

2.6.2 The County may require dedication of road right-of-way on the final plan of subdivision for any proposal located 0.5 miles (0.8 km) or closer to the Village boundary.

2.6.3 If road dedication is a condition of subdivision approval, the developer will be required to enter into a development agreement for road construction and associated costs.

2.6.4 Road construction may be deferred to a later subdivision or development stage subject to a deferred servicing/development agreement with either the County or Village as applicable.

2.6.5 The County and Village will consult with Alberta Transportation regarding the implementation of this Plan. A developer may be required to conduct traffic studies with respect to impact and access onto Highways AB-810 and AB-505, and any upgrading identified by traffic studies will be implemented at the sole cost of the developer and to the satisfaction of Alberta Transportation.

2.7 Utilities and Servicing

Intent

Both municipalities desire quality development with consistent, efficient and acceptable servicing standards that account for and manage cumulative impacts.

Policies

2.7.1 Both municipalities recognize the importance of efficient provision of utilities and services and agree to coordinate, wherever possible, to determine appropriate locations and alignments of any utility or servicing infrastructure required to serve a proposed subdivision or development within the Plan Area.

2.7.2 Prior to any subdivision or development approval which proposes the use of municipal water or sewer under the adjacent municipality's control or management, the developer must obtain approval in writing from the applicable municipality regarding the use of such infrastructure to serve the development or subdivision.

2.7.3 When municipal water and wastewater services are proposed:

(a) It is the responsibility of the developer to enter into an agreement with the Village for the provision of such services. Any costs associated with connecting to municipal water and wastewater, including extending waterlines and installing associated infrastructure will be defined in the agreement and typically will be at the expense of the developer;

(b) The location of the required infrastructure to provide those services may be approved by the County based on discussions and negotiations between the County, the Village and the developer.

2.7.4 When municipal water and wastewater services are not available for any subdivision or development proposal located 0.5 miles (0.8 km)or closer to the Village boundary, the developer may be required to enter into Deferred Service Development Agreement with the County, requiring connection and/or provision of such infrastructure in the future when warranted. Considerations for defining when such infrastructure may be required include, but are not limited to, private system failure, proposed replacement of the system or subsequent subdivision of the property.

2.7.5 When municipal water and wastewater services are available to service any proposed subdivision or development, the developer may be required to connect to such services and shall assume responsibility for all associated expenses.

2.8 Storm Water Management

Intent

Both municipalities will require developers to address storm water management as it pertains to their development and parcels of land.

Policies

2.8.1 The County and Village may wish to investigate the feasibility of jointly developing a regional storm water management plan within the Plan Area.

2.8.2 If the two municipalities agree to collaborate and formally undertake a more detailed study, any consulting and engineering costs involved in creating a plan will be through a separate agreement between the two municipalities prior to engaging in any such process.

2.8.3 Developers may be responsible to provide at their cost an engineered storm water management plan and obtain any necessary approvals required by Alberta Environment and Parks, specifically those approvals required under the *Water Act* or the *Environmental Protection & Enhancement Act*, as applicable, as well as any other applicable approvals. In consideration of this requirement, the following policies are also applicable:

(a) Developers are encouraged to work with neighbours and develop storm water management systems for a larger area provided it is feasible and professionally engineered;

(b) Future development of vacant lands within the Village and County must address the handling of storm water and include a professionally prepared storm water management plan;

(c) The incorporation of Best Management Practices in the design of storm water management facilities is to be pursued where possible, including by Alberta Environment and Parks (AEP).

2.9 Natural Environment & Culture

Intent

Both municipalities seek to retain and enhance quality of life for residents in the Plan Area and across Cardston County and recognize the key function of the natural environment in doing so.

Policies

2.9.1 Both municipalities are encouraged to consider the provincial wetland policy when making land use decisions in order to sustain and enhance the natural environment.

2.9.2 Both municipalities encourage the dedication of environmental reserve or an environmental reserve easement where appropriate for watercourses, natural drainage courses, wetland areas and other areas within the Plan Area and recognize that the MGA authorizes:

(a) the dedication of a minimum 6-metre strip abutting a water course; and

(b) the dedication of lands consisting of a swamp, gully, ravine, coulee or natural drainage course; and

(c) the dedication of land that is subject to flooding or is unstable.

2.9.3 For any development on lands that have been identified within a possible environmentally significant area (ESA) or where the municipality within which the development is proposed is of the opinion that the land may be within an ESA, the developer may be required to conduct an environmental impact assessment (EIA) and is responsible for contacting Alberta Environment and Parks.

2.9.4 Each municipality encourages applicants of subdivision and development proposals to consult with the respective municipality, irrigation district, and provincial departments, as applicable, regarding water supply, drainage, setbacks from sensitive lands, and other planning matters relevant to the natural environment in advance of submitting a proposal.

2.9.5 Lands that have been identified as possibly containing a historic resource value (HRV) may be required to conduct a historical resource impact assessment (HRIA) pursuant to the *Historical Resources Act.*

3 PLAN IMPLEMENTATION

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3.1 Plan Adoption

Intent

The policies in the Plan constitute the framework for decision making on proposals for land use redesignations, subdivision and development within the Plan Area. As the MGA stipulates that all statutory plans adopted by a municipality must be consistent with each other, and moreover that an intermunicipal development plan shall prevail in the event that an inconsistency arises with another statutory plan adopted by the municipality, it follows that each municipality will be required to review and amend its respective planning documents where necessary to achieveconsistency with policies contained in this Plan. In this regard, the following process and policies will need to be implemented by each municipality.

Policies

3.1.1 The County and Village prepare the Plan in accordance with the requirements of the MGA, including advertising and conducting a public consultation process, prior to passing the respective adopting bylaws.

3.1.2 This Plan comes into effect on the date it was adopted by both the County and Village, after receiving three readings of the bylaw(s).

3.1.3 Upon adoption of the Plan, the County and Village will each review and amend its land use bylaw to conform to the policies of this Plan. Furthermore, both municipalities will review and amend their respective municipal development plan to ensure it reflects the principles, goals and policies of this Plan

3.2 Plan Validity and Amendment

Intent

It is recognized that this Plan may require amendment from time to time to keep it current. This Plan does not contain a "sunset" clause, but rather, includes a process for review to ensure its relevancy.

Policies

3.2.1 This Plan comes into effect on the date it is separately adopted by both the County and Village. Either municipality may request that the Plan be rescinded and replaced with a new version upon

serving written notice to the other municipality. The dispute resolution process stipulated in Part 4 will be undertaken should the municipalities be unable to reach an agreement.

3.2.2 Amendments to this Plan may be necessary from time to time to accommodate agreed upon changes or to address unforeseen circumstances not specifically addressed in the Plan; any amendments must be adopted by both councils using the procedures established in the MGA. No amendment shall come into force until such time as both municipalities adopt the amending bylaw.

3.2.3 Requests for amendments to this Plan by parties other than the County or Village may be made to the municipality in which the request originated and be accompanied by the applicable processing fee to each municipality for amending a statutory plan.

3.2.4 Upon agreement by both municipalities to a proposed amendment to the Plan, a joint public hearing may be held in accordance with the MGA.

3.2.5 The Plan Committee is encouraged to maintain an ongoing dialogue with respect to land use planning matters of mutual interest by meeting annually to review the policies of the Plan. The Committee may make recommendations to the respective councils concerning amendments to this Plan to ensure the policies continue to accurately reflect the needs of both municipalities.

3.3 Plan Committee

Intent

The establishment of the Plan Committee is intended to facilitate continued cooperation and, wherever possible, the resolution of potential conflict through a consensus-based decision-making process.

Policies

3.3.1 A Plan Committee will be established between the County and Village for the purposes of ensuring continued communication between the municipalities and to provide a forum to review and comment on matters that may have an impact on either municipality.

3.3.2 The Plan Committee will be an advisory body and may make comments or recommendations to the County and Village. In its advisory capacity, the Committee does not have decision making

authority or powers with respect to planning matters in the County or Village.

3.3.3 The Committee will be comprised of four elected officials, two from the County and two from the Village. The Committee may, at its discretion, also include whatever number of resource personnel deemed appropriate in a non-voting capacity. A resource person may serve as secretary to the Committee and is responsible for recording the minutes of all Committee meetings and preparing the recommendations of the Committee.

3.3.4 Members of the Committee will make their best efforts to attend each meeting. A chairman will be selected at each committee meeting.

3.3.5 Changes to the Committee format, composition, roles, responsibilities or any aspect of its existence or operation may be requested by either municipality. Council may refer any proposed changes to the Committee for recommendation. Any changes to the Plan require an amendment to the Plan.

3.3.6 The County and Village agree that the Committee exists to:

(a) Provide a forum for discussion of land use matters within the Plan Area;

(b) Provide recommendation(s) for proposed amendments to the Plan;

(c) Discuss and address issues regarding Plan implementation;

(d) Review and provide comment on referrals and any other matters referred to the Committee;

(e) Provide recommendation(s) regarding intermunicipal issues in attempt to avoid a dispute; and

(f) Provide a forum for discussion of any other matter of joint interest identified by either municipality.

3.3.7 Meetings of the Committee may be held at the request of either municipality.

3.3.8 A matter may be brought before the Committee by the administrative staff of either the County or Village. Where a matter involving the two municipalities cannot be resolved to the satisfaction of the Committee, the Committee is authorized to initiate the conflict resolution system in this Plan outlined in section 4.

3.3.9 If a matter has been referred to the Committee for comment, the supporting documentation will be sent to Committee members

prior to the meeting. If all Committee members respond with no concerns regarding the referred matter, the meeting may be cancelled at the Committee's discretion.

3.4 Intermunicipal Referrals

Intent

To establish a process for consistent and transparent sharing of information necessary to better understand the scope of proposed development projects and their potential impacts on existing roads, utilities and drainage systems.

Policies

3.4.1 The County will contact the Village to arrange a joint administrative meeting with an applicant prior to the submission of an application in the Plan Area for any or all of the following proposals:

(a) Subdivision of three or more parcels;

(b) Proposals to access Village servicing;

(c) Proposals that may have the potential to impact the Village (noise, dust, odor or other nuisances).

3.4.2 The Village will contact the County to arrange a joint administrative meeting with an applicant prior to the submission of an application in the Villagefor proposals that:

(a) Involve the subdivision of three or more parcels;

(b) May impact drainage on lands within the County;

(c) Proposals that may have the potential to impact the County (noise, dust, odor or other nuisances).

3.4.3 Where both municipalities agree that a joint administrative meeting is unnecessary due to the size and type of subdivision or development, the meeting requirements outlined in 3.4.1 and 3.4.2 may be waived.

3.4.4 Any of the following that affect lands in the Plan Area or land within the Village of Glenwood will be forwarded to the other municipality for comment prior to a decision being made on the application or document:

- Municipal Development Plans
- Area Structure Plans
- Area Redevelopment Plans

- Conceptual Schemes
- Overlay Plans
- Land Use Bylaws
- Land Use Redesignations
- Subdivision Applications
- Development Applications (discretionary uses)

The receiving municipality may request the above-mentioned document(s) or application(s) be referred to the Plan Committee for comment prior to a decision being rendered.

3.4.5 The municipalities are encouraged to refer to each other for comment on major land use or planning matters that have the potential to impact the other jurisdiction, even if it involves lands that may not be located within the Plan Area.

3.4.6 The receiving municipality will have the following timelines to review and provide comment on intermunicipal referrals:

(a) 14 days for development applications,

(b) 19 days for subdivision applications, and

(c) 30 days for all other intermunicipal referrals.

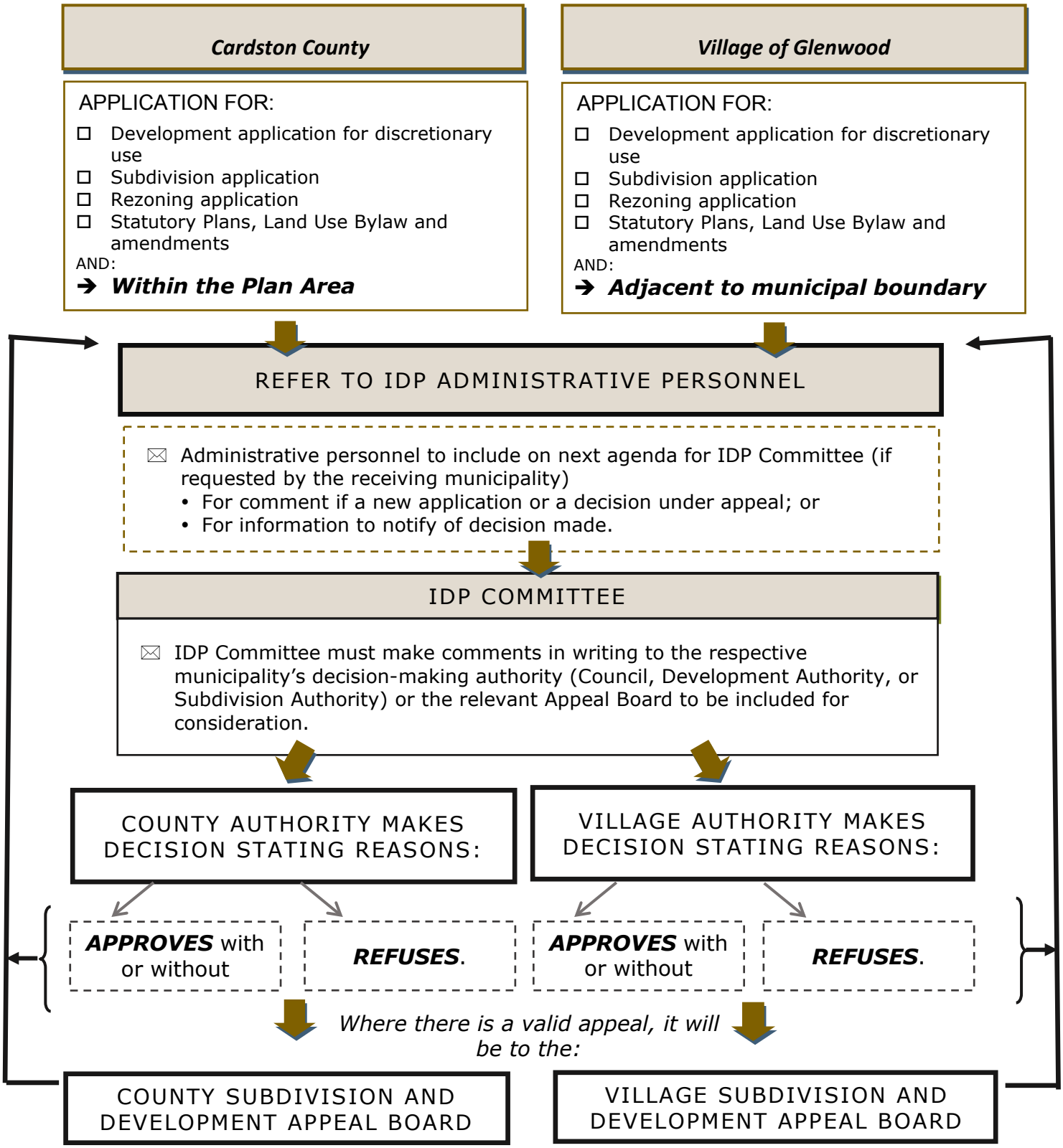
3.4.7 In the event that an intermunicipal referral is forwarded to the Plan Committee for review and comment, the municipality requesting the committee meeting may include a written request for an extension of the referral timelines indicated in 3.4.6. If an extension request is included, the referral timelines in 3.4.6 do not apply.

3.4.8 A Committee meeting will be scheduled and a written response will be provided within five days of the Committee meeting date.

3.4.9 In the event that either municipality and/or the Committee does not reply within, or request an extension to, the response time for intermunicipal referrals stipulated in Section 3.4.6, it will be assumed that the responding municipality and/or Committee has no comment or objection to the referred planning document or application.

3.4.10 Written comments from the receiving municipality and the Plan Committee that are provided prior to or at a public hearing or meeting will be considered by the municipality in which the plan, scheme, land use bylaw, subdivision application, development application or amendment is being proposed.

Figure 1: Intermunicipal Development Plan Referral Flow Chart



4 DISPUTE RESOLUTION

4 DISPUTE RESOLUTION

4.1 General Dispute Process

Intent

The intent of the dispute resolution process is to maximize opportunities for discussion and review in order to resolve areas of disagreement early in the process. Despite the best efforts of both municipalities, it is understood that disputes may arise from time to time affecting land use within the Plan Area. This section supports dispute settlement through consensus while reserving the need for formal mediation if a consensus cannot be reached.

Policies

4.1.1 The County and Village agree that it is important to avoid dispute by ensuring that the Plan is adhered to as adopted, including full circulation of any permit or application that may affect the municipality or as required in the Plan and prompt enforcement of the Plan policies.

4.1.2 Prior to the meeting of the Committee, each municipality through its administration, will ensure the facts of the issue have been investigated and clarified, and information is made available to both parties. Staff meetings are encouraged to discuss possible solutions.

4.1.3 The Committee should discuss the issue or dispute with the intent to seek a recommended solution by consensus.

4.1.4 When a potential intermunicipal issue comes to the attention of either municipality relating to a technical or procedural matter, such as inadequate notification or prescribed timelines, misinterpretation of Plan policies, or a clerical error regarding the policies of this Plan, either municipality's land use bylaw, or any other plan affecting lands in the Plan Area, it will be directed to the administrators of each municipality. The administrators will review the technical or procedural matter and if both administrators agree, take action to rectify the matter.

4.1.5 Should either municipality identify an issue related to this Plan that may result in a dispute that cannot be administratively resolved under section 4.1.4 or any other issue that may result in a dispute, the municipality should contact the other and request that a Plan Committee meeting be scheduled to discuss the issue. The Committee will review the issue and attempt to resolve the matter by consensus.

4.1.6 In the event that the Plan Committee is unable to arrive at a consensus, the administration of each municipality shall schedule a joint meeting of the two councils to discuss possible solutions and shall attempt to reach consensus on the issue.

4.1.7 Should the councils be unable to resolve the matter, either municipality may initiate a formal mediation process to facilitate resolution of the issue.

4.2 Filing an Intermunicipal Dispute under the MGA

Intent

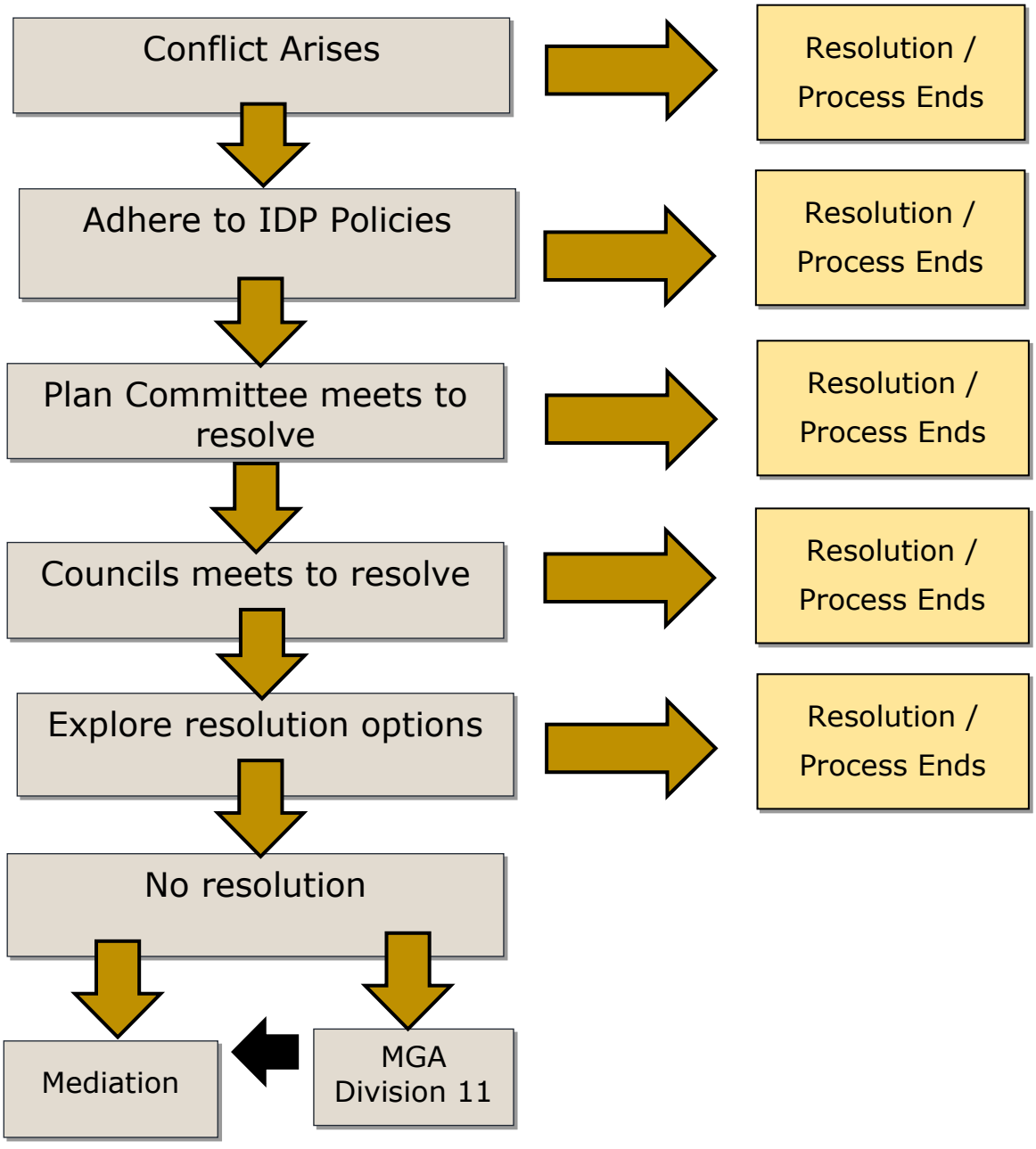
Outline the process to initiate a formal intermunicipal dispute under section 690(1) the MGA. This is the final stage of dispute settlement, where the municipalities request the Municipal Government Board to intercede and resolve the issue.

Policies

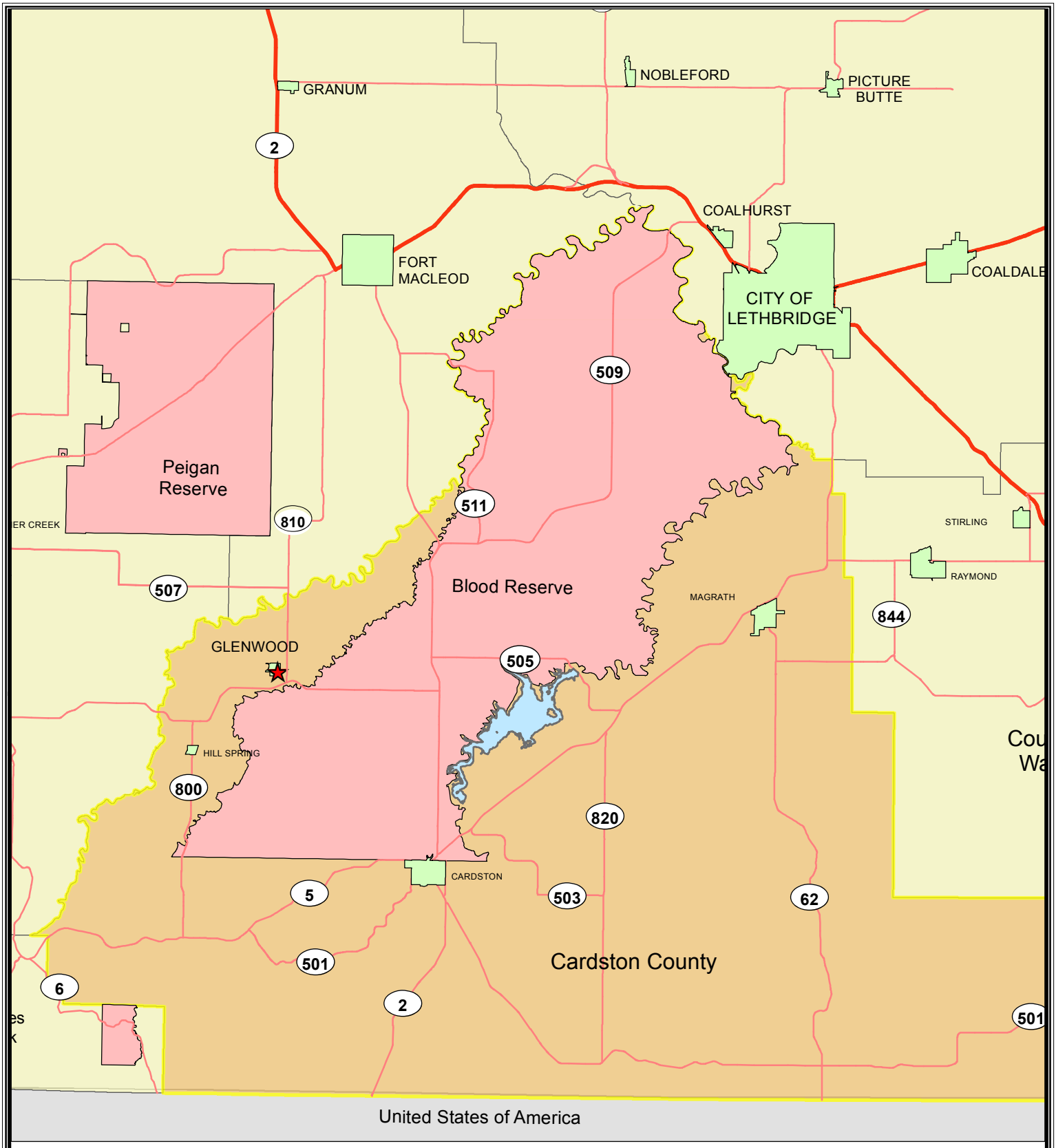
4.2.1 In the case of a dispute involving the adoption of a statutory plan, land use bylaw or amendment to such, within 30 days of adoption, the municipality initiating the dispute may, without prejudice, file an appeal to the Municipal Government Board under section 690(1) of the MGA so that the provincial statutory right and timeframe to file an appeal is not lost.

4.2.2 The appeal may then be withdrawn, without prejudice, if a solution or agreement is reached between the two municipalities prior to the Municipal Government Board meeting. This is to acknowledge and respect that the time required to seek resolutionor mediation may not be able to occur within the 30-day appeal filing process as outlined in the MGA.

Figure 2: Intermunicipal Development Plan Dispute Resolution Process



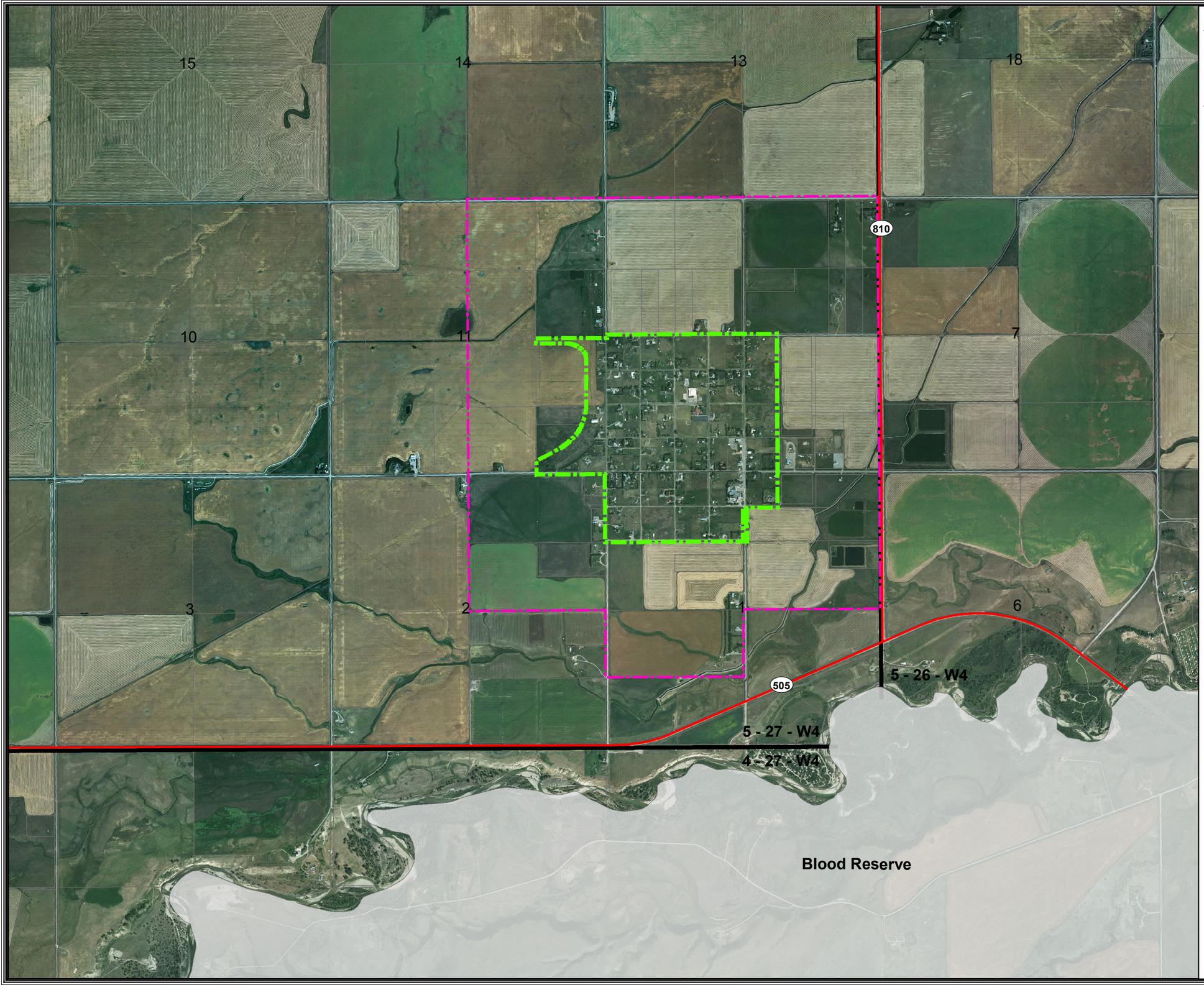
MAPS



CARDSTON COUNTY BYLAW NO. 770.2021
VILLAGE OF GLENWOOD BYLAW NO. 258.2021
INTERMUNICIPAL DEVELOPMENT PLAN

LOCATION MAP
AUGUST 2021

MAP 1



CARDSTON COUNTY BYLAW NO. 770.2021 &
VILLAGE OF GLENWOOD BYLAW NO. 258.2021
INTERMUNICIPAL DEVELOPMENT PLAN

IDP PLAN AREA
AUGUST 2021
MAP 2

- Village of Glenwood Boundary
- Highways
- IDP Plan Area/CFO Exclusion Area (624.23±ha)

Aerial Photo Date: 2015

OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 0.25 0.5 1

Kilometers

N

CARDSTON COUNTY BYLAW NO. 770.2021 & VILLAGE OF GLENWOOD BYLAW NO. 258.2021 INTERMUNICIPAL DEVELOPMENT PLAN

SOIL CAPABILITY FOR AGRICULTURE INDEXED BY CANADA LAND INVENTORY AUGUST 2021

MAP 3

15 14 13 18

10 11 7

3 2 1 6

810

505

5 - 26 - W4

5 - 27 - W4

4 - 27 - W4

Blood Reserve

- IDP Plan Area
- Village of Glenwood Boundary
- Highways

Soil Type[1]

- 2 - Moderately High to High Productivity, Moderate Crop Limitations
- 3 - Moderately High Productivity, Moderately Severe Crop Limitations
- 4 - Low to Medium Productivity, Severe Crop Limitations
- 6 - Some Natural Grazing Potential but Improvement Practices Not Feasible

[1]Source: Canada Land Inventory, National Soil DataBase, Agriculture and Agri-Food Canada. 1998.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 0.25 0.5 1

Kilometers

N

CARDSTON COUNTY BYLAW NO. 770.2021 & VILLAGE OF GLENWOOD BYLAW NO. 258.2021 INTERMUNICIPAL DEVELOPMENT PLAN

GROWTH RESTRICTIONS
AUGUST 2021

MAP 4

15 14 13 18

10 11 7

3 2 1 6

810

505

5 - 26 - W4

5 - 27 - W4

4 - 27 - W4

Blood Reserve

- IDP Plan Area (624.23±ha)
- Village of Glenwood Boundary
- Highways
- Sewage Lagoon Buffer - 300m

Existing Land Use

- Country Residence
- Farm Building
- Farmstead
- Institutional
- Recreation

Aerial Photo Date: 2015

OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 0.25 0.5 1

Kilometers

N

CARDSTON COUNTY BYLAW NO. 770.2021 & VILLAGE OF GLENWOOD BYLAW NO. 258.2021 INTERMUNICIPAL DEVELOPMENT PLAN

COMBINED LAND USE
AUGUST 2021

MAP 5

15 14 13 18

10 11 7

3 2 1 6

810

505

5 - 26 - W4

5 - 27 - W4

4 - 27 - W4

Blood Reserve

- IDP Plan Area (624.23±ha)
- Village of Glenwood Boundary
- Highways

Glenwood Land Use Districts

- Residential R-1
- Residential Mobile Home R-2
- Central Commercial C-1
- General Industrial I-1
- Warehousing W
- Public Institutional I
- No Land Use

Cardston County Land Use Districts

- Agriculture AG
- Grouped Country Residential GCR
- Rural Commercial/Industrial RCI
- Rural Recreational RR
- Single-Lot Country Residential SCR

Note: Land Use Districts obtained from the respective Land Use Bylaws and are current as of November 2021

Aerial Photo Date: 2015

OLDMAN RIVER REGIONAL SERVICES COMMISSION

0 0.25 0.5 1

Kilometers

N