

**Kneehill County
Town of Three Hills**

**INTER-MUNICIPAL
DEVELOPMENT PLAN**



KNEEHILL COUNTY

Bylaw # 1610

TOWN OF THREE HILLS

Bylaw # 1328-10

Prepared by:

ZAP Municipal Consulting Inc. & Austrom Consulting Ltd.

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BYLAW NO. 1328-10

**BYLAW NO. 1328-10 , OF THE TOWN OF THREE HILLS, IN THE PROVINCE OF ALBERTA, BEING A BYLAW
TO ADOPT THE TOWN OF THREE HILLS / KNEEHILL COUNTY
INTER-MUNICIPAL DEVELOPMENT PLAN**

WHEREAS, Section 631(1) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, provides that two or more Councils may, by each passing a Bylaw, adopt an Inter-municipal Development Plan;

AND WHEREAS, Council deems it desirable to adopt an Inter-municipal Development Plan with Kneehill County;

AND WHEREAS, Council recognizes that the lands contained within the Inter-municipal Development Plan will remain under the jurisdiction of Kneehill County, and that the Inter-municipal Development Plan provides a basis for cooperation and communication on matters of mutual interest;

AND WHEREAS, notice of the proposed Bylaw and Public Hearing was given pursuant to Section 606(2) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta;

AND WHEREAS, a Joint Public Hearing into the proposed Bylaw was scheduled for and held on _____ commencing at _____ at the Kneehill County Office;

NOW THEREFORE, the Municipal Council of the Town of Three Hills duly assembled enacts as follows:

THAT THE TOWN OF THREE HILLS / KNEEHILL COUNTY INTER-MUNICIPAL DEVELOPMENT PLAN, AS ATTACHED AND FORMING PART OF THIS BYLAW BE ADOPTED.

READ a first time in Open Council this 28th day of June, 2010

READ a second time in Open Council this 14th day of September, 2010.

READ a third time in Open Council and finally passed this 14th day of September, 2010.



MAYOR



CHIEF ADMINISTRATIVE OFFICER

BYLAW NO. 1610

**BYLAW NO. 1610 , OF KNEEHILL COUNTY, IN THE PROVINCE OF ALBERTA,
BEING A BYLAW TO ADOPT THE TOWN OF THREE HILLS / KNEEHILL COUNTY
INTER-MUNICIPAL DEVELOPMENT PLAN**

WHEREAS, Section 631(1) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta, provides that two or more Councils may, by each passing a Bylaw, adopt an Inter-municipal Development Plan;

AND WHEREAS, Council deems it desirable to adopt an Inter-municipal Development Plan with the Town of Three Hills;

AND WHEREAS, notice of the proposed Bylaw and Public Hearing was given pursuant to Section 606(2) of the Municipal Government Act, being Chapter M-26 of the Statutes of Alberta;

AND WHEREAS, a Joint Public Hearing into the proposed Bylaw was scheduled for and held on Tuesday, September 14th, 2010 commencing at 5:30 p.m. at the Town of Three Hills Council Chambers;

NOW THEREFORE, the Municipal Council of Kneehill County duly assembled enacts as follows:

THAT THE TOWN OF THREE HILLS / KNEEHILL COUNTY INTER-MUNICIPAL DEVELOPMENT PLAN, AS ATTACHED AND FORMING PART OF THIS BYLAW BE ADOPTED.

READ a first time in Open Council this 22nd day of June, 2010.

READ a second time in Open Council this 14th day of September, 2010.

READ a third time in Open Council and finally passed this 14th day of September, 2010.



REEVE



CHIEF ADMINISTRATIVE OFFICER

1. INTRODUCTION

1.1 Purpose and Background

- 1) The neighbouring municipalities of Kneehill County (County) and the Town of Three Hills (Town) agreed to enter the process to jointly develop an inter-municipal development plan (IDP).

“The Town of Three Hills and Kneehill County wish to work together to promote the development of a vibrant community within the general geographic area. The municipalities wish to articulate their respective thoughts and ideas with regard to the development of new areas and prepare a conceptual strategy to outline how this partnership would provide short and long term win-win strategies”.

- 2) The Town and County have agreed to undertake the process for preparing and adopting, by bylaw, the IDP which will address the principles, policies and considerations outlined in this document.
- 3) The Town and County recognize that all municipalities are equals and have the right to growth and development. Both municipalities have agreed that a negotiated IDP is the preferred method of addressing inter-municipal issues within the IDP area and that it represents the best opportunity for a continuing cooperative working relationship between the two municipalities.
- 4) The municipal policy framework for the preparation of an IDP is contained within the County and Town Municipal Development Plans. The Town’s Municipal Development Plan identifies the need for inter-municipal planning and cooperation. Section 8 of the County’s Municipal Development Plan contains inter-municipal land use policies and supports the preparation of inter-municipal development plans around each urban municipality.
- 5) Nothing contained within this IDP is intended to nor shall be interpreted as fettering either Council’s discretion.

1.2 Goals of the IDP

- 1) The overall goals of the Kneehill County and Town of Three Hills Inter-municipal Development Plan are to:
 - a) Ensure orderly development, while protecting the area surrounding the Town for future expansion;
 - b) Establish a framework for attracting economic opportunities;
 - c) Improve opportunities to secure a long-term economic base for the region;
 - d) Ensure the municipalities are development ready and future oriented in their efforts to attract economic activity; and
 - e) Ensure that the municipalities are developed in a manner that is equitable and fair to the residents of the municipalities.

1.3 Enactment

- 1) The policies contained within the Kneehill County and Town of Three Hills Inter-municipal Development Plan Bylaw come into force once the County and the Town Council have given Third

Reading to this IDP Bylaw. The IDP Bylaw policies will only be applied to development and subdivision applications submitted after the effective date of the IDP Bylaw.

1.4 Duration

- 1) The IDP sets forth, in general terms, the strategic patterns for land uses, servicing and transportation policies as well as other mutually agreed to policy directions to the year 2020. While the IDP is meant to be a long range planning document, it is intended that regular monitoring, review and periodic amendments may be required for policies in the IDP to remain current with changing trends, technologies and growth within the region.
- 2) The IDP sets forth a process for amendment and repeal of this document when it is in the mutual interests of the County and the Town to do so.
- 3) A systematic review of the IDP shall be undertaken every three years from the date on which the IDP comes into effect.

1.5 Plan Area

- 1) The IDP area encompasses lands north, west, east and south of the present corporate limits of the Town of Three Hills as shown on Map 1 – Plan Area Boundaries. Property owners within the IDP area, adjacent property owners, residents of the Town and other interested parties have been consulted during the IDP planning process.
- 2) The IDP area encompasses lands identified as the Urban Fringe Area and Referral Area as defined in Section 1.9 of this Plan.

1.6 Enabling Legislation

- 1) The contents of an Inter-municipal Development Plan are outlined in Section 631 of the Municipal Government Act which reads:

“631(1) Two or more councils may, by each passing a bylaw in accordance with this Part or in accordance with section 12 and 692, adopts an inter-municipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.

- (2) *An inter-municipal development plan*

(a) may provide for: (i) the future land use within the area, (ii) the manner of and the proposals for future development in the area, and (iii) any other matter relating 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.

- 2) The procedure for adopting an inter-municipal development plan is described in Section 692 of the Municipal Government Act.

1.7 Guiding Principles

- 1) Maintain an open, fair and honest communication between the two municipalities and affected stakeholders.
- 2) Recognize the need for urban expansion of the Town and the need for orderly, timely and agreed upon annexation within the proposed IDP area.
- 3) Determine compatible and complementary land uses within the IDP area while ensuring proposed land uses and development do not unduly interfere or conflict with future urban expansion of the Town or growth of the County.
- 4) Continue to pursue regional economic and tourism development initiatives that would attract investment and create employment opportunities for the area.
- 5) Work in consultation with Alberta Transportation to plan and develop a regional transportation network of roadways, truck and dangerous good routes that is safe, efficient and economic.
- 6) Cooperate to establish effective policies and standards for roads and trails within the IDP area.
- 7) Identify ways of linking and integrating parks, trails and open spaces between the two municipalities.
- 8) Establish strategies and standards for stormwater management that reflect the best management practices to control the peak flow rates and water quality.
- 9) Establish strategies and sequences for the extension of water distribution and sanitary sewer collection networks into the IDP area.
- 10) Provide for effective plan administration as part of the IDP that could include referrals for development, subdivision, redistricting applications, and amendments to statutory plans.
- 11) Provide a timeline for plan review amendment to ensure compliance.
- 12) Provide mechanisms for dispute resolution.
- 13) Provide mechanisms for plan implementation and enforcement.
- 14) Provide a mechanism for amendment and repeal of the plan

1.8 Public Engagement

- 1) In accordance with Section 692 of the Municipal Government Act, Councils must take measures to involve the public prior to adopting an Inter-municipal Development Plan. Several opportunities and methods have been used to carry out effective public engagement. In summary they include:

- Media releases to facilitate project awareness;
- Mailings to affected property owners, adjacent residents and other stakeholders;
- A public information session was held with affected landowners and other stakeholders within the IDP boundaries. Comment sheets and a survey were provided to encourage feedback.
- A combined Public Hearing held before Kneehill County and the Town of Three Hills Councils to allow all parties to make representations on the IDP.

1.9 Definitions

- 1) All the terms and meanings in this IDP shall carry their normal definitions unless otherwise defined herein:

“area structure plan” means a statutory plan, adopted by bylaw, which provides a policy framework for subsequent redesignation, subdivision and development of a specified area of land in the municipality pursuant to Section 663 of the *Municipal Government Act*.

“confined feeding operation” is an agricultural operation as defined within the *Agricultural Operations Practices Act*.

“development” means an activity taking place on a parcel as defined pursuant to the *Municipal Government Act*.

“farmstead separation” means a subdivision of an existing building and related improvements as defined within the *Kneehill County Land Use Bylaw*.

“fragmented parcel” means a subdivision of a parcel of land that is separated from the balance of the remainder of the parcel as defined within the *Kneehill County Municipal Development Plan*.

“joint planning area” are lands within the plan area that the County will refer to the Inter-municipal Planning Commission for comment on proposed development activities, to ensure that developments are compatible with plan policies.

“mixed business” means a use involving clean light industrial or commercial activities or public use activities.

“multi-lot country residential subdivisions” shall be considered to be any subdivision which will create two or more lots in addition to the remnant parcel on a quarter section.

“referral area” are lands within the plan area that the County will refer to the Town for comment on proposed development activities, to ensure that developments are compatible with the growth of the Town.

“urban Fringe Area” means lands where growth patterns remain as anticipated, will be the primary growth area and the priority area for future annexations by the Town.

“utility services” means a parcel serviced with municipal water and sewer services.

1.10 Plan Organization

- 1) The Kneehill County and the Town of Three Hills Inter-municipal Development Plan has been organized into three sections:
 - a) **SECTION 1.0 INTRODUCTION** includes the purpose and background, goals of the IDP, enactment, duration, description of the plan area, enabling legislation, guiding principles, public engagement process and key definitions.
 - b) **SECTION 2 PLAN POLICIES** includes the plan area, land use concept, utility and stormwater management policies; transportation policies; environmental protection, recreation and open space, infrastructure corridors; oil and gas infrastructure; and economic development.
 - c) **SECTION 3 PLAN ADMINISTRATION AND IMPLEMENTATION** includes adoption process, approving authorities, plan amendments, establishment of the inter-municipal planning committee, establishment of the inter-municipal planning commission, establishment of inter-municipal subdivision and development appeal board, plan review, plan termination/repeal, annexation, dispute resolution, and correspondence.

2. PLAN POLICIES

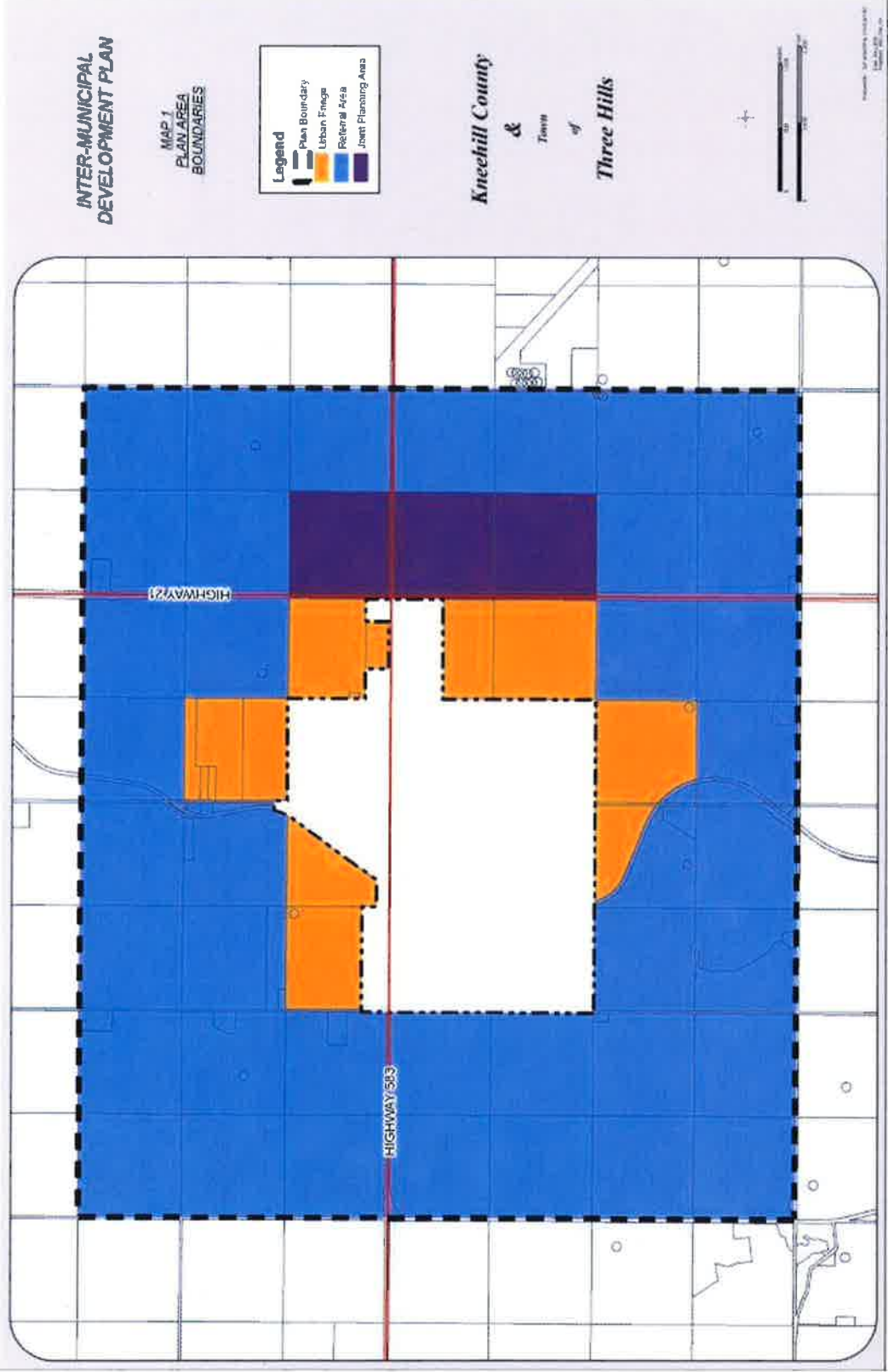
2.1 Plan Area

Goal – To protect the lands identified as the Urban Fringe Area from fragmented un-serviced development; to encourage collaborative planning within the remaining IDP lands identified as the Referral Area; and to minimize premature subdivision activity within the agricultural area surrounding the Town.

- 1) General IDP Policies:
 - a) Confined feeding operations requiring registrations or approvals and manure storage facilities requiring authorization under the Agricultural Operations Practices Act shall not be allowed within the Plan Area.
 - b) Any disputes shall be dealt with through the procedure outlined within Section 3.9 and 3.10 of this **Plan**.
- 2) Urban Fringe Area Policies:
 - a) The Urban Fringe Area will consist of lands identified as the “Urban Fringe Area” identified on Map 1, Plan Area Boundaries.
 - b) All subdivision and discretionary use development permit applications within the Urban Fringe that normally require the approval of the County Subdivision and Development Authority, will be referred to an Inter-municipal Planning Commission for decision.

- c) All rezoning applications will be referred to the Town for review and to provide a recommendation to County Council respecting same.
 - d) An Area Structure Plan, or at the discretion of the Intermunicipal Planning Commission an Outline Plan, shall be required within the Urban Fringe Area where:
 - i) The subject lands are within 0.8 kilometres of Highways 21 and 583; or
 - ii) The subdivision of the subject lands will result in the creation of a parcel or parcels for residential purposes and, combined with previously subdivided parcels, total three (3) or more parcels on the quarter section.
 - iii) The subdivision of the subject lands will result in the creation of a parcel or parcels for mixed business purposes.
 - e) Farmstead separation and fragmented parcel subdivisions shall be permitted within the Urban Fringe Area pursuant to the County's Municipal Development Plan and Land Use Bylaw.
 - f) Multi-lot country residential subdivisions may be permitted within the Urban Fringe Area subject to the property owner meeting, to the satisfaction of the Inter-municipal Planning Commission, the density provisions of the County's Country Residential Land Use District, being five (5) parcels per quarter section at between 0.5 acres and 4.0 acres per parcel. Notwithstanding, country residential development must be clustered so as make efficient use of land.
 - g) Multi-lot mixed business subdivisions may be permitted within the Urban Fringe Area subject to the property owner meeting, to the satisfaction of the Inter-municipal Planning Commission, the density provisions of the County's Light Industrial or Highway Commercial Land Use District.
 - h) The planning process in the Urban Fringe Area will be a cooperative effort between the Town and the County. The Town and County planning departments will work together to ensure that the development is compatible with the future growth patterns of the Town.
- 3) Joint Planning Area Policies:
- a) The Joint Planning Area is those lands within the County identified as Joint Planning Area on Map 1, Plan Area Boundaries.
 - b) All subdivision and development permit applications, Land Use Bylaw amendments and Area Structure Plans within the Joint Planning Area shall be referred to the Town for comment and recommendation.
 - c) The planning process in the Joint Planning Area will be a cooperative effort between the Town and the County. The Town and County planning departments will work together to ensure that the development is compatible with the future growth patterns of the Town.
 - d) Should a development or subdivision be created within the Joint Planning Area which will require utility services from the Town, the County will support a future annexation of these lands to be Town.
 - e) Any disputes shall be dealt with through the procedures outlined within the Inter-municipal Development Plan.

Map 1 – Plan Area Boundaries



4) Referral Area Policies:

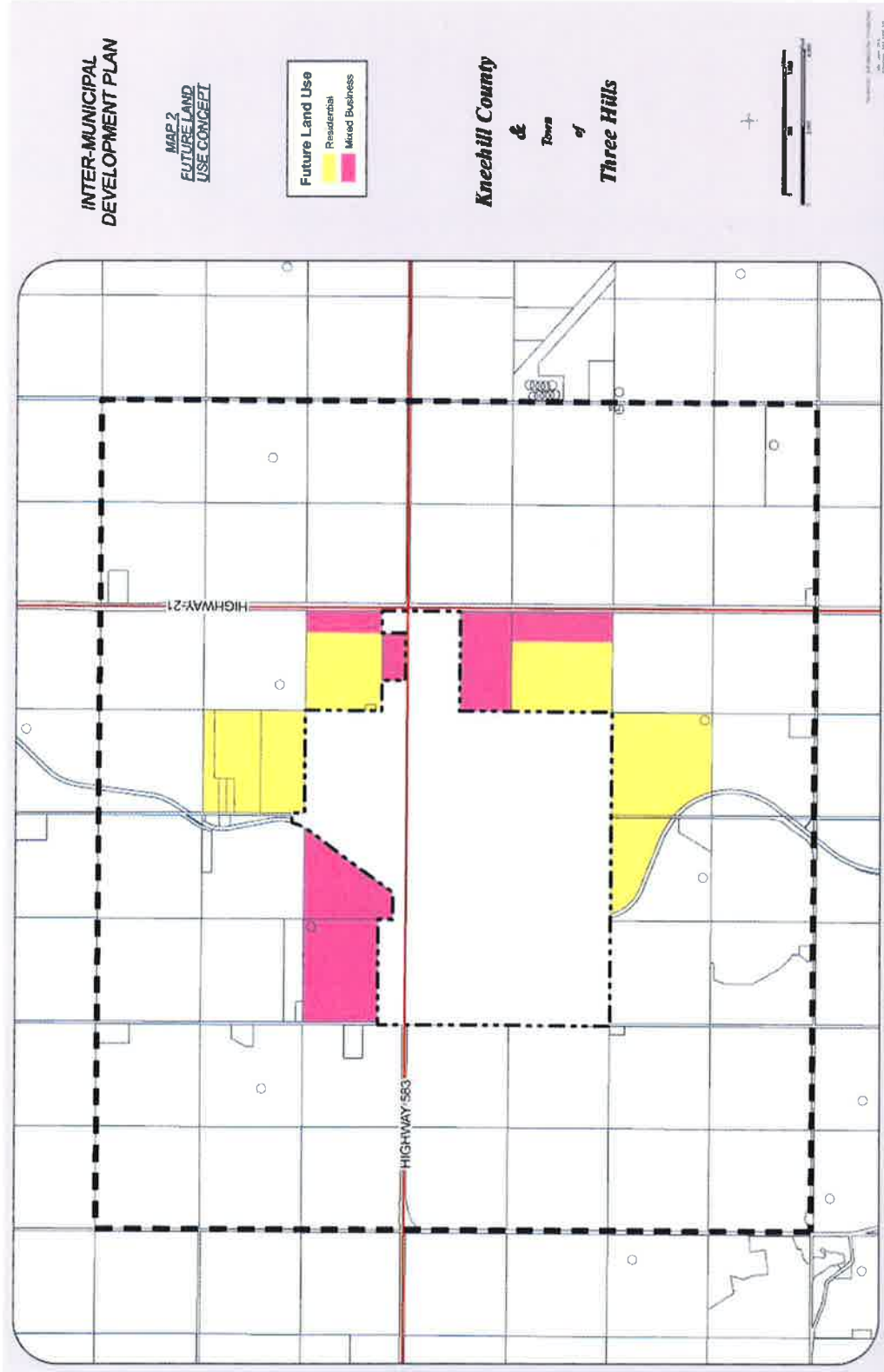
- a) The Referral Area will consist of lands identified as the “Referral Area” identified on Map 1, Plan Area Boundaries.
- b) All subdivision and discretionary use development permit applications, Land Use Bylaw amendments and Area Structure Plans within the Referral Area will be referred to the Town for comment. The County’s Subdivision and Development Authority remains the approving authority for all matters relating to land use within the Referral Area.
- c) Development standards will be applied by the County to ensure that development is compatible with the existing and long term growth patterns of the Town.

2.2 Land Use Concept

Goal – To ensure that future land uses allowed within the Urban Fringe Area and Referral Area are compatible with the future growth patterns of the Town.

- 1) Kneehill County agrees that all development within the Urban Fringe Area and Referral Area will be planned to minimize the impact on the growth of the Town.
- 2) Urban Fringe Area Land Use Policies:
 - a) In considering subdivision and development proposals in the Urban Fringe Area, the Inter-municipal Planning Commission will ensure the proposed subdivision and/or development conforms to the intent of the Map 2 Future Land Use Concept and the land use policies contained herein.
 - b) Residential and mixed business areas identified in Map 2 shall be used predominantly for these purposes over the long term. Agricultural, local commercial (within residential areas), open space, recreational, institutional and resource extraction industrial uses may also be present based on the detailed land use concept of an approved area structure plan.
 - c) Proposed developments shall not negatively affect the appearance of entrance corridors to the Town.
- 3) Joint Planning Area and Referral Area Land Use Policies:
 - a) All land use matters within the Referral Area shall be dealt with in accordance with the ***Kneehill County Municipal Development Plan*** and ***Kneehill County Land Use Bylaw***.
 - b) In considering development applications in the Referral Area, the County’s Subdivision and Development Authority will ensure the proposed development conforms to the intent of the Map 2 Future Land Use Concept.

Map 2 – Future Land Use Concept



2.3 Utility and Stormwater Management Policies

Goal – The lands within the Urban Fringe Area will be developed to ensure these lands can be serviced and include suitable stormwater management systems.

1) Plans Required:

- a) Within the Urban Fringe Area, Area Structure Plans shall be accompanied by the preparation of the following:
 - i) Water and Wastewater Servicing Plans; and a
 - ii) Stormwater Management Plan.

2) Utility Services:

- a) Kneehill County agrees that all residential and mixed business subdivisions created in the Urban Fringe Area must be designed for services and, further, that a deferred services caveat shall be required. .
- b) Staged servicing solutions for water and sanitary services may be permitted, provided that they meet Provincial regulations. On an interim basis, developments may be served with on-site systems in accordance with the Safety Codes Act, until such time as water and wastewater transmission lines are extended to the area, and subject to the developer entering into a deferred servicing agreement with the County and/or Town.
- c) For developments located within the Urban Fringe Area requiring or proposed to require water and/or wastewater services from the Town, the County will submit the relevant portions of the development agreement, including full details on the water and wastewater servicing standards and anticipated volumes, for the Town's approval.
- d) The Town, subject to available capacity, payment of the user fees and Alberta Environment approval, agrees to accept, from County residents and developments, wastewater from holding tanks that complies with the standards set by the Town.
- e) The Town and County recognize that developments within the County may require servicing from the Town. In the event that servicing is required from the Town, the Town and County will enter into the appropriate servicing agreement.

3) Stormwater Management:

- a) Provisions should be made to control stormwater runoff to predevelopment rates. The number of stormwater management facilities in the Urban Fringe Area should be minimized in order to control ongoing operational and maintenance costs and consumption of developable lands.

- b) Best management practices should be utilized as measures to control stormwater quality. Incorporation of stormwater management facilities with natural areas may benefit the area as a whole. Existing water bodies could be utilized or integrated into stormwater management plans.

2.4 Transportation Policies

Goal – The Town and County will work together and in partnership with the Province in the continual development and maintenance of a safe and efficient transportation network within the IDP area.

- 1) The Town and County will work together and with Alberta Transportation to ensure a safe and efficient transportation network is developed and maintained within the IDP Area.
- 2) When subdivisions are approved in the IDP area, all right-of-way requirements will be secured to ensure that long-term transportation and road plans can be implemented when warranted.
- 3) Developers will be required to construct all roads to County standards which exist at the time of subdivision.
- 4) As a part of the Area Structure Plan process, Alberta Transportation may require the development of a Traffic Impact Assessment for any subdivision within 0.8 kilometres of Highways 21 and 583.
- 5) The Inter-municipal Planning Commission will be the forum used to discuss issues relating to transportation that affects both municipalities.

2.5 Environmental Protection, Recreation and Open Space

Goal – The municipalities will continue to protect and enhance existing open spaces that include those open spaces adjacent to the river system.

- 1) Land suitable for Environmental Reserve (ER), in accordance with the provisions of the **Municipal Government Act** may be identified at the subdivision application stage and be dedicated as an Environmental Reserve parcel, and Environmental Reserve Easement or a Conservation Easement.
- 2) The Inter-municipal Planning Commission, when approving subdivisions within the Urban Fringe Area, shall take Municipal Reserves in accordance with the Municipal Government Act.
- 3) Through the **Kneehill County Land Use Bylaw**, appropriate development setbacks from water bodies and watercourses shall be enforced.
- 4) Both municipalities shall recognize and enhance the wide diversity of recreation opportunities and seek to identify future sharing opportunities.

2.6 Infrastructure Corridors

Goal – The municipalities will work together to ensure to ensure that utility corridors are planned, constructed, and maintained.

- 1) The Town and County acknowledge that the future development within the IDP area is dependent on access to water and wastewater services, and the Town and County agree to work together to ensure the corridors for these services are protected.
- 2) The Inter-municipal Planning Commission will be the forum used to discuss issues relating to utility corridors.

2.7 Oil and Gas Infrastructure

Goal – The municipalities will work with the oil and gas industry to ensure that resource infrastructure does not negatively impact future development within the IDP area.

- 1) The Town and County will work with the oil and gas industry to ensure that the orderly development of the Plan area is not unduly restricted by the development of oil and gas infrastructure, including pipelines.
- 2) The Inter-municipal Planning Commission will be the forum used to discuss issues relating to oil and gas infrastructure.

2.8 Economic Development

Goal – To promote, develop and enhance infrastructure in order to increase business activity in the region.

- 1) The municipalities will explore the potential to work together to develop and implement a mutually beneficial marketing and business attraction and retention strategy.
- 2) The municipalities have agreed to work together to promote and support economic development that is good for both municipalities. Land use policies will be developed that will support and encourage a cooperative effort in support of economic development.

3. PLAN ADMINISTRATION AND IMPLEMENTATION

3.1 Adoption Process

- 1) The Inter-municipal Development Plan shall be adopted by bylaw by the Town and the County in accordance with the Municipal Government Act.
- 2) The Town's adopting bylaw will specify that although the Town adopts the policies and objectives of the plan, the Town has no legal jurisdiction for lands in the Plan area which are outside of the boundaries of the Town.
- 3) Any amendments to the Municipal Development Plans and Land Use Bylaws of the Town and County required to implement the policies of the Inter-municipal Development Plan should occur simultaneously with the adoption of the plan.

3.2 Approving Authorities

- 1) All the statutory plans impacting the Plan area shall be made consistent with this Plan.
- 2) The County shall be responsible for the administration and decisions on all statutory plans, land use bylaws, and amendments thereto.

3.3 Plan Amendments

- 1) An amendment to this Plan may be proposed by either municipality. An amendment to the Plan proposed by a landowner shall be made to the municipality in which the subject land is located.
- 2) An amendment to this Plan has no effect unless adopted by both municipalities by bylaw in accordance with the Municipal Government Act.

3.4 Intermunicipal Planning Committee

- 1) An Inter-municipal Committee consisting of two (2) Councilors and one (1) Staff member from each municipality will be established to provide the following duties:
 - a) Plan Review;
 - b) Plan Termination/Repeal; and
 - c) Dispute Resolution.

3.5 Inter-municipal Planning Commission

- 1) An Inter-municipal Planning Commission consisting of two representatives from each municipality, who will be appointed by the Municipal Councils, will be established to provide Municipal Planning Commission functions within the Urban Fringe Area ;
- 2) All subdivision and discretionary use development permit applications within the Urban Fringe area which would normally require the approval of the County's Subdivision and/or Development Authority will be referred to an Inter-municipal Municipal Planning Commission for consideration.
- 3) The Inter-municipal Planning Commission will have all of the powers of the County's Subdivision and/or Development Authority as it relates to the land included in the Urban Fringe Area.
- 4) The Inter-municipal Planning Commission will also meet to discuss issues of mutual concern that relate to the Inter-municipal Development Plan. All area structure plans and land use bylaw amendments will be referred to the Inter-municipal Planning Commission for their review and comment.
- 5) The County shall take the steps necessary to put in place a bylaw to create the Inter-municipal Planning Commission to delegate subdivision and discretionary use development permits, approval authorities to the Inter-municipal Planning Commission.

3.6 Inter-municipal Subdivision and Development Appeal Board

- 1) The Town and County shall enter into an agreement to form an Inter-municipal Subdivision and Development Appeal Board that will deal with all subdivision and development appeals within the Urban Fringe area identified in the Inter-municipal Development Plan.
- 2) The functions and duties, the membership, and the procedural conduct will be agreed to by both Councils and set out in the agreement. Councils will adopt the appropriate bylaw authorizing the Inter-municipal Subdivision and Development Appeal Board. The Board will be comprised of two members appointed by each Council.

3.7 Plan Review

- 1) The Plan will be formally reviewed by an Inter-municipal Committee once every three years, beginning in 2013 in order to confirm or recommend amendment of any particular policy contained herein. The Committee will prepare recommendations for consideration by the municipal councils.

3.8 Plan Termination/Repeal

- 1) After ten years from the date of the final approval of the Inter-municipal Development Plan, either municipality may initiate the process to terminate/repeal the plan.

- 2) The following procedure to the repeal the Plan shall be followed:
 - a) The Town or County may give the other municipality written notice of its intention to repeal the plan.
 - b) Within thirty days of the written notice, the Inter-municipal Planning Committee meeting shall be convened.
 - c) Following the Inter-municipal Planning Committee meeting, the municipality initiating the repeal procedure may either withdraw its intention to repeal the Plan by giving written notice to the other municipality or proceed to consider a bylaw in accordance with the Municipal Government Act to repeal the plan.
 - d) Once one municipality has passed a bylaw to repeal the Plan the other municipality shall also proceed to pass a bylaw repealing the plan.
 - e) In the event the Plan is repealed, the Town and County shall amend their Municipal Development Plans respectively to address the inter-municipal issues in accordance with the Municipal Government Act. Should these required amendments not satisfy the neighbouring municipality the matter may be appealed to the Municipal Government Board.
 - f) Should the Plan be repealed all other agreements relating to developments in the Plan Area will continue to be in force, unless otherwise stipulated in the agreements.

3.9 Annexation

- 1) The County recognizes and agrees that the Town will need additional land to grow and will support annexations that will provide for 20 years of projected growth within the boundaries of the Town.
- 2) The annexation process may be initiated by the Town through the preparation of a Growth Study and in accordance with the Municipal Government Act.
- 3) The Town and County will endeavour to reach an inter-municipal agreement on the annexation prior to submitting the annexation to the Municipal Government Board.

3.10 Dispute Resolution

- 1) The Town and County agree that disputes relating to the Inter-municipal Development Plan shall be restricted to the following:
 - a) Lack of agreement on proposed amendments to the plan;
 - b) Lack of agreement on any proposed statutory plan, land use bylaw or amendment to either located within or affecting the Plan area; or

- c) Lack of agreement on an interpretation of this plan.
- 2) Lack of agreement pursuant to s. 3.10(1)(a) or (b) is defined as a statutory plan, land use bylaw or amendment to either which is given first reading by a Council which the other Council deems to be inconsistent with the policies of this Plan or detrimental to their planning interests as a municipality.
- 3) A dispute shall be limited to the decisions on the matters listed in 3.10(1). Any other appeal shall be made to the appropriate approving authority or appeal board that deals with that issue.
- 4) The dispute resolution process may only be initiated by Town or County Councils.
- 5) Identification of a dispute and the desire to go through the dispute resolution process may occur at any time regarding a 3.10(1) (c) dispute matter and may only occur within 30 calendar days of a decision made pursuant to 3.10(2). Once either municipality has received written notice of a dispute, the dispute resolution process must be started within 15 calendar days of the date the written notice was received, unless both Chief Administrative Officers agree otherwise.
- 6) In the event the dispute resolution process is initiated the municipality having authority over the matter shall not give any further approval in any way until the dispute has been resolved or the mediation process has been concluded.
- 7) In the event mediation does not resolve the dispute, the Municipality may proceed to adopt the bylaw and in accordance with the Municipal Government Act, the other municipality will have the right to appeal to the Municipal Government Board.

3.11 Dispute Resolution Process

- 1) Stage 1 Administrative Review - The Chief Administrative Officers of both municipalities will meet in an attempt to resolve the issue first. Failing resolution, the dispute will then be referred to the Inter-municipal Planning Committee. In the event a resolution is not achieved by the 30th day following the first meeting of the Chief Administrative Officer of both Municipalities, either municipality may refer the dispute to the Inter-municipal Planning Committee.
- 2) Stage 2 Inter-municipal Planning Committee Review – The Committee will convene to consider and attempt to resolve the dispute. Failing resolution, the dispute will then be referred to mediation. In the event a resolution is not achieved by the 30th day following the first meeting of the Inter-municipal Planning Committee, either municipality may refer the dispute to the Mediation.
- 3) Stage 3 Mediation – The services of an independent mediator will be retained, with the mediator to present a written recommendation to both Councils. The costs of mediation shall be shared equally between the Town and County.
- 4) Stage 4 Municipal Government Board – In the event the mediation process does not resolve the dispute, the Municipality may proceed to adopt the bylaw and in accordance with the Municipal Government Act, the other municipality will have the right to appeal to the Municipal Government Board.

3.12 Correspondence

1) Written notice under this Plan shall be addressed as follows:

a) In the case of Kneehill County to:

**Kneehill County
C/o Chief Administrative Officer
P.O. Box 400, Three Hills, AB T0M 2A0**

b) In the case of the Town of Three Hills to:

**Town of Three Hills
C/o Chief Administrative Officer
P.O. Box 610, Three Hills, AB T0M 2A0**

IN WITNESS WHEREOF the parties have affixed their corporate seals as attested by the duly authorized signing officers of the parties as of the first day above written.

KNEEHILL COUNTY




Reeve



Chief Administrative Officer

TOWN OF THREE HILLS



Mayor



Chief Administrative Officer