



CITY COUNCIL MEETING AGENDA

November 4, 2024

3:00 PM

Council Chambers, City Hall

ATTENDEES

Mayor J. Clayton, M. O'Connor, W. Pilat, G. Berg, W. Bosch, K. O'Toole, D. Bressey, C. Thiessen,
G. Blackmore

All City of Grande Prairie public meetings of Council are accessible to the public as a live stream broadcast through our website at: [Meeting Webcast / City of Grande Prairie \(cityofgp.com\)](https://www.cityofgp.com/MeetingWebcast)

Anyone wishing to attend to speak as a delegate must contact Legislative Services at AgendaAdmin@cityofgp.com to submit their presentations in advance. Delegates have the option of attending in person or via remote access.

1. CALL TO ORDER

2. NATIONAL ANTHEM

3. LAND ACKNOWLEDGEMENT

4. ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES

4.1 City Council Organizational Meeting

Recommendation:

Council adopt the minutes of the City Council Organizational meeting held October 21, as presented.

4.2 City Council Meeting

Recommendation:

Council adopt the minutes of the City Council meeting held October 21, as presented.

5. ADOPTION OF AGENDA

Recommendation:

Council adopt the Agenda as presented.

6. DELEGATIONS

6.1 Daniel Haggerty

7. REPORTS

7.1 Council Meeting Calendar 2024-2025

Recommendation:

Council approve the City of Grande Prairie Meeting Calendar for Council and Standing Committees for the period of October 21, 2024, to October 27, 2025, as presented.

8. COMMITTEE BUSINESS

8.1 Public & Protective Services Committee

Recommendation:

Council adopt the minutes of the Public & Protective Services Committee meeting held October 29, as presented.

1. Grande Prairie Public Library Bylaws and Membership

Recommendation:

Council accept the Grande Prairie Public Library amendment to Bylaws and Membership, as presented.

8.2 Operational Services Committee

Recommendation:

Council adopt the minutes of the Operational Services Committee meeting held October 29, as presented.

8.3 Investment & Strategy Committee

Recommendation:

Council adopt the minutes of the Investment & Strategy Committee meeting held October 29, as presented.

1. FCSSAA Annual General Meeting 2024 - Resolutions for Review and Voting Direction

Recommendation:

Council endorse the two FCSSAA resolutions which will be voted on at the FCSSAA AGM on November 15, 2024.

8.4 Financial & Administrative Services Committee

Recommendation:

Council adopt the minutes of the Financial & Administrative Services Committee meeting held October 29, as presented.

8.5 Council Committee of the Whole**Recommendation:**

Council adopt the minutes of the Council Committee of the Whole meeting held October 29, as presented.

9. **CORRESPONDENCE**10. **DELEGATION BUSINESS**11. **NOTICE OF MOTION**12. **RECESS**13. **DELEGATIONS**14. **UNFINISHED BUSINESS**15. **PUBLIC HEARINGS (6:00 PM)**15.1 Land Use Bylaw Amendment C-1260-1871. Call to Order2. Introduction by Administration

The proposed amendments would permit detached suites without requiring internal parking stalls, while regulating the maximum size and height to minimize impact on neighboring properties.

3. Presentations/ Submissions4. Close Public Hearing5. Business Arising from the Hearing**Recommendation:**

Council give three readings to Bylaw C-1260-187, being an amendment to the Land Use Bylaw.

16. **REPORTS**16.1 Bylaw C-1479 - Intermunicipal Development Plan**Recommendation:**

Council give three readings to Bylaw C-1479, being the Intermunicipal Development Plan.

17. **DELEGATION BUSINESS**18. **COUNCIL MEMBER REPORTS**19. **ADJOURNMENT**



**MINUTES OF THE CITY OF GRANDE PRAIRIE
ORGANIZATIONAL MEETING**

**October 21, 2024, 3:00 P.M.
Council Chambers, City Hall**

PRESENT	J. Clayton M. O'Connor W. Bosch (virtual) G. Berg D. Bressey C. Thiessen	Mayor Councillor Councillor Councillor Councillor Councillor
ABSENT	K. O'Toole W. Pilat G. Blackmore	Councillor Councillor Councillor
ALSO PRESENT	S. Bourke D. Whiteway B. Glavin D. Lemieux R. Tarant J. Freeman (virtual) L. Hanson	City Manager Chief Financial Officer Chief Operating Officer Chief Public & Protective Services Officer Chief of Staff, Interim City Solicitor City Clerk

1. CALL TO ORDER

The meeting was called to order at 3:10 p.m.

2. NATIONAL ANTHEM

3. LAND ACKNOWLEDGEMENT

4. REPORTS

4.1 Procedure Bylaw Amendment C-1299H

MOVED by M. O'Connor

Council give first reading to Bylaw C-1299H, being an amendment to the Procedure Bylaw.

CARRIED (6 to 0)

Bylaw C-1299H was read for the first time.

MOVED by M. O'Connor

Council give second reading to Bylaw C-1299H.

MOVED by D. Bressey

Council amend the bylaw under Schedule B, Item 2, to strike "at least three and no more than five" and insert "three".

CARRIED (6 to 0)

Vote on Main Motion as Amended.

CARRIED (6 to 0)

Bylaw C-1299H was read for the second time.

MOVED by M. O'Connor

Council have third reading of Bylaw C-1299H at this meeting.

CARRIED (6 to 0)

MOVED by M. O'Connor

Council give third reading to Bylaw C-1299H, being an amendment to the Procedure Bylaw, as amended.

CARRIED (6 to 0)

Bylaw C-1299H was read for the third time and finally passed.

4.2 Council Meeting Calendar and Member Appointments 2024-2025

MOVED by D. Bressey

Council:

1. Approve the appointments of Council members to the Standing Committees, Council Committees and Council Representatives as presented; and
2. Approve the Deputy Mayor schedule from October 21, 2024 to October 20, 2025, as presented.

CARRIED (6 to 0)

5. ADJOURNMENT

The meeting adjourned at 3:21 p.m.

Mayor

City Clerk



**MINUTES OF THE CITY OF GRANDE PRAIRIE
COUNCIL MEETING**

**October 21, 2024, 3:00 P.M.
Council Chambers, City Hall**

PRESENT	J. Clayton M. O'Connor G. Berg W. Bosch (virtual) D. Bressey C. Thiessen	Mayor Councillor Councillor Councillor Councillor Councillor
ABSENT	W. Pilat K. O'Toole G. Blackmore	Councillor Councillor Councillor
ALSO PRESENT	S. Bourke D. Whiteway B. Glavin D. Lemieux R. Tarant J. Freeman (virtual) L. Hanson J. Johnson A. Downing	City Manager Chief Financial Officer Chief Operating Officer Chief Public & Protective Services Officer Chief of Staff, Interim City Solicitor City Clerk Director of Planning & Development Senior Planner

1. CALL TO ORDER

The Mayor called the meeting to order at 3:23 p.m.

2. ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES

2.1 City Council Meeting

MOVED by M. O'Connor

Council adopt the minutes of the City Council meeting held October 7, as presented.

CARRIED (6 to 0)

2.2 City/County Joint Council Meeting

MOVED by D. Bressey

Council adopt the minutes of the City/County Joint Council Meeting held October 15, as presented.

CARRIED (6 to 0)

3. ADOPTION OF AGENDA

MOVED by M. O'Connor
Council adopt the Agenda as presented.

CARRIED (6 to 0)

4. DELEGATIONS

4.1 Jenny Stegmeier

Jenny Stegmeier, resident, was present to discuss the indoor recreation facility proposed for the City.

5. REPORTS

5.1 Upcoming Meetings

MOVED by M. O'Connor
Council approve Standing Committee meetings to take place on October 29 at 9:00 a.m., and a City Council meeting to take place on November 4 at 3:00 p.m.

CARRIED (6 to 0)

6. COMMITTEE BUSINESS

6.1 Council Committee of the Whole Meeting

MOVED by D. Bressey
Council adopt the minutes of the Council Committee of the Whole meeting held October 9, as presented.

CARRIED (6 to 0)

6.2 Strategy & Communication Services Committee

MOVED by C. Thiessen
Council adopt the minutes of the Strategy & Communication Services Committee meeting held October 15, as presented.

CARRIED (6 to 0)

6.2.1 Meeting Highlights

Councillor Thiessen provided highlights from the Strategy & Communication Services Committee meeting.

6.3 Financial & Administrative Services Committee

MOVED by M. O'Connor
Council adopt the minutes of the Financial & Administrative Services Committee meeting held October 15, as presented.

CARRIED (6 to 0)

6.3.1 Appointment of External Auditor

MOVED by M. O'Connor

Council appoint MNP LLP as the auditor for the City of Grande Prairie for a term of 5 years, with the option of two one-year extensions.

CARRIED (6 to 0)

6.3.2 Meeting Highlights

Councillor O'Connor provided highlights from the Financial & Administrative Services Committee meeting.

6.4 Invest GP Committee

MOVED by D. Bressey

Council adopt the minutes of the Invest GP Committee meeting held October 15, as presented.

CARRIED (6 to 0)

6.4.1 Meeting Highlights

Councillor Bressey provided highlights from the Invest GP Committee meeting.

6.5 Operational Services Committee

MOVED by C. Thiessen

Council adopt the minutes of the Operational Services Committee meeting held October 15, as presented.

CARRIED (6 to 0)

6.5.1 Meeting Highlights

Councillor Thiessen provided highlights from the Operational Services Committee meeting.

7. CORRESPONDENCE

8. DELEGATION BUSINESS

8.1 Jenny Stegmeier

MOVED by C. Thiessen

Council receive this presentation for information.

CARRIED (6 to 0)

9. NOTICE OF MOTION

10. RECESS

The meeting recessed from 3:55 p.m. to 6:00 p.m.

11. DELEGATIONS (6:00 PM)

11.1 Grande Prairie Climbing Association

Christopher Dart and Matthew Vavrek, representatives of the Grande Prairie Climbing Association, were present to discuss the opportunity for a climbing gym in the City.

12. UNFINISHED BUSINESS

13. PUBLIC HEARINGS

13.1 Rezoning from CA - Commercial Arterial to DC-37 Direct Control District

13.1.1 Call to Order

The Public Hearing was called to order at 6:20 p.m.

13.1.2 Introduction by Administration

J. Johnson, Director of Planning & Development, and A. Downing, Senior Planner, presented Council with proposed amendments to The Arbour Hills Area Structure Plan, Trader Ridge Outline Plan, and Land Use Bylaw. The proposed amendments will allow for medium to high-density residential development, including multi-attached dwellings or apartment buildings with a maximum height of 8 storeys.

13.1.3 Presentations/ Submissions

Randy Glenn, representative of the applicant, was present to speak in favour of the proposed amendments.

13.1.4 Close Public Hearing

The Public Hearing closed at 6:36 p.m.

13.1.5 Business Arising from the Hearing

MOVED by C. Thiessen

Council give first reading to Bylaw C-1212I, being an amendment to the Arbour Hills Area Structure Plan.

CARRIED (6 to 0)

Bylaw C-1212I was read for the first time.

MOVED by C. Thiessen

Council give second reading to Bylaw C-1212I.

CARRIED (6 to 0)

Bylaw C-1212I was read for the second time.

MOVED by C. Thiessen

Council have third reading of Bylaw C-1212I at this meeting.

CARRIED (6 to 0)

MOVED by C. Thiessen

Council give third reading to Bylaw C-1212I, being an amendment to the Arbour Hills Area Structure Plan.

CARRIED (6 to 0)

Bylaw C-1212I was read for the third time and finally passed.

MOVED by C. Thiessen

Council give first reading to Bylaw C-1307A, being an amendment to the Trader Ridge Outline Plan.

CARRIED (6 to 0)

Bylaw C-1307A was read for the first time.

MOVED by C. Thiessen

Council give second reading to Bylaw C-1307A.

CARRIED (6 to 0)

Bylaw C-1307A was read for the second time.

MOVED by C. Thiessen

Council have third reading of Bylaw C-1307A at this meeting.

CARRIED (6 to 0)

MOVED by C. Thiessen

Council give third reading to Bylaw C-1307A, being an amendment to the Trader Ridge Outline Plan.

CARRIED (6 to 0)

Bylaw C-1307A was read for the third time and finally passed.

MOVED by C. Thiessen

Council give first reading to Bylaw C-1260-186, being an amendment to the Land Use Bylaw.

CARRIED (6 to 0)

Bylaw C-1260-186 was read for the first time.

MOVED by C. Thiessen

Council give second reading to Bylaw C-1260-186.

CARRIED (6 to 0)

Bylaw C-1260-186 was read for the second time.

MOVED by C. Thiessen

Council have third reading of Bylaw C-1260-186 at this meeting.

CARRIED (6 to 0)

MOVED by C. Thiessen

Council give third reading to Bylaw C-1260-186, being an amendment to the Land Use Bylaw.

CARRIED (6 to 0)

Bylaw C-1260-186 was read for the third time and finally passed.

MOVED by D. Bressey

Council direct Administration to bring report back to the appropriate Standing Committee with budget and schedule impacts on expanding conventional transit into the Trader Ridge neighbourhood.

CARRIED (6 to 0)

14. DELEGATION BUSINESS

14.1 Grande Prairie Climbing Association

MOVED by D. Bressey

Council direct the Mayor to write a letter of support for the Grande Prairie Climbing Association.

CARRIED (6 to 0)

15. COUNCIL MEMBER REPORTS

Councillor Bressey highlighted a Police Commission Policy & Governance Subcommittee meeting, a Policing Committee meeting, the swearing in of new GPPS Experienced Officers, the City/County IDP Joint Public Hearing, the Intermunicipal Collaboration Committee meeting, and the Recreation Cost Sharing negotiations with the County.

Councillor Bosch highlighted the Invest GP Mixer for Children's Health & Education, the Storm Board meeting, the Sport Connection Board meeting, and the Support the Girls event.

Councillor Thiessen highlighted the CABH meeting, the Invest GP Mixer for Children's Health & Education, the International Day for the Eradication of Poverty event, the Northwestern Polytechnic President's Ball, and the Alberta Seniors & Community Housing Association North Zone meeting.

Councillor Berg highlighted the Invest GP Mixer for Children's Health & Education, an education program hosted by Indigenous Tourism Alberta, and the Northwestern Polytechnic President's Ball.

Councillor O'Connor highlighted the City/County IDP Joint Public Hearing, the Invest GP Mixer for Children's Health and Education, the stakeholder meeting with AltaGas, the Recreation Cost Sharing negotiations with the County, the International Day for the Eradication of Poverty event, and the Northwestern Polytechnic President's Ball.

Mayor Clayton highlighted the Invest GP Mixer for Children's Health & Education, the stakeholder meeting with AltaGas, the CAREERS: The Next Generation event, the Proclamation for Probus month, the update with Maskwa Medical Centre, the Support the Girls event, a meeting with the Northwestern Polytechnic President, the City/County IDP Joint Public Hearing, and interview on the Cross Border Podcast, the Intermunicipal Collaboration Committee meeting, the Recreation Cost Sharing negotiations with the County, the Mid-Sized Cities Mayor's Caucus, the meeting with

Brownlee, a meeting with various Ministers, MLAs, and the Premier, an interview with Print Media, the Northwestern Polytechnic President's Ball, and a call with the Community Rail Advocacy Alliance.

16. ADJOURNMENT

The Mayor provided Council with an award in recognition of their commitment to diversity and inclusion during Black History Month.

The Mayor declared the meeting adjourned at 7:09 p.m.

Mayor

City Clerk

Delegation Request Form

Please submit completed form to agendaadmin@cityofgp.com

[Clear Form](#)
[Print Form](#)

This form is being requested to be addressed in:

<input type="checkbox"/> City Council: (specify)	<input type="checkbox"/> 3:00 p.m.	<input type="checkbox"/> 6:00 p.m.
<input type="checkbox"/> Committee Meeting: (specify)	<input type="checkbox"/> Financial & Administrative Services	<input type="checkbox"/> Invest GP
	<input type="checkbox"/> Operational Services	<input type="checkbox"/> Public & Protective Services
	<input type="checkbox"/> Strategy & Communication Services	
<input type="checkbox"/> Meeting Type: (specify)	<input type="checkbox"/> Remote Access	<input type="checkbox"/> In Person
Date of Appearance	November 4, 2024	*To view the meeting schedule calendar online, please visit our Agenda, Meetings, Minutes page .

Contact Information

Name	Daniel Haggerty		
Address	██████████	City	Grande Prairie
Province	Alberta	Postal Code	██████████
Phone	██████████	Email	██████████

Topic of Discussion

Please describe in 3 sentences or less:

The city approved an apartment complex in my neighbourhood without doing proper consult amongst the community (Arbour Hills). Signs the developer placed were facing away from sidewalks/roads. Developer sent notice to another developer only, not the community at large.

What change would you like to see as a result of this meeting?

City should have clear guidelines on signs and make sure that developers follow. Letters to those affected should be larger than 60m. Developers are purposefully making these things hard to find out about. Those affected are not notified, suprised. I would like the public consult on this development redone.

Please attach any supporting documents/photos upon submitting your completed form.

2024 MEETING CALENDAR COUNCIL & STANDING COMMITTEES OF COUNCIL

OCTOBER

S	M	T	W	T	F	S
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NOVEMBER

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Council Meetings and Council Committee Of Whole are held in the First Floor Council Chambers at City Hall

- Council Meetings:**
Part 1 - 3:00 p.m. Part 2 - 6:00 p.m.
- Council Committee Of Whole (CCW):**
1:30 p.m.
- Organizational Meeting:**
October 21, 3:00 p.m.
- Council Breaks:**
December 23, 2024 – January 3, 2025 (inclusive)

Standing Committee meetings are held in the First Floor Council Chambers at City Hall

- Standing Committees:**
9:00 a.m.
 - Financial and Administrative Services Committee
 - Investment and Strategy Committee
 - Operational Services Committee
 - Public and Protective Services Committee
- Budget Meetings:** November 13 – 15

2025 MEETING CALENDAR COUNCIL & STANDING COMMITTEES OF COUNCIL

JANUARY

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OCTOBER

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NOVEMBER

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DECEMBER

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Council Meetings and Council Committee Of Whole are held in the First Floor Council Chambers at City Hall

Standing Committee meetings are held in the First Floor Council Chambers at City Hall

Council Meetings:

Part 1 - 3:00 p.m. Part 2 - 6:00 p.m.

Council Committee Of Whole (CCW): 1:30 p.m.

Council Breaks: January 1-3; August 5-15; December 22-31)

Budget Meetings: November 19 – 21 tentative dates

Federation of Canadian Municipalities Convention: May 29 – June 1

Alberta Municipalities Convention: November 12 – 14

Council Orientation and Training: October 28 – November 7

Standing Committees: 9:00 a.m.

- Financial and Administrative Services Committee
- Investment and Strategy Committee
- Operational Services Committee
- Public and Protective Services Committee

Oath of Office and Organizational Meeting: October 27

Municipal Election:

Nomination Day, September 22 and Election Day, October 20

Note: November 4-December 16, 2025 are tentative meeting dates.



**MINUTES OF THE CITY OF GRANDE PRAIRIE
PUBLIC & PROTECTIVE SERVICES COMMITTEE**

**October 29, 2024, 9:00 A.M.
Council Chambers, City Hall**

MEMBERS PRESENT	G. Blackmore W. Bosch (virtual) G. Berg J. Clayton (virtual)	Deputy Chair Committee Chair Councillor Mayor
ALSO PRESENT	M. O'Connor (virtual) K. O'Toole W. Pilat S. Bourke D. Lemieux D. Whiteway B. Glavin R. Tarant J. Freeman (virtual) A. Van Beekveld M. VanWerkhoven D. Lakusta S. Cajolais K. Biberdorf S. Paterson	Councillor Councillor Councillor City Manager Chief Public & Protective Services Officer Chief Financial Officer Chief Operating Officer Chief Strategy Officer, Interim City Solicitor Council Committee Coordinator Fire Chief Chief of Police Executive Director of Recreation & Culture Director of Sports Development, Wellness & Culture Community Recreation Manager

1. CALL TO ORDER

The meeting was called to order at 9:01 a.m.

2. LAND ACKNOWLEDGEMENT

3. ADOPTION OF AGENDA

Mayor Clayton was not present for this motion.

MOVED by G. Berg

Committee adopt the agenda as amended to move Item 5.3 before Item 5.1.

CARRIED (3 to 0)

4. DELEGATIONS

4.1 Grande Prairie Pickleball Club

The meeting recessed from 9:05 a.m. to 9:15 a.m. due to technical issues.

Dan Gorman and Wendy Trepanier, representatives of the Grande Prairie Pickleball Club, were present to provide Committee with an update on pickleball within the City.

4.2 Grande Prairie Public Library

Hailey McCullough and Deb Normington, representatives of the Grande Prairie Public Library, were present to provide Committee with the Library's 2025 funding request.

MOVED by J. Clayton

Committee move In Camera to discuss matters protected under Section 24 of the FOIP Act.

CARRIED (4 to 0)

MOVED by J. Clayton

Committee meeting resume.

CARRIED (4 to 0)

5. **REPORTS**5.1 Grande Prairie Public Library Bylaws and Membership

S. Cajolais, Executive Director of Recreation and Culture, was present to provide Committee with an update to the Grande Prairie Public Library's Bylaws and Membership. In response to the community's evolving needs, the Library Board has updated its bylaws and membership criteria.

MOVED by G. Berg

Committee recommend Council accept the Grande Prairie Public Library amendment to Bylaws and Membership, as presented.

CARRIED (4 to 0)

5.2 Service Area Update

D. Lemieux, Chief Public & Protective Services Officer, presented Committee with an update on the current and projected activities planned throughout the service area:

- Enforcement Services - A cleanup of tents was conducted at Wapiti House. All Enforcement Officers were present, joined by the RCMP, Mobile Outreach, and GPPS. The cleanup went well and a trailer load of material was removed in under an hour.
- Mobile Outreach - Administration attended Connect Day on October 23 at the Montrose Cultural Centre along with various community service providers. Assistance was given with transporting individuals experiencing homelessness to and from the event and distributing hygiene bags, winter clothing, and other basic needs.
- Housing & Homeless Initiatives - On Connect Day, 150 vulnerable residents engaged with 25 community-based social services and businesses.
- Community Knowledge Campus - The Eastlink Centre welcomes our Beaverlodge neighbors during the NuVista Energy Centre aquatic's shutdown from October 21 - November 11. As part of reciprocal shutdown collaboration, Beaverlodge members simply show their active membership card to gain free entry to the facility, which was also offered to ELC members in September at the NuVista Energy Centre. The Northwestern Polytechnic Wolves were proud to host the 2024

ACAC Men & Women's Soccer Championships from October 25 - 27 at Hansen Lincoln Field, with over 1000 athletes, coaches, fans and spectators in attendance.

- Sports Development, Wellness & Culture - The Heritage Village Folktales tours were attended by 180 people at the Grande Prairie Museum; the village is now closed for the season.
- Events & Entertainment - The Dr. Jodan B Peterson "We who Wrestle with God" tour is coming April 3, 2025. The Grande Prairie Storm have moved into the fourth seed in national standings. The Halloween Spooktacular event hosted 650 attendees. Upcoming events include: Grande Prairie Hindu Association's Diwali Celebration November 2; Blippi Join the Band Tour November 5; Look Up Celebration with Billy Graham Evangelistic Association November 8 & 9; and the Grande Prairie Legion Remembrance Day Ceremony November 11.

5.3 Integrated Emergency Communications Centre

M. VanWerkhoven, Fire Chief, and D. Lakusta, Chief of Police, were present to provide Committee with information regarding the Integrated Emergency Communication Centre. Funding this initiative will ensure that residents receive prompt, coordinated assistance during emergencies, strengthening community safety and public trust.

MOVED by G. Berg

Committee receive this report for information.

CARRIED (4 to 0)

6. **CORRESPONDENCE**

6.1 Peace Library System

S. Bourke, City Manager, presented Committee with correspondence received from the Peace Library System.

MOVED by W. Bosch

Committee direct Administration to bring back a report with information regarding the current contract with the Peace Library System.

CARRIED (4 to 0)

7. **OTHER BUSINESS**

7.1 Grande Prairie Pickleball Club

8. **BYLAW & POLICY REVIEW**

9. **OUTSTANDING ITEMS LIST**

The Committee reviewed the Public & Protective Services Committee Outstanding Items List for October 29, 2024.

MOVED by G. Berg

Committee receive the October 29 Outstanding Items List, as presented, for information.

CARRIED (4 to 0)

10. ADJOURN

The meeting ended at 10:57 a.m.

Deputy Chair

City Clerk, Acting

ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: October 29, 2024
FROM: Dan Lemieux, Chief Public & Protective Services Officer	MEETING: Public & Protective Services Committee
REPORT WRITER: Stephanie Cajolais, Recreation & Culture Executive Director	
SUBJECT: Grande Prairie Public Library Bylaws & Membership	

RECOMMENDATIONS

That Committee recommend Council accept the Grande Prairie Public Library amendment to Bylaws and Membership, as presented.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

At the November 14, 2023, City Council meeting, the following motion was passed:

Council accept the Grande Prairie Public Library amendment to Bylaws and Membership, as presented.

BACKGROUND

Libraries have bylaws to ensure they operate in a structured, transparent, and legally compliant manner, as required by provincial legislation. Under the **Alberta Libraries Act**, public libraries are governed by library boards, which are responsible for creating and enforcing bylaws. These bylaws are important for several reasons:

1. **Governance and Accountability:** Bylaws define how the library board operates, outlining the roles, responsibilities, and procedures to ensure transparent governance and decision-making. They set expectations for board members and staff, ensuring accountability to the community and local council.
2. **Compliance with Legislation:** The Alberta Libraries Act requires public libraries to have bylaws that regulate certain key aspects, such as membership, borrowing, and conduct. These bylaws ensure that libraries are compliant with legal and regulatory standards.
3. **Operational Guidelines:** Bylaws set rules for essential library services, including the lending of materials, fee structures, room rentals, and the management of overdue or lost items. This ensures consistency in how libraries provide services to the public.
4. **Protecting Library Resources:** Bylaws help protect library materials and facilities by establishing guidelines for usage, fees, and penalties for damage or loss of library property. They ensure that resources are well-managed and available for the entire community.

5. **Public Accessibility and Fairness:** Bylaws ensure that library services are accessible and fairly distributed. They outline the rights and responsibilities of library users, ensuring that everyone has equal access to library resources while maintaining order and fair usage.

Overall, bylaws provide the framework for the effective management, governance, and service delivery of libraries. Once the Library Board approves the bylaws, they are submitted to the municipal council for acceptance. Upon Council’s acceptance, the bylaws become legally enforceable. The library board is then required to submit the approved bylaws to the Public Library Services Branch (PLSB).

ANALYSIS

The library board made some minor administrative adjustments to its bylaws in 2023. Building on those changes, the following amendments are proposed for 2024:

- **Definition of Library Materials:** The definition was updated to remove periodicals.
- **Room Rental Fees:** An increase in room rental fees as outlined in Table 1. These rental fees have not increased since 2018.
- **Loan Periods:** Updates to the loan periods for library materials, with the most notable change being a specified one-week loan period for items from the Library of Things.
- **Penalty Provisions:** Amendments include removal of the French Language Resource Centre materials, increasing replacement costs for adult hardcover and paperback books, the addition of video games and Book Club Kits to the list of library materials, and an increase in the replacement cost threshold for suspending borrowing privileges.
- Minor administrative updates of a routine nature

Table 1: Grande Prairie Public Library Room Rental Fees

Room	Current Non-Profit Rates	Current Standard Rates	Proposed Non-Profit Rates	Proposed Standard Rates
Rotary Training Room	\$18.00 per hour \$126.00 per day	\$40.00 per hour \$280.00 per day	\$25.00 per hour \$175.00 per day	\$45.00 per hour \$315.00 per day
Rotary Community Room	\$25.00 per hour \$175.00 per day	\$50.00 per hour \$350.00 per day	\$30.00 per hour \$210.00 per day	\$50.00 per hour \$350.00 per day
Willie Janssen Discover Room	\$18.00 per hour \$126.00 per day	\$40.00 per hour \$280.00 per day	\$25.00 per hour \$175.00 per day	\$45.00 per hour \$315.00 per day

These amendments aim to modernize the bylaws and improve their clarity. Moving forward, bylaw amendments are expected to follow a two-year review cycle.

Relationship to City Council's Areas of Focus / Strategic Priorities

Quality of Life, Inclusive Caring Community and Engaging Relationships.

Environmental Impact

No impacts identified.

Economic Impact

The associated penalties and fee structure support library operations.

Social Impact

The Grande Prairie Public Library is regarded as a cultural asset within the City that contributes to a connected community.

Relevant Statutes / Master Plans / City Documents

[Municipal Government Act \(MGA\)](#)

[The City of Grande Prairie Library Board Bylaw \(C-1364\)](#)

[The Libraries Act \(2000\)](#)

Risk

There is no associated risk related to approving the bylaws as presented.

Alternatives

1. Return the bylaws to the library board for revision.
2. Direct Administration to provide additional information.

STAKEHOLDER ENGAGEMENT

Administration will continue to work collaboratively with the Director of the Library.

BUDGET / FINANCIAL IMPLICATIONS
--

There are no budget or financial implications associated with this report.

SUMMARY / CONCLUSION

The library board is responsible for ensuring the effective and efficient delivery of library services to the community. One key method of achieving this is through the establishment of policies and bylaws that reflect best practices in both the board's functions and the library's operations. In response to the community's evolving needs, the board has updated its bylaws and membership criteria. Administration proposes that Committee recommend Council to accept the amendments to the Grande Prairie Public Library's Bylaws and Membership, as presented.

ATTACHMENTS

Attachment 1 – Bylaws of the City of Grande Prairie Library Board

SECTION 1 — BYLAWS & MEMBERSHIP

1.1 Bylaws of the City of Grande Prairie Library Board

The City of Grande Prairie Library Board enacts the following bylaws pursuant to the *Libraries Act*, R.S.A. Chapter L-11, 2000.

Interpretation

- a) For the purposes of this bylaw the expression:
 - i. "Act" refers to the *Libraries Act*, R.S.A., Chapter L-11, 2000.
 - ii. "Board" means the City of Grande Prairie Library Board.
 - iii. "Borrower" means the person to whom a library membership has been issued.
 - iv. "Library" means the Grande Prairie Public Library.
 - v. "Library materials" includes items purchased or borrowed by GPPL, such as books, magazines, audiovisual materials, video games, toys, physical objects, and kits.

Admittance to/Conduct in the Library and on the Grounds

- a) The portion of any building used for public library purposes is open to any member of the public free of charge during the hours of operation as set out by the City of Grande Prairie Library Board.
- b) Fees for the use of Library space not normally used for Library purposes are set out in Schedule A.
- c) No person using the Library shall:
 - i. Violate the Library's Rules of Conduct.
 - ii. Remove any Library item from the Library unless the item has been checked out in accordance with the procedures established for borrowing Library materials.
 - iii. Enter or remain in the Library except during the Library's hours of operation.
 - iv. Solicit others for personal, commercial, religious, or political purposes.
- d) Persons entering the Library must abide by any measures put in place to protect the health and safety of Library users and staff.
- e) Persons who do not conduct themselves in accordance with item (c) or item (d) shall be asked to discontinue their actions. If the action continues or the severity of the action warrants it, security staff will direct the person to leave the premises. Should the situation warrant it, security staff may seek outside assistance.

Membership Eligibility

- a) Anyone is eligible to apply for a Library membership in accordance with Schedule B.

Member Responsibilities

- a) A Library membership may only be used by the person to whom it is issued, the parent or guardian of the person to whom it is issued, or a designate.
- b) A member shall notify the Library of any changes to address, email, and/or telephone number.
- c) A member is responsible for the Library materials borrowed.
- d) A member is responsible for returning Library materials to the Library on or before the due date as set out in Schedule C.

Loaning Materials

- a) In accordance with the *Libraries Act* s.36 (3), there shall be no charge for the use of Library materials. This includes materials used in the Library or materials loaned.
- b) The loan periods for various materials are set out in Schedule C.
- c) Library materials may be reserved in accordance with policy established by the Library.
- d) Library materials may be renewed in accordance with policy established by the Library.
 - i. In the case of a due date falling on a day when the Library is closed to the public, the due date shall be extended to the next open day.

Penalty Provisions

- a) Replacement charges for damaged or lost materials are as set out in Schedule D.
- b) The circumstances resulting in suspension of borrowing privileges are as set out in Schedule D.

Penalties

- a) In cases of serious dereliction, the City of Grande Prairie Library Board may prosecute an offense under the *Libraries Act*, s.41. Such an offense is punishable under the *Libraries Act*, s.41. The range of penalties applying on conviction for such an offense is set out in Schedule D.
- b) Any fine or penalty imposed pursuant to an offense under 6 (4) inures to the benefit of the City of Grande Prairie Library Board in accordance with the *Libraries Act*, s.42.

Adopted this 8 day of October, 2024

Deb Normington

Chair

Schedule A - Room Rental Fees (excluding GST)

Room	Non-Profit Rates	Standard
Rotary Training Room	\$25.00 per hour \$175.00 per day	\$45.00 per hour \$315.00 per day
Rotary Community Room	\$30.00 per hour \$210.00 per day	\$50.00 per hour \$350.00 per day
Willie Janssen Discover Room	\$25.00 per hour \$175.00 per day	\$45.00 per hour \$315.00 per day

Schedule B - Membership Categories

Resident – Lives in the City of Grande Prairie, County of Grande Prairie, MD of Greenview, or in an area served by the Peace Library System.

- No membership fee

Non-Resident – Lives outside the City of Grande Prairie, County of Grande Prairie, MD of Greenview, or an area served by the Peace Library System.

- \$20 for a 6-month membership

Temporary Cards – Applicant lives outside the City of Grande Prairie, County of Grande Prairie, MD of Greenview, or in an area served by the Peace Library System.

- Free, but with limited borrowing privileges

Enhanced Card – Lives in the City of Grande Prairie, County of Grande Prairie, MD of Greenview, or an area served by the Peace Library System

- Free, but with borrowing privileges limited to e-resources

The Alberta Library (TAL) or ME Libraries Cardholders - These users may borrow materials with no additional membership fee with a valid TAL or Me Libraries membership.

Schedule C - Loan Periods for Library Materials

Books	3 weeks
DVDs and Video Games	3 weeks
Audiobooks	3 weeks
Toys	3 weeks

Book Club Kits	3 weeks
Lucky Day Collection	1 week
Magazines	1 week
Library of Things	1 week

Materials in high demand may be subject to shorter borrowing periods.

All Library materials may be renewed no more than twice - to a maximum loan period of 9 weeks (excluding the Lucky Day collection).

Schedule D - Penalty Provisions

Materials belonging to the Lucky Day Loan collection will incur a \$1.00 per day late fee to a maximum equal to the replacement cost of the item.

Replacement charges

- Library materials
 - The borrower is charged the replacement cost listed in the item record.
 - If the replacement cost is not listed, the following default charges apply:

Adult Book (hardcover)	\$25.00
Juvenile Book (hardcover)	\$20.00
Paperback	\$15.00
Mass Market Paperback	\$10.00
DVD	\$25.00
Video Game	\$75.00
Audiobook	\$50.00
Toy	\$25.00
Toy Bag	\$7.00
Library of Things Bag	\$10.00
Binge Bag	\$50.00
Book Club Kit	\$150.00

Library materials not returned after three loan periods will be considered lost and will be charged a replacement cost.

Suspension

- An item is considered “lost” after a borrower is issued a billing notice.
- Borrowing privileges may be suspended at the discretion of Library staff when replacement charges for lost items exceed \$50.00.



Created: 1991
Reviewed: Oct 2024
Revised: Oct 2024
Next Review: Oct 2026

Schedule E - Other fees

Printing/Photocopying B&W	\$.25 per page
Printing/Photocopying Colour	\$.50 per page
Faxing	\$.25 per page

Exam proctoring*	Scheduled Exams - \$30.00 per exam
	Exams by Appointment - \$30.00 per hour based on time used

*includes printing and regular postage if required

All fees in this schedule include GST.



**MINUTES OF THE CITY OF GRANDE PRAIRIE
OPERATIONAL SERVICES COMMITTEE**

**October 29, 2024, 10:15 A.M.
Council Chambers, City Hall**

MEMBERS PRESENT	W. Pilat M. O'Connor (virtual) K. O'Toole J. Clayton (virtual)	Committee Chair Councillor Councillor Mayor
ALSO PRESENT	G. Berg G. Blackmore W. Bosch (virtual) S. Bourke B. Glavin D. Whiteway D. Lemieux R. Tarant J. Freeman (virtual) A. Van Beekveld M. Harvard K. DeVries	Councillor Councillor Councillor City Manager Chief Operating Officer Chief Financial Officer Chief Public & Protective Services Officer Chief Strategy Officer, Interim City Solicitor Council Committee Coordinator Development Engineer Director of Environment & Parks

1. CALL TO ORDER

The meeting was called to order at 11:00 a.m.

2. ADOPTION OF AGENDA

MOVED by M. O'Connor
Committee adopt the agenda as presented.

CARRIED (3 to 0)

Councillor O'Toole joined the meeting at 11:02 a.m.

3. DELEGATIONS

4. REPORTS

4.1 Service Area Update

B. Glavin, Chief Operating Officer, presented Committee with an update on the current and projected activities planned throughout the service area:

- Engineering & Transportation Services - The Overlay & FDR project at 84 Avenue and 116 Street is now complete aside from some line marking still to be done. All other projects are anticipated to be completed by the end of this season.

- Environment & Parks - The Drop & Swap was very successful with 517 attendees. The FireSmart project near the water treatment plant is complete. Administration has applied for FRIAA grants for further work to be completed next year.

4.2 Storm Drainage Master Plan - Report Summary

M. Harvard, Development Engineer, and David Yue, representative of Sameng Inc., presented Committee with information regarding the Storm Drainage Master Plan. Problem areas have been identified and improvements broken down into smaller incremental projects which can be more easily completed over extended time periods as budgets allow.

MOVED by K. O’Toole
Committee receive this report for information.

CARRIED (4 to 0)

4.3 Boulevard Naturalization Pilot Program - 2024 Update

K. DeVries, Director of Environment & Parks, presented Committee with an update on the Boulevard Naturalization Pilot Program. This program aims to evaluate the aesthetic and environmental impact of naturalizing boulevards over three growing seasons.

MOVED by K. O’Toole
Committee receive this report for information.

CARRIED (4 to 0)

5. CORRESPONDENCE

6. OTHER BUSINESS

7. BYLAW & POLICY REVIEW

8. OUTSTANDING ITEMS LIST

The Committee reviewed the Operational Services Committee Outstanding Items List for October 29, 2024.

MOVED by M. O’Connor
Committee receive the October 29 Outstanding Items List, as presented, for information.

CARRIED (4 to 0)

9. IN CAMERA

9.1 FOIP Act Section 24 - Advice from Officials

MOVED by K. O’Toole
Committee move In Camera to discuss matters protected under Section 24 of the FOIP Act.

CARRIED (4 to 0)

MOVED by K. O'Toole
Committee meeting resume.

CARRIED (4 to 0)

10. ADJOURN

The meeting ended at 12:14 p.m.

Chair

City Clerk, Acting



**MINUTES OF THE CITY OF GRANDE PRAIRIE
INVESTMENT AND STRATEGY COMMITTEE**

**October 29, 2024, 10:45 A.M.
Council Chambers, City Hall**

MEMBERS PRESENT	G. Blackmore W. Bosch (virtual) J. Clayton (virtual)	Deputy Chair Councillor Mayor
MEMBER(S) ABSENT	D. Bressey	Committee Chair
ALSO PRESENT	G. Berg M. O'Connor (virtual) K. O'Toole S. Bourke R. Tarant D. Whiteway B. Glavin D. Lemieux J. Freeman (virtual) A. Van Beekveld P. Cooper C. Bauman	Councillor Councillor Councillor City Manager Chief Strategy Officer, Interim Chief Financial Officer Chief Operating Officer Chief Public & Protective Services Officer City Solicitor Council Committee Coordinator Director of Communications Public Engagement Strategist

1. CALL TO ORDER

The meeting was called to order at 12:17 p.m.

2. ADOPTION OF AGENDA

MOVED by W. Bosch
Committee adopt the agenda as presented.

CARRIED (3 to 0)

3. DELEGATIONS

4. REPORTS

4.1 Service Area Update

R. Tarant, Interim Chief Strategy Officer, presented Committee with an update on the current and projected activities planned throughout the service area:

- Invest Grande Prairie - Administration participated in collaborative sessions with Northern Alberta Medical Program, U of A, and NWP, working together on plans to welcome 30 medical students to Grande Prairie in fall 2025. A meeting was held with MNP and their partners to discuss insights and strategic incentives. Administration hosted the Invest NW Launch with the County of Grande Prairie

and MD of Greenview in Calgary, highlighting regional collaboration and investment opportunities to 120 attendees from a wide variety of industries. The City participated in Small Business Week and enjoyed connecting with over 30 small businesses in our community. Administration had the opportunity to hear from local inspiring women at the Women in Business Lunch and make connections at the Chamber Awards of Distinction. Congratulations to all businesses who received awards and thank you to all local business owners for contributing to our vibrant community. Recent Rural Renewal statistics include: 15 employer applications in review; 17 candidate letters issued in the last two weeks; and 291 candidates endorsed in 2024. The province has updated designated communities on prioritizing applicants with current work visas, working in Alberta. Candidates outside of the country are not expected to qualify for a full application opportunity through this program.

- Legislative & Executive Services - Election preparations are ongoing. Bill 20 was recently proclaimed. Board and Committee recruitment continues; the deadline for applications is November 29. Administration assisted with CSD's Eradication of Poverty Day event. The Mid-Sized Cities Mayor's Caucus was a great opportunity to get updates on several matters of relevance to mid-sized cities. Administration set up some meetings in Ottawa regarding advocacy for a biometric scanning centre.
- Corporate Communications - Recent announcements include: snow clearing and ice control operations underway; and celebrating Small Business Week. Administration hosted an open house event for City Transit.
- Corporate Marketing - Advertising Bundles continue to be popular with our clients. These bundles include transit, digital, and arena advertising for one low monthly cost. Promotions for Folktales were a success; all shows were sold out.

4.2 FCSSAA Annual General Meeting 2024 - Resolutions for Review and Voting Direction

R. Tarant, Interim Chief of Strategy, presented Committee with FCSSAA resolutions for review. These resolutions align with the City's strategic priorities, particularly in the areas of food security and governance.

MOVED by J. Clayton

Committee recommend Council endorse the two FCSSAA resolutions which will be voted on at the FCSSAA AGM on November 15, 2024.

CARRIED (3 to 0)

4.3 2025 Budget Engagement

P. Cooper, Director of Communications, and C. Bauman, Public Engagement Strategist, presented Committee with information regarding the 2025 budget engagement. The insights gained through this process will guide Council and Administration in making informed decisions during budget deliberations, ensuring that the final budget reflects the needs and values of the community.

MOVED by J. Clayton

Committee receive this report for information.

CARRIED (3 to 0)

5. CORRESPONDENCE

6. OTHER BUSINESS

7. BYLAW & POLICY REVIEW

8. OUTSTANDING ITEMS LIST

The Committee reviewed the Invest GP Committee Outstanding Items List for October 29, 2024.

MOVED by W. Bosch

Committee receive the October 29 Outstanding Items List, as presented, for information.

CARRIED (3 to 0)

9. ADJOURN

The meeting ended at 12:36 p.m.

Deputy Chair

City Clerk, Acting

ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: October 29, 2024
FROM: Rory Tarant, Interim Chief Strategy Officer	MEETING: Investment and Strategy Committee
REPORT WRITER: Tammy Wentzell, Director, Community Social Development	
SUBJECT: FCSSAA Annual General Meeting 2024 - Resolutions for Review and Voting Direction	

RECOMMENDATIONS

That Committee recommend Council endorse the two FCSSAA resolutions which will be voted on at the FCSSAA AGM on November 15, 2024.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

No previous Council/Committee directions.

BACKGROUND

The Family and Community Support Services Association of Alberta (FCSSAA) Annual General Meeting (AGM) will be held on Friday, November 15, 2024 in Edmonton, Alberta. Administration is presenting the two resolutions that will be voted on at the AGM for Council's review and to provide voting direction.

The following two (2) resolutions will be presented at the FCSSAA AGM:

Resolution 2024-01: Submitted by: County of Grande Prairie Family and Community Support Services Advisory Board Topic: Commitment to Address Food Security in Alberta

Resolution 2024-02: Special Resolution to Amend FCSSAA Bylaws. This resolution proposes extending the term for board members from one year to two years to improve governance continuity and leadership stability.

Each FCSS program that is a member of the FCSSAA is entitled to appoint two voting delegates for the AGM. This year, only one City representative is attending and will be eligible to vote.

Both resolutions align with the City's **2022-2025 Strategic Plan**, particularly its priorities of enhancing **Quality of Life** and building an **Inclusive and Caring Community**.

Resolution 2024-01 aligns with the City's food security initiatives, focusing on long-term, community-based solutions. By supporting this resolution, the City would continue its work on addressing root causes of food insecurity, aligning with goals of improving access to housing, mental health services, and economic supports.

Resolution 2024-02 enhances governance within FCSSAA, supporting the City's strategic focus on creating effective and stable leadership in the programs that impact residents' well-being. Improved governance will enable FCSSAA to implement more sustainable and impactful initiatives.

Relationship to City Council's Areas of Focus / Strategic Priorities

Quality of Life and Inclusive and Caring Community

Environmental Impact

There are no environmental impact associated with this report.

Economic Impact

There are no economic impact associated with this report.

Social Impact

Food insecurity affects health and well-being. Addressing it promotes long-term benefits like better health, family stability, stronger communities, and less strain on healthcare services.

Relevant Statutes / Master Plans / City Documents

Food Access and Affordability Survey Results 2023

Risk

There are no risk associated with this report.

STAKEHOLDER ENGAGEMENT

City Administration is a member of the FCSS Directors Network, representing the Northwest Region alongside FCSSAA board members. During our quarterly meeting on October 3, 2024, we discussed the upcoming AGM resolutions and their potential impact on both regional and provincial initiatives.

BUDGET / FINANCIAL IMPLICATIONS

There are no budget/financial implications associated with this report.

SUMMARY / CONCLUSION

Administration is seeking direction from Council on how to vote on the two resolutions at the FCSSAA Annual General Meeting on November 15, 2024. Both resolutions align with the City's strategic priorities, particularly in the areas of food security and governance. Council's input will guide the City's voting delegate in representing the City's position at the AGM.

ATTACHMENTS

Resolutions for 2024 FCSSAA Annual General Meeting

TO: FCSSAA Members

DATE: October 7, 2024

RE: Resolutions for the 2024 FCSSAA Annual General Meeting

Attached are the two resolutions that will be heard at the FCSSAA Annual General Meeting on Friday November 15, 2024. The resolutions will be included in the FCSSAA Annual Report that will be available on the FCSSAA website and e-mailed prior to the conference.

The FCSSAA Board urges all FCSS programs to engage in detailed discussions about the resolutions, ensuring that your AGM delegates fully understand the viewpoints you wish to support during the resolutions debate.

The guidelines for late and emergent resolutions are described in the [FCSSAA Resolutions Procedures Manual on our website](#). A late resolution is a resolution received after the deadline of 60 days prior to the AGM, and not fitting the definition of an emergent resolution. Late resolutions will not be considered by the AGM assembly.

Emergent resolutions must deal with an issue of significance to FCSS programs that arises after the deadline for submitting resolutions. Emergent resolutions must be received by the FCSSAA Secretary at least three (3) days prior to the AGM and members of the Resolutions Committee must agree that the issue requires debate prior to next year's AGM.

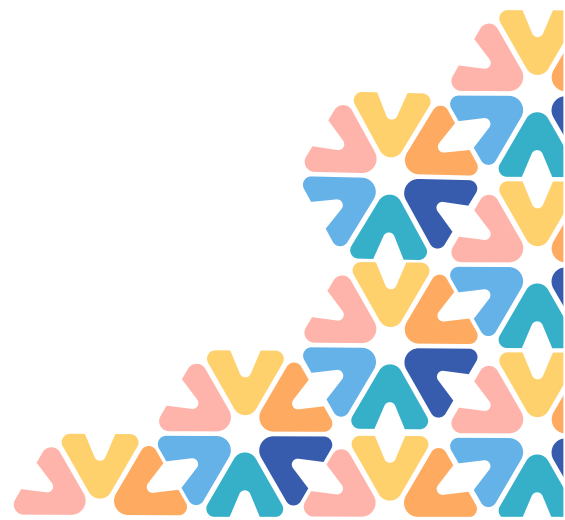
Each FCSS program that is a member of the FCSSAA is entitled to appoint two voting delegates for the AGM. Please ensure the appointments have been made before the conference. Voting delegates must register at the AGM registration table prior to the AGM. There is no charge to attend the AGM.

If you have questions regarding the attached resolutions or resolution procedures, please contact me at lsmid@town.stpaul.ab.ca or Mellissa Kraft, FCSSAA Executive Director, director@fcssaa.org. I look forward to seeing you at the FCSSAA conference and AGM.

Sincerely,



Lynn Smid
Secretary
FCSS Association of Alberta



RESOLUTION 2024-01**SUBMITTED BY:** County of Grande Prairie Family and Community Support Services Advisory Board**TOPIC:** Commitment to Address Food Security in Alberta

BE IT RESOLVED THAT: The FCSSAA advocates to the Government of Alberta to maintain its current commitment of funding to address food security through a range of strategies that ensure access to food while also tackling the root causes of food insecurity.

Background:

Food security is a fundamental human right and is essential for the health and well-being of all Albertans. The rate of food insecurity in Alberta is rising, affecting approximately 1 in 5 households, with low-income families, Indigenous communities, and seniors being particularly impacted. Recent economic challenges, inflation, and supply chain disruptions have exacerbated food insecurity, placing additional strain on food banks, community organizations, and vulnerable populations.

Food insecurity in Alberta is driven by several interconnected factors that impact the availability, accessibility, and affordability of nutritious food for residents. Economic disparities have created a significant gap between high- and low-income households, with many families struggling to afford healthy food amid rising living costs. The high cost of living, including increased housing, utility, and transportation costs consumes a large portion of household budgets, leaving less money available for food. For example, according to the Alberta Consumer Price Index, between January 2023 and January 2024, electricity costs rose by 119%, and rental accommodations increased by 10.6%. Food prices in Alberta have steadily risen, with average retail food prices increasing by 26.81% from January 2019 to January 2024. If these costs continue to climb, Alberta's social systems will face even greater strain, and more individuals will struggle to meet their basic needs.

Addressing food insecurity requires a comprehensive approach, including economic reforms, improved social services, support for local agriculture, and targeted policies to ensure all residents have reliable access to nutritious food. Between 2022 and 2024, the Government of Alberta dedicated \$20 million to address food security through food banks and food-serving organizations. This investment was essential in responding to the ongoing crisis of food insecurity. However, this assistance alone is insufficient to address the social safety nets and policies that fail to tackle the root causes of food insecurity. Programs providing financial assistance, affordable housing, and food subsidies are crucial components of a comprehensive approach to food insecurity. It is vital that the province continues to invest in supporting a broad spectrum of community programs that address poverty reduction and enhance food security.

Sources

Average Retail Food Prices Data Visualization Tool (statcan.gc.ca)

“Canada’s Food Price Report, 12 Edition 2022” . Dalhousie University. [Food Price Report - EN 2022.pdf \(dal.ca\)](#)

Canadian Income Survey, Centre for Income and Socioeconomic Well-being Statistics, Statistics Canada.

Statistics Canada. [Table 13-10-0835-01 Food insecurity by selected demographic characteristics](#)

[Food security | Alberta.ca](#)

SPECIAL RESOLUTION TO AMEND BYLAWS
Proposed to the Annual General Meeting
of the Family and Community Support Services Association of Alberta (FCSSAA)

Edmonton, November 15, 2024

BACKGROUND: The Family and Community Support Services Association of Alberta (FCSSAA) has determined by deliberation and discussion of the Association Board and Members to amend its Bylaws, and the Association Board has determined that the following amendments are in order and in keeping with the good governance and administration of the organization.

NOW THEREFORE BE IT RESOLVED THAT the Bylaw amendments proposed by Special Resolution to the Members on November 15, 2024 be approved.

Whereas, the FCSSAA Membership appoints a board based on the recommendations of the regions at the Annual Meeting;

Whereas, the current one (1) year term for the board members does not provide the continuity that may be achieved with a two (2) year term.

Whereas, the above proposal requires Bylaw Amendments to be approved by the Membership;

Therefore be it resolved that, the FCSSAA Bylaws be amended as to read as follows:

4.3 Election and Appointment of Board Members

4.3.1 The Full FCSSAA Members shall elect by nomination and a clear majority a President at the Annual Meeting by voting delegates.

The President shall be elected for a two (2) year term beginning in 2025 at the Annual Meeting. This term shall commence at the conclusion of the Annual Meeting at which they are elected, and shall, unless sooner vacated, terminate at the conclusion of the Annual Meeting two (2) years hence. The President position will have a cumulative term limit of six (6) years.

4.3.2 A call for nominations for the President position will be issued at minimum four (4) weeks prior to the nomination deadline.

Interested persons must submit a completed nomination package electronically to the Association at least two weeks prior to the Annual Meeting. The nomination must be endorsed by at least one FCSSAA Member in good standing.

The Membership will be informed of the nominees prior to the Annual Meeting.

4.3.3 If there are no nominations received prior to the nomination deadline for the President position, nominations from the floor at the Annual Meeting will be accepted.

4.3.4 The Member who made the nomination has no more than two minutes to speak to the nomination. If the Member is not present, the written statement from the nomination package will be read.

4.3.5 Each candidate for the position of President has up to five minutes to speak in response to the nomination. The order of speaking is determined by a drawing of lots by the person presiding over the election.

4.3.6 If a vacancy occurs in the office of the President, between Annual Meetings it shall be filled by the Vice President as selected by the Board, for an interim period until the next Annual Meeting, with the Vice President's consent. The Vice President who moves to the interim President position shall vacate their position as Vice President on the Board and a new Vice President will be selected by the Board.

4.3.7 Representatives from the Regions are elected or appointed at Regional meetings whenever held, at which those Members present from the particular region may nominate and vote on the election of representatives for their respective region.

4.3.8 The representatives of Directors' Network Committee shall be nominated prior to the Annual General Meeting. These nominations will be ratified by the Board of Directors at their first meeting following the Annual General Meeting.

4.3.9 Members of the Association Board serve two (2) years, or until their successors are elected or appointed.

The Board of Directors is instructed to file the Special Resolution as adopted, with Alberta Corporate Registry in accordance with the Societies Act. RSA 2000 c. S-14



**MINUTES OF THE CITY OF GRANDE PRAIRIE
FINANCIAL & ADMINISTRATIVE SERVICES COMMITTEE**

**October 29, 2024, 11:00 A.M.
Council Chambers, City Hall**

MEMBERS PRESENT	G. Berg C. Thiessen J. Clayton (virtual)	Committee Chair Councillor Mayor
MEMBER(S) ABSENT	D. Bressey	Councillor
ALSO PRESENT	G. Blackmore W. Bosch (virtual) M. O'Connor (virtual) K. O'Toole W. Pilat S. Bourke D. Whiteway B. Glavin D. Lemieux R. Tarant J. Freeman (virtual) A. Van Beekveld	Councillor Councillor Councillor Councillor Councillor City Manager Chief Financial Officer Chief Operating Officer Chief Public & Protective Services Officer Chief Strategy Officer, Interim City Solicitor Council Committee Coordinator

1. CALL TO ORDER

The meeting was called to order at 12:39 p.m.

2. ADOPTION OF AGENDA

MOVED by C. Thiessen
Committee adopt the agenda as presented.

CARRIED (3 to 0)

3. DELEGATIONS

4. REPORTS

4.1 Service Area Update

D. Whiteway, Chief Financial Officer, presented Committee with an update on the current and projected activities planned throughout the service area:

- Financial Management - Administration is working on the Q3 report for presentation to Committee next month. The new external auditor has been

appointed and will be here in the next few weeks. Budget deliberations will take place November 13-15.

- Taxation & Assessment - Supplementary Assessment and tax notices were mailed last week. Final collection is being done on mobile home and BIA accounts. Administration is working on new assessments and checking on permits that have been issued throughout the year.
- Procurement & Supply Chain Management - Bid requirements for 2024 are nearing completion. Recent contract awards include: Annual Flower Supply for a 3-year term to Braehead Gardens; Tree Supply and Installation to KLON Services; and Ice Control Material (road sand) to Wapiti Gravel. Administration is focusing on year-end activities and preparation for upcoming bids in the new year.
- Geographical & Information Technology Services - Administration is working on mapping packages for the 2025 Special Olympics. Mapping products are being made to assist event organizers, focusing on mobile-friendly solutions that accommodate the various disabilities of the Special Olympics user group. Administration has been setting up and supporting the cloud streaming of some local events being held at various City facilities, such as college soccer provincials and local football games.

5. CORRESPONDENCE

6. OTHER BUSINESS

7. BYLAW & POLICY REVIEW

8. OUTSTANDING ITEMS LIST

The Committee reviewed the Financial & Administrative Services Committee Outstanding Items List for October 29, 2024.

MOVED by C. Thiessen

Committee receive the October 29 Outstanding Items List, as presented, for information.

CARRIED (3 to 0)

9. ADJOURN

The meeting ended at 12:42 p.m.

Chair

City Clerk, Acting



**MINUTES OF THE CITY OF GRANDE PRAIRIE
COUNCIL COMMITTEE OF THE WHOLE MEETING**

**October 29, 2024, 11:30 A.M.
Council Chambers, City Hall**

PRESENT	G. Blackmore	Deputy Chair
	J. Clayton (virtual)	Mayor
	G. Berg	Councillor
	W. Bosch (virtual)	Councillor
	D. Bressey (virtual)	Councillor
	M. O'Connor (virtual)	Councillor
	K. O'Toole	Councillor
	W. Pilat	Councillor
	C. Thiessen	Councillor
ALSO PRESENT	S. Bourke	City Manager
	D. Whiteway	Chief Financial Officer
	B. Glavin	Chief Operating Officer
	D. Lemieux	Chief Public & Protective Services Officer
	J. Freeman (virtual)	City Solicitor
	A. Van Beekveld	Council Committee Coordinator

1. CALL TO ORDER

The meeting was called to order at 12:51 p.m.

2. REPORTS

2.1 Projected Cost Comparison - GPPS and RCMP

D. Whiteway, Chief Financial Officer, presented Committee with the projected cost comparison between the GPPS and RCMP. The decision to transition from RCMP contracted policing services to a municipal police service will allow the City to provide modern, professional, and locally accountable police services that will enhance public safety within the city, at a lower cost.

MOVED by W. Pilat

Committee receive this report for information.

CARRIED (9 to 0)

2.2 2025 Policing Services Budget and 2026-2028 Policing Services Projections

Dan Wong, Chair of the Grande Prairie Police Commission, and Dwayne Lakusta, Chief of Police, presented Committee with the 2025 Policing Services Budget and 2026-2028 Policing Services Projections. As the Grande Prairie Police Service builds up, and the

RCMP contract winds down through the transition, service levels are anticipated to increase while costs remain consistent.

Mayor Clayton left the meeting at 1.33 p.m.

MOVED by M. O'Connor

Committee receive this report for information and refer this matter to budget deliberations.

CARRIED (8 to 0)

3. ADJOURN MEETING

The meeting was adjourned at 1:36 p.m.

Deputy Chair

City Clerk, Acting

ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: November 4, 2024
FROM: Brian Glavin, Chief Operating Officer	MEETING: City Council
REPORT WRITER: Alison Downing, Senior Planner	
SUBJECT: C-1260-187 - Backyard Suite Regulations	

RECOMMENDATIONS

That Council give three readings to Bylaw C-1260-187, being an amendment to the Land Use Bylaw.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

At the February 20, 2024, Invest GP Committee meeting, the following motion was passed:

- Committee direct Administration to bring back a report on secondary suites for conversation.

At the April 16, 2024, Invest GP Committee meeting, the following motion was passed:

- Committee direct Administration to bring to Council amendments to the Land Use Bylaw under Secondary Suites to include the items identified in the report alternatives, and to increase the units within a 50-metre radius.

At the June 3, 2024, City Council meeting, the following motions were passed:

- Council direct Administration to prepare amendments to this Bylaw that will require a minimum of 1 parking stall for every secondary suite.
- Council direct Administration to bring back further information regarding garage and garden suites before third reading of this bylaw.

At the June 12, 2024, City Council meeting, the following motion was passed:

- Council remove Backyard Suites from proposed Bylaw C-1260-180.
- Council direct Administration to bring a report back to the appropriate Standing Committee regarding garden suites, including details on sizes, design, and engagement plans.

At the September 17, 2024, Invest GP Committee, the following motion was passed:

- Committee direct Administration to amend the proposed backyard suite regulations to allow for a maximum size of 75 square metres or up to 80% of the principal dwelling, whichever is smaller.

Following Council direction, in the spring of 2024 Administration reviewed secondary suite regulations, conducted public engagement, and recommended amendments to increase opportunities and reduce regulatory barriers. The recommendations included a recommendation to allow backyard suites expanding on already allowing garage suites.

In June 2024, Council approved the changes for secondary suites but requested additional details regarding backyard suite regulations. In September, the report was presented, adjustments were requested including reducing the height and size of backyard suites. Committee then directed Administration to bring the proposed bylaw incorporating the revisions to Council for consideration.

ANALYSIS

Summary of Proposed Regulation Changes

The current regulations in the Land Use Bylaw allow for garage suites.

The main changes in this proposed bylaw include:

- Replacing the definition “Garage Suite with a new definition of “Backyard Suites”. This would allow standalone suites separate from the main house without requiring internal parking spots (ie: no garage component).
- Reducing the maximum height to 7.6m or the height of the principal dwelling, whichever is lower. For suites above detached garages, the maximum height remains 7.6m.
- Changing the parking requirements to require only one parking stall for one- or two-bedroom suites, compared to the current requirement of one per bedroom.
- Limiting the suite's floor area to 80% of the principal dwelling or 75m², whichever is smaller.

Other regulations such as minimum lot width, number of bedrooms, and discretionary use status remain unchanged. See Attachment 2 for a summary of the current regulations and proposed changes.

Municipal Comparison

Administration compared backyard suite regulations across six other Alberta municipalities revealing a broad range of approaches. Calgary and Edmonton have the most lenient regulations with no minimum parking requirements. In contrast, Medicine Hat only allows backyard suites on lots with lanes while Red Deer limits them to corner lots or lots with lanes. (see Attachment 3 – Municipal Comparison).

Relationship to City Council's Areas of Focus / Strategic Priorities

The following project supports Council’s Strategic Priority ***“Housing – creating an environment for diversity of housing in our city.”***

Environmental Impact

Allowing backyard suites promotes a compact urban form by achieving higher densities within a smaller footprint, reducing urban sprawl and maximizing land use efficiency.

Backyard suites offer investment opportunities for homeowners and investors. Creating backyard suites allows primary homeowners to generate additional legitimate income that is recognized by lending institutions, aiding in mortgage payments.

Social Impact

Backyard suites provide additional and affordable housing options for those in the rental market.

Relevant Statutes / Master Plans / City Documents

The City’s Municipal Development Plan contains a number of policies that provide direction on this issue:

“6.16 Council supports secondary suites and shall amend the provisions of the LUB to ensure compatibility and to protect the integrity of the neighbourhood through adequate on-site parking amongst other factors.

6.12 Council will encourage, through the application of smart growth principles, the provision of an adequate supply of rental accommodation for different socio-economic groups in all parts of the city as a means of providing consumer choice and affordable housing options.”

Risk

The following risks should be considered by Council:

1) On-Street Parking Congestion

Eliminating garage parking to accommodate garden suites could make it difficult to meet the site’s overall parking requirements and increase the demand for on-street parking.

2) Fire Flow Requirements

Expanded densities in residential developments that include “Garden Suites” increase the volume of combustible material on a lot. Fire flow requirements need to reflect the increase and meet minimum demands based on the risk for fire and propagation.

3) Impacts on Infrastructure

A second dwelling unit on a lot has an impact on all aspects of urban infrastructure; water and sewer, garbage/recycling and roads and parking. The uncertainty regarding the number of future dwelling units in an area makes it challenging for service providers to accurately plan infrastructure development.

STAKEHOLDER ENGAGEMENT

Advertising of the public hearing has been completed in accordance with both the Municipal Government Act and the Land Use Bylaw requirements. The proposed amendment was also posted on the City’s Public Hearings webpage. Additionally, significant public engagement on backyard suites was conducted as part of the complete review of secondary suite regulations

earlier this year. Concerns about the height and size of backyard suites are addressed in the proposed bylaw.

The application was also circulated to internal departments and external agencies including the Fire Department. The Fire Department’s concerns were addressed in the bylaw by ensuring firefighters would have unencumbered access to the backyard suite with their equipment.

At the time of preparing this report, Administration had not received any other comments in response to the notification.

BUDGET / FINANCIAL IMPLICATIONS

There are no budget or financial implications.

SUMMARY / CONCLUSION

The City is initiating amendments to the Land Use Bylaw to increase opportunities for backyard suites. In addition to the current garage suite regulations, the proposed bylaw would permit detached suites without requiring internal parking stalls, while regulating the maximum size and height to minimize impact on neighboring properties. Administration recommends that the Council give Bylaw C-1260-187 three readings.

ATTACHMENTS

- Attachment 1: Draft Bylaw 1260-187
- Attachment 2: Current Regulations and Proposed Changes
- Attachment 3: Municipal Comparison

CITY OF GRANDE PRAIRIE

BYLAW C-1260-187

A Bylaw to amend Bylaw C-1260
Being the Land Use Bylaw

THE MUNICIPAL COUNCIL OF THE CITY OF GRANDE PRAIRIE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. Bylaw C-1260 is hereby amended as follows:
 - a) Delete all instances of "Garage Suite" in this bylaw and replace with "Backyard Suite.
 - b) In Section 10, "Definitions" add the following definition for "Backyard Suite" before the definition for "Balcony":

BACKYARD SUITE means an accessory building containing a Dwelling Unit, which is located separate from and accessory to a Single Detached House. If located in the same building as a detached Garage it must have an entrance separate from the vehicle entrance to the detached garage, either from a common indoor landing or directly from the exterior of the structure. A Backyard Suite can only be located on the same site as a Single Detached Dwelling.

- c) In Section 10, "Definitions", the definition of "Garage Suite" shall be deleted in its entirety.
- d) Delete Subsection 33.1.b. in its entirety and replace with the following:

"Accessory Buildings containing an approved Backyard Suite must comply with the regulations contained within Section 46 of this bylaw."

- e) Delete Section 46 in its entirety and replace with the following:

"Section 46 Backyard Suites

- 46.1 A Backyard Suite may only be developed on a lot containing a Single Detached Dwelling with a minimum lot width of 12.2m.
- 46.2 Backyard Suite neighbourhood distribution will be limited based Section 57.3 of this bylaw.
- 46.3 A Backyard Suite shall have a maximum of two (2) bedrooms.
- 46.4 One (1) on-site parking space is required in addition to the parking requirements for the principal dwelling pursuant to Part Nine of this Bylaw.
- 46.5 Parking stalls for the Backyard Suite shall be available for the exclusive and unrestricted use of the occupant(s) of the Backyard Suite.

- 46.6 Locating Backyard Suite parking stalls in tandem with the parking stalls required for the principal dwelling is not permitted.
- 46.7 The maximum site coverage for the Backyard Suite is 20%, and the total site coverage may not exceed that of the district.
- 46.8 Backyard Suites shall be accessory and subordinate to the principal dwelling. The maximum floor area occupied by a Backyard Suite shall not exceed 80% of the Gross Floor Area of the Single Detached Dwelling, or 75m², whichever is smaller.
- 46.9 A lot with a Single Detached Dwelling shall only be permitted to have one (1) of the following:
- A Backyard Suite;
 - A Secondary Suite; or
 - A Home Business.
- 46.10 The Backyard Suite shall not be separated from the principal dwelling through a condominium conversion or subdivision.
- 46.11 The maximum building height for a Backyard Suites:
- 7.6m or the height of the principal dwelling whichever is lower (measured to the roof peak).
 - Notwithstanding the above, where the suite is above a Garage, the maximum height is 7.6m (measured to the roof peak).
- 46.12 The minimum required setbacks for Backyard Suites:
- Distance from principal dwelling: 2.4 m.
 - Rear yard: 1.2 m.
 - Side yard: 1.2 m (one storey) or 1.5 m (more than one storey).
 - On a corner lot: The side yard adjacent to the public roadway must be equal to or greater than the principal building's setback.
- 46.13 Backyard suites shall not be located on or over any utility right-of-way or easement or any drainage right-of-way or easement.
- 46.14 If the Backyard Suite has two storeys, windows on the second storey must minimize overlooking into yards and windows of abutting properties through one (1) or more of the following:
- Off-setting window placement to avoid direct views into adjacent yards or windows;
 - Strategically placing windows with landscaping or accessory buildings to block views; and
 - Placing larger windows such as living room windows, to face a lane, a flanking road, or the larger of any side.
- 46.15 If the Backyard Suite has two storeys, a balcony is permitted at the base level of the second storey. Decks or balconies on the roof of the second storey are not allowed.

46.16 Backyard Suites must have a clear, unobstructed path for emergency responders that connects to a street, private road or lane. The path must be at least 0.9 meters wide and 2.0 meters high, ensuring the unobstructed path of travel for firefighters from their vehicle to the backyard suite is no more than 45 meters, in accordance with Alberta Building Code standards.

46.17 Where Backyard Suites are discretionary within the applicable district, the Development Authority may exercise discretion in considering a Backyard Suite having regard to:

- a. Compatibility of the Backyard Suite with the siting, grade elevations, height, roof slopes, building types and materials characteristic of surrounding low-density ground-oriented housing and development;
- b. The effect on the privacy of adjacent properties; and
- c. Any policies or guidelines for Backyard Suites contained in a Statutory Plan for the area.

46.18 Where the locations of Backyard Suites and/or Secondary Suites have been approved in an adopted Outline Plan in accordance with the criteria in Section 46.3, Development Permits issued for Backyard Suites and/or Secondary Suites through this Bylaw shall be consistent with those locations shown in the adopted Outline Plan."

2. This Bylaw shall take effect on the date it is passed.

READ a first time this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

READ a third time and finally passed this _____ day of _____, 2024.

Mayor

City Clerk

Land Use Bylaw Amendments

What is a Backyard Suite?

A Backyard Suite is an additional building on the same property as a single-family house that includes a self-contained dwelling unit. They are sometimes referred to as laneway houses, carriage houses, garden suites or garage suites.

	Current Regulations	Proposed Regulations
Uses	Garage Suite (with internal parking)	Backyard Suites (Garage or Garden Suite, no internal parking required)
Permitted or Discretionary	Discretionary Neighbour notification required and discretion based on impacts to adjacent properties	No change
Maximum Height	8.5m to the eaves (typically, 10m to roof peak)	7.6m to the roof peak or the height of the main house, whichever is lower. Where the suite is above a Garage, the maximum height is 7.6m.
Minimum Lot Width	12.2. (40ft)	No change
Dwelling Type	Only on a lot with a Single Detached Dwelling	No change
Maximum Number of Bedrooms	2	No change
Minimum Parking Stalls	1 per bedroom (plus parking for the main house)	1 total for 1- or 2-bedroom suites (plus parking for the main house)
Maximum Site Coverage	No specific limit for the suite, but all buildings must meet district limits	20% for the suite, total coverage must meet district limits
Maximum Floor Area	No maximum	80% of main house GFA or 75m ² (whichever is smaller)

	Grande Prairie Current	Grande Prairie Proposed	Red Deer	St Albert	Edmonton	Calgary	Lethbridge	Medicine Hat
Allows Garden Suites	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Allows Garage Suites	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Permitted vs. Discretionary	Discretionary	Discretionary	Discretionary (only on a corner lot or lot with lane access)	Discretionary	Permitted	Discretionary	Discretionary	Discretionary (only on a lot with lane access)
Maximum Height	8.5m to the eaves	7.6m or the height principal dwelling (whichever is lower)	10.0m	4.5m (Garden Suite) 7.0m (Garage Suite)	6.8m	7.5m	5.18m (Garden Suite) 7.5m (Garage Suite)	8.0 m
Distance from Primary Dwelling	2.5m	2.5m	2.5m	4.0m	3.0m	5.0m	2.4m (Garden Suite) 1.2m (Garage Suite)	4.0m
Parking	One (1) stall per bedroom	One (1) stall required	1 stall up to 2 bedrooms 2 stall for 3+ bedrooms	1 stall up to 2 bedrooms 2 stall for 3+ bedrooms	No additional parking required	No additional parking required	1 stall	At the discretion of the DA
Maximum Bedrooms	maximum two bedrooms	maximum two bedrooms	none	none	none	none	none	maximum two bedrooms
Maximum Size	None	80% of principal dwelling or 75m ² (whichever is smaller)	Maximum: 75% of the Building Footprint of the principal Dwelling Unit	50m ² (Garden Suite) 75m ² (Garage Suite)	130m ² total 60m ² on second storey	75m ²	75% of principal dwelling (Garden Suite) 100% of garage (Garage Suite)	85 m ²
Minimum Lot Width / Lot Area	12.2m	12.2m	12.0m (360m ² area)	Same as district	Same as district	9.0m	15.0m (Garden Suite) 12.2m (Garage Suite)	15.2m / 500m ²



ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: November 4, 2024
FROM: Brian Glavin, Chief Operating Officer	MEETING: City Council
REPORT WRITER: Joe Johnson, Director, Planning and Development	
SUBJECT: Bylaw C-1479 - Intermunicipal Development Plan (IDP)	

RECOMMENDATIONS

That Council give three readings to Bylaw C-1479, being the Intermunicipal Development Plan (IDP).

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

The current Intermunicipal Development Plan was adopted on June 14, 2010, and was amended on April 9, 2018.

BACKGROUND

An Intermunicipal Development Plan (IDP) is a long-term and strategic plan between two (2) or more municipalities that is required by Provincial legislation. The IDP's purpose is to provide a coordinated and collaborative framework respecting land use, servicing, and transportation on lands adjacent to the boundaries of the respective municipalities.

The current City and County IDP was adopted in 2010. Since its adoption, significant changes have occurred, most notably the annexation completed in 2016 and the requirement for Intermunicipal Collaboration Frameworks (ICF). While the IDP has once been amended (by Bylaw C-1248A), it has not been thoroughly reviewed in the last 14 years.

In 2019, the City of Grande Prairie and the County of Grande Prairie engaged Green Space Alliance to review and update the existing IDP. The project kicked off in September 2019 but was put on hold in mid-2020 to allow for the ICF negotiations to be finalized. Upon successful negotiation of the ICF, the IDP project was resumed in May 2023.

The draft IDP covers an area within one quarter section on either side of the city boundary, plus additional county lands to the southeast and southwest, as shown in Figure 1.0 below.

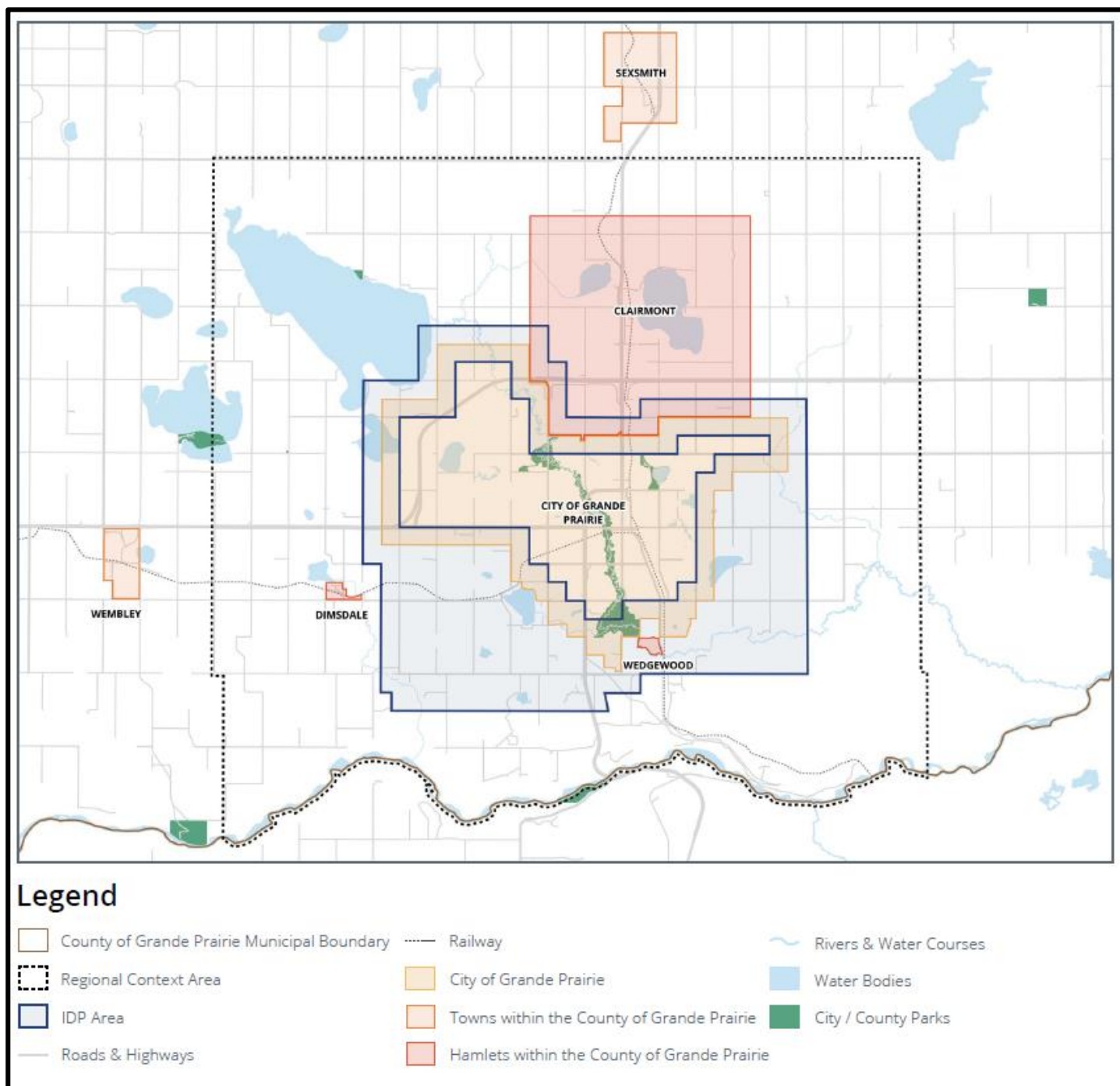


Figure 1.0: Map of the IDP Area

The key changes in the proposed IDP include:

1. IDP Vision
 - a. Creates a vision for the Plan.
2. Future Land Use Concept and Land Use Policies
 - a. Provides conceptual land uses for all of the IDP area.
3. ASP Requirements
 - a. The proposed IDP requires a two-tier Area Structure Plan (ASP) process for future development.
 - i. the development of larger, Intermunicipal Area Concept Plans (IACPs) to regulate larger areas within the IDP, and

- ii. Local Area Structure Plans (ASPs) to govern developments at a quarter section level of detail.
 - b. The IACPs and ASPs shall be prepared in accordance with the provisions of the MGA.
- 4. Referral Requirements
 - a. The proposed IDP sets a new referral area to include most of the IDP area except for areas located beyond the future ring road to the southwest and east.
 - b. Reduced timeline for referred document review from 30 days to 14 days.
- 5. Servicing Requirements
 - a. The proposed IDP requires that connection to municipal services is required for new high-intensity subdivisions within ¼ section of city boundary (except for areas where IACPs are exempt).
 - b. May allow on-site servicing within the IDP area, subject to alignment with applicable IACP.
- 6. Dispute Resolution
 - a. Adopts the dispute resolution process established in the Intermunicipal Collaboration Framework (ICF).
 - b. Includes disagreement about the interpretation of the IDP as a base for dispute.
 - c. Identifies when the dispute process is activated, that is, only after second reading of a bylaw.

See Attachment 1 - Bylaw C-1479, Draft Intermunicipal Development Plan (IDP)

ANALYSIS

Relationship to City Council's Areas of Focus / Strategic Priorities

Council's Strategic Priority "Engaging Relationships – Developing and nurturing key relationships with stakeholders and other levels of government; building on mutual strengths."

Environmental Impact

Adopting an IDP with the County of Grande Prairie will streamline the development of a strategy to protect environmentally significant features that are important to both municipalities.

Economic Impact

Adopting an IDP with the County of Grande Prairie will encourage orderly development along the borders of the two municipalities as well as provide assurances to development industry stakeholders.

Social Impact

Clear policy in the IDP will provide assurance to landowners about the future of their land as well as adjacent properties.

Relevant Statutes / Master Plans / City Documents

1. Municipal Government Act, RSA 200, c-M-35, s.

"Intermunicipal development plans

631(1) 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."

Risk

The City's willingness to accept this change in direction from the current IDP has been influenced by the Province of Alberta's introduction of the Intermunicipal Collaboration Framework legislation in 2017. This legislation provides a framework for the integrated and strategic planning, delivery and funding of intermunicipal services. Should provincial legislation change such that ICFs are no longer required, the City may endure undue hardships such as strains on infrastructure and related upgrades and costs of public amenities.

STAKEHOLDER ENGAGEMENT

City administration, in conjunction with the County's administration conducted a thorough stakeholder engagement process during the review. This process involved a variety of methods such as multiple steering committee meetings, multi-stakeholder meetings and workshops, staff interviews, media announcements, and open houses. This approach ensured comprehensive input from both internal and external agencies, as well as the public. A summary of the engagement process that includes the feedback from the meetings is attached as **Attachment # 2 – What We Heard Report**.

As per the Municipal Government Act, the City must hold a public hearing before the second reading of the bylaw and that Council must give notice of the public hearing in accordance with Section 606. The public hearing for the proposed bylaw was advertised per the requirements of the MGA and the Land Use Bylaw. Also, information was published on the website.

Administration did not receive any response from the advertisement at the time of writing this report.

BUDGET / FINANCIAL IMPLICATIONS

The administration, in conjunction with the County's administration, engaged the service of GSA, a consulting company, in the review process. The City and the County equally contributed to all costs associated with drafting the proposed IDP.

SUMMARY / CONCLUSION

The City is updating its Intermunicipal Development Plan with the County of Grande Prairie. The IDP is a statutory plan that outlines development policies for the areas around the municipalities' shared boundary. The current IDP was adopted in 2010, and this review, initiated in 2019, is necessary to ensure that the Plan remains current and relevant.

The key changes in the proposed IDP include adding a Vision to the IDP, providing concept land uses for all of the IDP area, introducing a two-tier Area Structure Plan (ASP) process for future development, updating the referral area to exclude areas located beyond the future ring road to the southwest and east, and reducing the timeline for referred document review from 30 days to 14 days. Additionally, the proposed IDP requires that connection to municipal services is required for new high-intensity subdivisions within $\frac{1}{4}$ section of city boundary (except for areas where IACPs

are exempt). Lastly, it adopts the dispute resolution process established in the Intermunicipal Collaboration Framework (ICF).

ATTACHMENTS

1. Bylaw C-1479, the City and County of Grande Prairie Intermunicipal Development Plan (IDP)
2. What We Heard Report

CITY OF GRANDE PRAIRIE

BYLAW C-1479

**A Bylaw to adopt the Grande Prairie
Intermunicipal Development Plan**

WHEREAS section 631 of the *Municipal Government Act* RSA 2000, chapter M-26, as amended, (MGA) requires that two or more Councils of municipalities that have common boundaries must, by each passing a Bylaw, adopt an Intermunicipal Development Plan.

WHEREAS The City of Grande Prairie (the City) and The County of Grande Prairie No. 1 (the County) have worked collaboratively on the preparations of an Intermunicipal Development Plan;

WHEREAS notice of the proposed Bylaw and Public Hearing was given pursuant to Section 606(2) of the MGA; and

WHEREAS a Public Hearing was scheduled and held pursuant to Section 692 of the MGA.

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE CITY OF GRANDE PRAIRIE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. This Bylaw shall be called the "Intermunicipal Development Plan" Bylaw.
2. The Intermunicipal Development Plan attached as "Schedule A" is hereby adopted pursuant to section 631 of the *Municipal Government Act*, RSA 2000, chapter M-26.
3. The City acknowledges that it has no legal jurisdiction for lands in the Intermunicipal Development Plan area which are outside the boundaries of the City.
4. Bylaw C-1248 and all amendments thereto are repealed.
5. This Bylaw shall take effect on the date it is passed.
6. The Grande Prairie Intermunicipal Development Plan shall come into force when the City and the County give third readings to their respective bylaws.

READ a first time this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

READ a third time and finally passed this _____ day of _____, 2024.

Mayor

City Clerk

GRANDE PRAIRIE

INTERMUNICIPAL DEVELOPMENT PLAN

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

2024

BYLAW NO. C-1479

Territorial Acknowledgement

This plan acknowledges that the lands within the plan area are located within Treaty 8 territory—the traditional and ancestral territory of the Cree, Dene, and Beaver people (Dunne-zaa/ Dane-zaa/Tsattine). It acknowledges that this area is home to the Métis Settlements and the Métis Nation of Alberta, Regions 1, 4, 5 and 6 within the historical Northwest Métis Homeland.

These lands have long been the gathering place for many indigenous peoples, who have lived in and cared for these lands for generations. This acknowledgement is made as an act of reconciliation and gratitude to those whose territory we reside on or are visiting.

Within the County, and to the west of the IDP area is the First Nations Community of Horse Lake, home to the Horse Lake First Nation.

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1. Background

1.1. Regional Context

Located in northwestern Alberta, in the south of Peace River country, the County of Grande Prairie and the City of Grande Prairie are a rapidly evolving urban region in Alberta's north. The region includes the collection of communities near the City of Grande Prairie, including the hamlets of Clairmont and Dimsdale as well as the independent municipalities of Sexsmith and Wembley, which are shown in *Map 1 - Regional Context*. The region has been one of the fastest-growing areas in the province and has felt significant pressure on services and amenities in recent decades as it develops alongside a robust economy based on agriculture, oil and gas, and forestry.

While the Grande Prairie Intermunicipal Development Plan (IDP) is not a regional plan, consideration of the broader context is necessary to ensure that the Plan is developed in alignment with its existing regional characteristics. It is important to consider how the surrounding region informs the IDP area, and is impacted by land use decisions within the IDP area itself. Recently, the Government of Alberta approved the dissolution of the Village of Hythe through an Order in Council. Hythe became a hamlet within the County of Grande Prairie in July 2021. This demonstrates the County's pivotal role in supporting the rural economy and lifestyle.

To inform the Grande Prairie IDP, a broader regional context area has been agreed upon by the partner municipalities to help ensure that regional considerations are included in the IDP. This regional context area does not represent the extent of the IDP, but ensures that other significant features of the region such as the Wapiti area and gravel pits south of the City of Grande Prairie are considered in the Plan's creation. The regional context area is shown in *Map 1 - Regional Context*.

This IDP will use these regional considerations to ensure that its land use vision and policy framework enhance and connect to the broader region.

1.2. Regional Considerations

Residential Communities

In addition to the City of Grande Prairie and the County of Grande Prairie there are three independent municipalities in the region, namely the Town of Sexsmith, the Town of Wembley, and the Town of Beaverlodge. There are also multiple hamlets within the County of Grande Prairie including the Hamlet of Clairmont directly to the north of the City, as well as the hamlet of Dimsdale to the southwest. Clairmont is identified as a Growth Hamlet in the County's Economic Development Strategy.

Transportation Network

The regional transportation network is composed of Highway 40 & Highway 2 which run north-south through the region, and Highway 43 which runs east-west. These major transportation routes serve as the primary corridors into and out of the region. In addition, the Grande Prairie Regional Airport serves as a hub for air travel, while the Canadian National rail line serves as a major freight and industrial shipment location.

Regionally Significant Environmental Features

The region includes several significant environmental features which are vital components of local and regional ecosystems. These areas include the lands surrounding Bear Lake, Saskatoon Lake and Bear Creek to the northwest of the region, as well as the Wapiti Dunes and Wapiti River Valley to the south. The Wapiti Corridor Planning Study serves as a foundational document for these areas, and identifies management areas and aspirations that have been incorporated into the IDP.

From an ecological perspective, the region is also a continentally important breeding area for the trumpeter swan population. Existing municipal policy within the County of Grande Prairie MDP identifies protection for important waterfowl habitat that includes establishing conservation easements or creating between 30 and 100 metres of environmental reserve dedication around Saskatoon Lake and Little Lake.

Employment Areas

There are multiple major employment areas in the region, including existing and planned industrial/commercial areas. These include the areas around Dimsdale, Northwest Clairmont, Sexsmith, the Weyerhaeuser Wood Products Plant, and along Highway 40. These are major destinations for both commuter and shipment traffic in the region. Providing connections to those locations from around the region is crucial.

Economic Development

The County of Grande Prairie completed a Growth and Economic Development Strategy in 2018. This strategy outlines key initiatives related to growth management, required infrastructure, and economic development to be taken in order to focus economic growth in the County. Some of these initiatives provide goals for lands within the IDP area that further advance the County's Municipal Development Plan, and thus consideration of this strategy is important to ensure development patterns are consistent with the County's policy framework. The Strategy, in addition to recommending the production of this IDP, identifies several key growth and development directions to be taken within County lands.

Key directions established in the report include:

- Directing future residential and industrial development and growth to the growth hamlets of Clairmont, La Glace, and Bezanson;
- Maintaining service in the stable hamlets of Huallen, Dimsdale, Wedgewood, Teepee Creek, and Valhalla Centre;
- Direct commercial and industrial development away from high productivity farmland;
- Ensure that existing community services and amenities remain viable and accessible to the greatest number of residents;
- Preserve the existing community fabric while providing housing choices from country residential or country estate, to single family, to apartment style housing;
- Protect environmentally sensitive areas around the Wapiti River Corridor, the Smoky River, Saskatoon Mountain Park and the many streams, creeks, ponds, and lakes throughout the County;
- Provide ample "shovel ready" land for commercial and industrial development by creating a variety of locations and servicing levels for industrial and commercial development that cater to a range of industry sectors and commercial typologies.

Recreation and Entertainment

The Grande Prairie region is home to a wide range of important recreation facilities and areas that are accessed by residents of the broader region. Key entertainment amenities, indoor recreation facilities, and outdoor areas include:

- Crosslink County Sportsplex
- Eastlink Centre
- Design Works Centre
- Grande Prairie Activity & Reception Centre
- Bonnetts Energy Centre
- Grande Prairie Museum
- Philip J. Currie Dinosaur Museum
- Muskoseepi Park
- Saskatoon Island Park
- Evergreen Park
- South Bear Creek Park
- Wapiti Nordic Trails

The City of Grande Prairie serves as the primary hub for entertainment and commerce in the region. It has robust commercial and entertainment areas which serve both the broader region and local residents. Additionally, in 2016, the City and County completed a Joint Recreation Master Plan that identifies important regional investments and considerations for planning recreational amenities.

1.3. Plan Area

The City and County have decided to keep the Plan boundary the same as what was established in the prior IDP (enacted in 2010 and amended in 2018). The IDP area includes approximately 133 km² of County land. The outer boundary of the IDP aligns with the City's prior 50 year growth boundary as established in the 2010 IDP. The inner boundary of the IDP area includes approximately 52 km² of City land encompassing a one quarter section buffer inside the City boundary. The IDP boundary is identified on *Map 2 - Plan Area*.

1.4. Legislative Requirements

The Municipal Government Act (MGA) provides direction for municipal and intermunicipal planning matters in the Province of Alberta. Relevant provincial direction is outlined in Section 631 of the MGA, which is attached at the end of the report under [Appendix 1. MGA Section 631 and 633](#).

The process for adopting an IDP is described in Section 692 of the MGA. Policies contained in the City and County of Grande Prairie IDP will come into force once the County and City Councils have given three readings of this IDP Bylaw. It is intended that policies within the IDP Bylaw shall not be applied retroactively to subdivisions and development applications already in progress.

Both the City of Grande Prairie and the County of Grande Prairie MDPs contain policies for the development of intermunicipal cooperation.

1.5. Engagement

Community engagement occurred throughout the process of the IDPs creation, and influenced the development of the future land use concept, guiding principles, and the policy framework. Stakeholders involved in the process consisted of elected officials, members of the City and County administration, industry professionals, property owners, residents and other interested stakeholders within the IDP area. The following section provides an overview of public consultation initiatives conducted during the IDP development.

Multi-Stakeholder Workshop

A Multi-Stakeholder Workshop was held on October 31, 2019, at Stonebridge Inn. The purpose of the workshop was to involve a variety of community stakeholders in brainstorming activities to review the previous IDP and identify current 'hot topic' issues in the area. Participants were given a brief introductory presentation outlining the IDP process and the policies within the existing IDP. Following this, participants were provided with a series of facilitated engagement exercises to gather their feedback on specific topics.

Staff Interviews

A total of eight staff interviews were conducted between December 2019 and February 2020, in which key members of City and County staff, stakeholder organisations, and relevant professionals were interviewed in either one-on-one or small groups on key aspects of the IDP related to their areas of focus. Interviews typically lasted around an hour. Topics discussed included issues related to planning and development, transportation, servicing and infrastructure, community social services, emergency services, water distribution and wastewater collection, and parks, recreation and environment.

Joint Steering Committee Meetings

A Joint Steering Committee composed of members of the City and County Councils and administration was established to help guide and provide input on the development of the IDP. The Steering Committee helped to identify and review long-term concerns related to the future vision, land uses, servicing, transportation, environmental concerns, aesthetics, and other issues identified through the planning process of the IDP project. Additionally, the committee was responsible for providing recommendations to the Project Team and providing direction regarding the nature and content of the IDP. A total of four Steering Committee meetings were held throughout the project.

Online Industry Professional Presentation

In May 2024, the key highlights of the draft IDP were presented to a number of industry professionals who worked in the region. The presentation provided an overview of the new IDP and key policy changes. Following the presentation, the project team facilitated an open discussion with the industry professionals, allowing them to provide feedback. A total of 12 professionals from 7 different organisations attended the presentation.



2. Statutory Planning & Policy Context

This IDP was developed within the context of several existing statutory plans and policy documents, ensuring compatibility and integration within the broader planning framework.

2.1. Alberta Land-use Framework

The purpose of the Alberta Land-use Framework is to manage growth and sustain the province's growing economy, while balancing it with Alberta's social and environmental goals. The framework consists of seven strategies to improve land-use and decision-making in the province, which include:

Strategy 1: *Develop seven regional land-use plans based on seven new land-use regions.*

Strategy 2: *Create a Land-use Secretariat and establish a Regional Advisory Council for each region.*

Strategy 3: *Cumulative effects will be used at the regional level to manage the impacts of development on land, water, and air.*

Strategy 4: *Develop a strategy for conservation and stewardship on private and public lands.*

Strategy 5: *Promote efficient use of land to reduce the footprint of human activities on Alberta's landscape.*

Strategy 6: *Establish an information, monitoring and knowledge system to contribute to continuous improvement of land-use planning and decision-making.*

Strategy 7: *Inclusion of Aboriginal peoples in land-use planning.*

The Land-use Framework establishes seven land-use regions and calls for the development of a regional plan for each. These seven areas include:

- Lower Athabasca Region
- Lower Peace Region
- North Saskatchewan Region
- Red Deer Region
- South Saskatchewan Region
- Upper Athabasca Region
- Upper Peace Region

The County of Grande Prairie No. 1 and the City of Grande Prairie are part of the Upper Peace Regional Plan. At the time of writing this IDP no legislation has been adopted and no drafts of a regional plan have been published. When the Upper Peace Regional Plan is adopted, this document will be reviewed and amended to ensure compliance with the regional plan.

2.2. City of Grande Prairie Municipal Development Plan (2024)

The City of Grande Prairie Municipal Development Plan identifies several policies which are relevant to the IDP process including:

- **Intermunicipal Development Plan. 14.1.** *Council shall cooperate with the County of Grande Prairie No. 1 in preparing and periodically updating an IDP that reflects the growth aspirations of both municipalities and will effectively coordinate land uses and transportation systems. The IDP shall include, but not be limited to, referral and dispute resolution policies, and a process for annexation.*
- **Regional Environmental Protection. 14.3.** *The City will cooperate with County of Grande Prairie No. 1 in developing a strategy to protect environmentally significant features that are important to both municipalities including, but not limited to, Bear Creek, the Dunes and Trumpeter Swan habitat lakes.*
- **Regional Recreation and Community Services. 14.5.** *The City will continue to cooperate with the County of Grande Prairie No. 1 and other municipalities and agencies to explore cost-effective ways for delivering community and recreational services to the region and the development of recreational facilities that benefit ratepayers.*

The MDP also identifies important features including High Visibility Corridors, Major Parks, the Arterial Road Network and Rural Service Areas that could be enhanced through the IDPs planning framework and stronger intermunicipal cooperation.

2.3. County of Grande Prairie Municipal Development Plan (2017)

Adopted in 2017, the County of Grande Prairie MDP provides a high-level land use vision and policy framework for lands under the jurisdiction of the County of Grande Prairie. Important goals identified by the MDP relevant to this IDP include:

- *To develop land use policies that reflect the diversity of development potential in the County, that strive to find a balance between competing or conflicting uses, and that limit conflicts and promote the efficient use of the County's land base.*
- *To develop a planning strategy that coordinates land uses with transportation plans and the provision of other municipal services and facilities.*
- *To develop policies which promote resource conservation and protect significant environmental features.*
- *To respect the rights of individual citizens and landowners within the context of the overall public interest.*

The MDP establishes the Clairmont Urban Area which includes both a 20-year and 50-year growth boundary, as well as two residential expansion areas, Clairmont South and Clairmont Heights.

At the time of the development of the IDP the County of Grande Prairie was in the process of updating the Municipal Development Plan.

2.4. Annexation (2016)

The 2010 Grande Prairie IDP was jointly prepared by the County and the City, which identifies two areas known as the "short term annexation area" and "long term annexation area" based on growth studies prepared in the years leading up to the writing of that plan.

The original short term annexation area was subject to annexation in 2016 and is now part of the City of Grande Prairie. Following the annexation, an amendment to the IDP was undertaken in 2018 that identified the remaining lands as part of the City's 50-year land supply and identified that future annexation would be triggered only when the City's available land supply dropped below 15 years of supply.

2.5. County of Grande Prairie No.1 and The City of Grande Prairie Intermunicipal Collaboration Framework (2022)

In 2022, following the 2016 annexation, the City and County developed an Intermunicipal Collaboration Framework (ICF) to facilitate cooperation between the two municipalities on matters of municipal servicing, to ensure cost efficiency and effective collaborative governance.

The ICF serves as a complimentary document to the IDP, as it satisfies the provincial mandatory requirement of a method of conflict resolution, as outlined under Section 631 (8)(b)(iii) of the MGA. This in accordance with Section 631 (9) of the MGA which allows supplemental frameworks to satisfy requirements that would otherwise be required in the IDP. Section 631 is attached at the end of the report under [Appendix 1 - MGA Section 631 and 633](#).

2.6. Other Policy Documents

The City and County of Grande Prairie have a number of joint partnership documents and agreements designed to foster collaboration and ensure efficiency. These agreements are listed below:

- a. Grande Prairie Regional Emergency Partnership (GPREP).** Emergency Management Agreement (2022)
- b. Cost Sharing and Information Sharing Agreement.** (2021)
- c. Memorandum of Understanding (MOU).** Master Intermunicipal Collaboration Framework (2022)
- d. Mutual Aid Fire Agreement.** (2022)
- e. Traffic Signal Maintenance Agreement.** (2022)
- f. Traffic Signal Pre-emption Agreement.** (2022)



3. Community Context

3.1. Local History and Culture

Pre-contact

The 'Grande Prairie' has been home to Indigenous Peoples including the Dunne-zaa/ Dane-zaa/ Tsattine (Beaver) people and Nehiyawak (Plains Cree) people for thousands of years. After the Last Glacial Period (LGP), at the start of the Holocene Epoch, the Grande Prairie area was a glacier lake being drained by the Peace-Smoky-Wapiti River System. There is evidence of frequent human habitation in the area dating as far back as 9400 - 7500 BCE, as the lake receded. At the time of first European contact in the early 1700s, the Dane-zaa and Nehiyawak peoples had been living in the area for some time.

Fur Trade and Development of the County

The region has been a centre of trade since the late 18th century, initially driven by Indigenous fur traders who had engaged in trade with Europeans prior to the establishment of formal trading posts. In 1880, an outpost of Dunvegan was erected to its south, called Grande Prairie. In 1899, after further immigration by fur traders, missionaries and Klondike gold seekers, reservations for the Dane-zaa and Nehiyawak peoples were established at Dunvegan, Horse Lake and Sturgeon Lake, through Treaty No. 8. Additionally, prior to the creation of the treaty, a Métis community was established around Flyingshot Lake in the late 1800s.

In 1911, Homesteading in the Grande Prairie region opened, which, accompanied by land grants to Boer War veterans & the Métis peoples, resulted in rapid settlement of the region. In 1912, two Municipal Districts were formed: that of Grande Prairie, and that of Bear Lake. In 1944, the two were combined to create the M.D. of Grande Prairie No. 127, and soon after being created, the M.D. approached the province about the potential introduction of a county system. In 1950, The County Act became law, and in 1951 the M.D of Grande Prairie No. 127 became the County of Grande Prairie No. 1, the first county in the province of Alberta.

The City

In 1958, after becoming a village in 1914 and a town in 1919, the urban centre of the County received its charter and became a city; the City of Grande Prairie. Grande Prairie steadily developed as the primary service centre in the Peace River country. For over 15 years its economy grew twice as fast as the national average and the population more than doubled between 1958 and 1975. In 1977, the Elsworth Deep Basin Gas Field was discovered, and the City saw an economic boom, resulting in further increased population growth.

Present Day

Over time, the Grande Prairie area has evolved to serve as an economic and transportation hub for the nearly 290,000 people within north-central and northwest Alberta, northeast British Columbia and the southern portions of the Northwest Territories. In addition, due to its large population and northern location, it also acts as a major corridor through which Canada's vast northern regions are accessed. The modern Grande Prairie economy possesses a diverse range of industries including oil and gas, agriculture, forestry, and food services.

The area also serves as a hub of Arts and Culture for the region, with an active music scene, through summer music festivals such as the Bear Creek Folk Music Festival, as well as a number of clubs and bars that offer regular live music performances. Additionally, a number of key cultural venues are located in the area, including Bonnetts Energy Centre, the Grande Prairie Museum, the Art Gallery of Grande Prairie, and the Philip J. Currie Dinosaur Museum.

3.2. Demographics and Land Use Trends

City Of Grande Prairie Demographic Trends

Historically, the City of Grande Prairie experienced a significant period of growth through the 1970s, due to an economic boom primarily created by the discovery of the Elmworth gas field and the opening of the Procter & Gamble kraft pulp mill. It experienced another period of rapid growth again in the early 2000s, during which it was one of the fastest-growing municipalities in Canada. After 2006, population growth slowed somewhat from the prior period, with the city population increasing at a steady rate until the mid-2010s, at which point growth slowed significantly.

As of 2021, according to the Alberta Regional Dashboard, with statistics adapted from Statistics Canada, the City of Grande Prairie has a population of 67,583. This represents a population increase of 2,444 (3.75%) since the City's 2016 population of 65,139. This results in an average population growth rate of 0.75% per year from 2016 to 2021. In the 5-year period prior, from 2011 to 2016, the City saw a population increase of 6,847 (11.75%), with an average growth rate of 2.35%, demonstrating that population growth has slowed in recent years.

Grande Prairie's current population growth is driven primarily by international immigration, with the City experiencing 2,615 new international immigrant arrivals in the municipality between 2016 and 2021. As the total immigrant population was 6,655 in 2016, this means the immigrant population increased by 39.2% over the period. Additionally, as the increase in total number of immigrants from 2016 to 2021 was greater than the total population increase by 211, non-immigrant populations in the city experienced a decline over the period.

Recent development growth has occurred in a variety of residential development types. Between 2016 and 2021 there were a total of 774 housing starts, of which 480, or 62.0%, were Single-detached housing. However, recent trends reflect a slight increase in the percentage of households that live in higher density housing forms. Over the period the percentage of households occupying apartments of any kind rose from 21.7% to 23.6%, while single-detached housing fell from 63.4% to 61.6%.

County Of Grande Prairie Demographic Trends

Historically, since 2001, the County of Grande Prairie No. 1 has experienced steady population growth, though the exact rate has varied slightly over the period. In particular, the County experienced rapid growth in the mid-2000s, between 2004 and 2007, before a period of relatively slower growth from 2007 to 2011.

The County of Grande Prairie's current population, according to the Alberta Regional Dashboard, with statistics adapted from Statistics Canada, is estimated to be 24,734 as of 2021. Recent population growth has been steady, increasing by 1,635 (7.07%) since 2016, at which point the County's population was 23,099. This represents an average yearly growth rate of 1.42%. In the five years prior, the County saw an increase of 2,702 (13.25%) from the County's 2011 population of 20,397, with an average year growth rate of 2.65%. This demonstrates that, like the City, population growth has slowed somewhat in recent years.

International migration accounted for a much smaller percentage of population growth than for the City, with 135 international immigrants moving to the County between 2016 and 2021 (10.65% of population growth). The other 89.35% of the population increase occurred as a result of natural increase, intermunicipal and interprovincial migration. Notably, the number of individuals who identified as Aboriginal increased by 535 between 2016 and 2021, from 1,515 to 2,050. This represents a very significant increase of 35.31% over the period.

Recent development growth in the County was more homogenous in housing type than the City, primarily increasing in the form of single family dwellings. Between 2016 and 2021, the number of private dwellings increased from 7685 to 8355, a change of 670 dwellings. During this period the number of detached housing increased by 870 dwellings, while Apartments of any kind increased by 105 dwellings. Additionally, the number of movable dwellings decreased significantly, with a reduction of 360 dwellings. Overall, there was a slight increase in the prevalence of single-detached homes relative to other housing types, rising from 73.5 to 76.2% of all dwellings.

3.3. Existing Planned Areas

The intermunicipal fringe area around the City of Grande Prairie has already received extensive planning work both before and after the most recent City annexation. Areas that are already subject to more detailed planning, either through Area Structure Plans and Outline Plans from the City, or through Area Structure Plans from the County are identified in *Map 3 - Planned Areas*.

3.4. Existing Land Uses

Much of the land within the IDP borders has already been envisioned for specific land uses in the City and County MDPs. While the IDP is intended to guide future development directions for the area, current land use visions must be properly accounted for to ensure the direction provided within this IDP allows for as seamless a transition as possible. The current land uses within and around the IDP area are identified on *Map 4 - Existing Land Use Vision*.

Rural Development

Lands within the IDP area are primarily designated as Rural Development areas by the County MDP. A variety of land uses are permitted in Rural Development areas, though agricultural uses are given preference.

Residential

Though the majority of land in the region designated for Residential use is centralised within the City of Grande Prairie, Residential development within the IDP area is primarily concentrated towards the southeast, and southwest near the City of Grande Prairie border. Lands designated as Residential are intended to be the primary areas within which dwellings are located, in livable neighbourhoods that provide a mix of housing types for a variety of lifestyles.

Country Residential

Country Residential lands are concentrated near the periphery of the IDP area to the south and east. The intent of these areas, as detailed in the County MDP, is to provide land for multi-parcel residential developments, and ensure residential developments have appropriate water supply and sewage disposal, and have minimal conflict with surrounding uses.

Commercial

A small portion of land within the IDP area is designated as Commercial, primarily located adjacent to Highway 2. The intent of Commercial areas, as designated by the City MDP, is to support a complete range of Commercial choices that serves residents of both the local and regional area.

Industrial

Areas envisioned as Industrial land within the IDP area are primarily located to the north, near Highway 43 and Highway 2, within the City of Grande Prairie and Hamlet of Clairmont. Uses within these areas are primarily intended to be a wide variety of Industrial land types, from light & business to medium and heavy intensity Industrial.

Industrial-Commercial

A significant portion of lands in the IDP area around the City of Grande Prairie border to the east and west are designated as Industrial-Commercial. Industrial-Commercial areas do not have any customised policies or stated intent in the City MDP, instead serving as lands where either Commercial or Industrial demand can be satisfied, resulting in increased flexibility.

Institutional

Institutional or Public Service lands within the IDP area are limited, except for a large parcel within the City boundary upon which the Aquatera Landfill is located. Four schools also exist within the IDP area; Isabel Campbell Public School, École Nouvelle Frontière, Aspen Grove School, and École Montrose, though they are not identified within MDP land visions.

Recreation Areas

Lands currently identified as recreational areas by the City MDP in the IDP area are primarily part of the City of Grande Prairie's Muskoseepi Park, and are intended to preserve natural areas and parkland along Bear, Crystal, and other associated creeks and ravines for recreational use and environmental protection.

Natural Areas

Lands identified as Natural Areas, which are primarily river and creek valleys, are areas where the natural heritage of the County is intended to be preserved, and natural features and water bodies are protected from the negative impacts of other land uses. Natural Areas in the IDP area are aligned with the path of spring creek, a watercourse located towards the Plan's south-western edge.

Rural-Urban Fringe

County lands in the IDP area are primarily identified as Rural-Urban fringe, which is a designation intended to promote collaboration between the municipalities. This land use designation is also used to identify areas where the provision of joint municipal services could be explored.

3.5. Existing Environmental Features

Environmental features within the IDP area are numerous and diverse, with the area containing a variety of ground cover types and a number of lakes and rivers. As a result, an analysis of these features was conducted in order to ensure that significant environmental features are preserved, and that future developments would enhance and support existing environmental networks. The location of environmental features can be seen on *Map 5 - Environmental Context*.

Rivers

- 1. Bear River:** Bear River is a major watercourse within the IDP area, emerging from Bear Lake on the north-western edge of the IDP area before cutting diagonally south-east through the heart of the City of Grande Prairie. The river then continues east both within and beyond the IDP area. The areas around the river are naturally covered by a mix of forest, shrub, and grassland. Bear River itself is a tributary of Wapiti River, which is in turn a tributary of Smoky River, a major watercourse for Alberta.
- 2. Wapiti River:** South of the IDP lies the Wapiti River, which provides the water supply to the City of Grande Prairie, Clairmont and Sexsmith. The corridor that surrounds the region is equally significant, due to it being a key source of aggregate for the region, home to an extensive selection of fossils and dinosaur bones, and utilized for expansive recreation activities. A production of a master plan for the Wapiti Corridor is currently slated to guide land uses for the region. A portion of the Wapiti River Corridor overlaps with the south-western corner of the IDP area, on the lands south of Bear River. As a result, development in these areas must be considerate of this overlap, and ensure that the region is properly preserved.

Major Lakes

- 1. Bear Lake:** Bear Lake, located on the north-western corner of the IDP area, is the most significant water body partially within the IDP, and the largest in the nearby region. Its edges are bordered by a mix of agricultural land, forested areas and marshland. The majority of the land surrounding it is undeveloped, though there are a few residential developments and campgrounds around the periphery.
- 2. Hermit Lake:** Hermit Lake is a moderately sized water body located just south of Bear Lake, on the western edge of the IDP area. The land surrounding it is primarily undeveloped.
- 3. Flyingshot Lake:** Flyingshot Lake is a water body of moderate size located just outside of the City of Grande Prairie, to the southwest. Marshland and forested areas cover its edges, with the surrounding areas being primarily occupied by country residential developments. Of the lakes within the IDP area, it has experienced the most significant development around it.
- 4. Wood Lake:** Wood Lake is located on the eastern edge of the City of Grande Prairie. The areas around it are significantly forested. County residential developments are located along its south-eastern edge, while the rest of its periphery is largely undeveloped.

Wetland Areas

A portion of the land within the IDP area is covered by marsh and wetlands. As wetlands are key sources of biological diversity, it is important to identify significant wetland areas for preservation and integration with future land uses. Within the IDP area, two large areas of wetland are present, both located on county lands, south of the City and west of Flyingshot Lake. Wetland areas are shown on *Map 5 - Environmental Context*.

3.6. Existing Infrastructure

Extensive transportation and servicing infrastructure currently exist for significant portions of the IDP area. Understanding the location, type, and source of the infrastructure is essential, as it will influence the location of future use types for development within the IDP area. In the production of this IDP, special consideration was given to the location of highway, railway and airport transportation infrastructure in addition to water, wastewater and stormwater servicing infrastructure. Additionally, oil and gas constraints including gas facilities, metres and pipes, oil wells and pipelines have been identified

Existing Transportation Infrastructure

The current network of transportation infrastructure located within the plan area and surrounding lands is shown in *Map 6.3 - Existing Transportation*.

Highways

There are three provincial highways within the IDP area, 40, 43, and 670. Highways 40 and 670 intersect with the City from south and east of the City centre respectively, while Highway 43 wraps around the edge of the City's northwestern border before passing through the Hamlet of Clairmont and continuing to the east. These highways facilitate the majority of travel between the City of Grande Prairie and the surrounding region, including Clairmont, Sexsmith, Wembley and Beaverlodge.

Provincial legislation requires approval by Alberta Transportation and Economic Corridors for any development within 300 metres of a highway right-of-way, or within 800 metres of a highway intersection with another highway or public road.

Proposed Bypass

At the time of this plan's production, the Government of Alberta was currently in the proposal stage for the construction of Highway 40x, a bypass extension within the IDP area. This bypass is proposed to intersect with Highway 40 at the southern edge of the IDP area, and pass through the south-western IDP lands before intersecting with Highway 43 to the west of the City.

An additional future route is being considered by the County in the IDP area to the south-east, intended to connect with Highway 40 and 40x to the south before travelling up and around the City to the north-east, passing over Highway 670, before finally terminating on Highway 43, resulting in the completion of a ring road around the city.

Railway

Two railway lines, operated by the Canadian National Railway Company, exist within the IDP area. The first of these lines stretches north-south across the IDP area, passing through the City of Grande Prairie close to Highway 40 and 43 to the east. The second rail line runs from the western edge of the IDP, travelling east-west until it intersects with the first rail line, following it southward.

Airport

The Grande Prairie Airport, established in the 1930s, and operated by the City of Grande Prairie since 1997, is located on the lands to the west of the City Centre. The airport is served by regional air carriers and provides daily direct flights to Edmonton and Calgary. While the airport itself does not lie within the IDP area, the lands within its vicinity are subject to development restrictions, most notably height and land use limitations. Lands subject to the airport vicinity overlay are within the IDP area, as shown in *Map 6.1 - Existing Development Constraints*, and thus special consideration must be given for developments occurring in those areas.

Existing Servicing Infrastructure

The current network of water, wastewater, and stormwater servicing infrastructure located within the plan area and surrounding lands is shown in *Map 6.2 - Existing Servicing*.

Water Management

Water servicing in the IDP area is provided by Aquatera Utilities Incorporated. Water is sourced from four pumps located within the Wapiti River to the south, and treated at Aquatera's water treatment facility located within City lands to the south of Bear Creek. Once the water is treated, it is supplied to the region by six high-lift pumps that distribute the water throughout the region's water line network. For lands not directly supplied by water lines, four bulk water stations that provide portable water and are operated by Aquatera exist near to or within the IDP area. The location of these bulk water stations are 13405 97 Street, 12109 97 Avenue, 711079 Range Road 73, and 10009 Elevator Road. Well water availability is limited within most of the region.

Wastewater Management

Like treated water, wastewater treatment is managed by Aquatera Utilities Incorporated. Wastewater is treated at Aquatera's wastewater treatment plant, which is located near the water treatment facility, being part of the same development complex. The plant currently processes, on average, 19 million litres of wastewater a day, with a daily capacity of 36 million litres. An additional wastewater storage pond with a capacity of 150 million litres is present near the facility should wastewater be unable to be immediately treated. Waste generated as a product of wastewater treatment is transported to the nearby Aquatera landfill, also part of the same broader Aquatera development complex, for disposal.

Stormwater Management

Stormwater in the IDP area is managed by a network of storm sewer ditches and pipes for the majority of developed areas. These pipes and ditches primarily outlet into Bear Creek and its smaller tributaries. Other important watercourses and waterbodies for stormwater management in the IDP area include Bear Lake, Hermit Lake, Flyingshot Lake, Wood Lake, Hughes Lake, Crystal Lake, Clairmont Lake and Woody Channel.

Stormwater management for the City is governed by the Storm Drainage Master Plan, which provides a comprehensive review of the city's drainage system. Within the city, there are approximately 226 km of storm pipes, 18 km of catch basin leads, 97 storm outfalls and 43 stormwater management facilities. The location of major stormwater ponds and lines within the city can be seen in *Map 6.2 - Existing Servicing*.

Waste Management Facility

One waste management facility exists within the IDP area, the Aquatera bioreactor landfill, located on the southernmost sector of City lands. This landfill development has a 450m development buffer within which developments are restricted. This buffer can be seen in *Map 6.3 - Existing Transportation*.

Oil and Gas

The current oil and gas infrastructure and other development constraints located within the plan area and surrounding lands are shown in *Map 6.1 - Existing Development Constraints*.

Energy Rights of Way

Within the IDP area are several oil and gas pipelines and facilities, which are governed by provincial legislation. The nature of many of these development types requires them to have a buffer within which development cannot occur. The table below identifies relevant development buffers for energy facilities and right-of-way development restrictions.

Type of Development	Setback Requirements			Legislative Documents
Oil and Gas Well	No permanent dwelling, public facility or unrestricted country residential development within 100m			AR 84/2022
Abandoned Well	No building within <5m of an abandoned well			AER Directive 079
Sour Gas Facility	Level	H2S release Volume (m3)	Oil and Gas Well	AER Directive 056
	1	<300	1. Lease Boundary	
	2	≥300 to <2000	1. 0.1 km to individual permanent dwellings and unrestricted country developments 2. 0.5 km to urban centres or public facilities	
	3	≥2000 to <6000	1. 0.1 km to individual permanent dwellings up to 8 dwellings per quarter section 2. 0.5 km to unrestricted country developments 3. 1.5 km to urban centres or public facilities	
	4	≥6000	1. As specified by the AER, but not less than those given in level 3	



4. Vision & Plan Objectives

4.1. Vision

The IDP area will continue to serve as a **hub** of **regional prosperity** by:



Providing **balanced economic** development opportunities;



Promoting and integrating a range of **rural and urban** lifestyles;



Enhancing and supporting the **cultural diversity** of the communities within and around its boundaries;



Facilitating **land use** evolution in a **fair and equitable** manner, while respecting the existing development trends in the area.



Promoting continued **cooperation** between the partner municipalities

4.2. Plan Objectives

This Plan is intended to achieve the following objectives:

- 1. Define an Area:** To establish a planning area where the City and the County agree to cooperate on land use planning issues.
- 2. Identify and Enable Growth:** To identify and guide future growth for the City & County and encourage growth and development within the Plan area.
- 3. Ensure Considerate Land Use:** To identify lands which are suitable for future urban and rural industrial, commercial, residential, and other land use categories.
- 4. Facilitate Cooperation:** To develop an administrative structure which supports cooperation and communication between the two municipalities.
- 5. Provide Flexibility:** To provide a Plan which allows for the flexibility of choice in land use planning options, directions and standards.
- 6. Minimise Impacts:** To reduce the potential for incompatible uses impacting adversely on the adjacent municipality.
- 7. Assist Economic Development:** To support economic development efforts between the City and the County.
- 8. Promote Collaboration:** To collaborate in matters of regional land use and sustainability such as master planning for transportation, stormwater management, utilities, watersheds, recreation and environment.
- 9. Allow Transition:** To allow lower intensity agricultural lands to transition to higher intensity land uses as growth and development require.
- 10. Preserve Environmental Features:** To identify, preserve and protect environmentally sensitive areas within the Plan area, such as wetlands and major water courses.
- 11. Provide Recreational Opportunities:** To recognize, diversify and expand recreational activities within the Plan area, as well as enhance and connect existing trail networks in the County and City.
- 12. Strengthen Mobility:** To promote the expansion and connection of provincial highways and municipal roadways within the IDP area to improve mobility and transportation efficiency.



5. Future Land Use Policies

The Future Land Use Vision established in this section provides direction for the preferred land use distribution within the IDP boundary. Additional planning will be required through the creation of Intermunicipal Area Concept Plans (IACPs) and local Area Structure Plans (ASPs) to ensure the vision is implemented and achieves the overall objectives of the Plan.

5.1. General Land Use Policies

Policies

- 5.1.1. Future land uses within the IDP area shall be in general accordance with *Map 7 - Future Land Use Concept*.

5.2. Agricultural

The Future Land Use Concept identifies potential future land uses within the IDP area. It is expected that agricultural operations will be the main land use in these areas until a higher, more intense use is developed. Therefore, traditional agricultural uses and land practices in the IDP area will be allowed pending their conversion to another use.

Policies

- 5.2.1. It is recognized that extensive agricultural operations exist and will continue to exist within the Plan area. The transition from agriculture to other land use shall be implemented in accordance with the policies provided in this Plan.
- 5.2.2. New confined feeding operations (CFOs) or the expansion of existing operations will not be supported in the IDP area.
- 5.2.3. In areas where agricultural operations abut urban development, the municipalities shall send information to the urban landowners advising of the possible nuisances arising from the agricultural operation on the urban landscape.
- 5.2.4. The County and the City shall avoid development that results in the fragmentation of agricultural land where possible.
- 5.2.5. Future agricultural use subdivisions within the IDP area shall be in accordance with the County or the City's Municipal Development Plan.
- 5.2.6. The County and the City shall each pursue opportunities to develop bylaws to manage and control the spread of invasive species within each municipality.
- 5.2.7. The County and the City shall manage the use and spread of harmful chemicals on agricultural lands so as to prevent spreading through residential, commercial, and natural areas within the IDP area.

5.3. Residential

The majority of the lands within the IDP area are recognized as being suitable for future residential uses. A wide range of residential types will be considered in the Plan area. To this extent this Plan is meant to govern residential developments on lands until ASPs or other more detailed plans are completed, facilitating a transition from agricultural to residential uses.

Policies

- 5.3.1. Future residential developments in the IDP area may include a wide range of lifestyles including acreage parcels, multi-parcel country residential subdivisions, multi-parcel estate residential subdivisions and urban-style developments. The residential density for the applicable quarter section shall be established through the site-specific local Area Structure Plan (ASP), which in turn should comply with the respective Intermunicipal Area Concept Plan (IACP), where applicable.

- 5.3.2.** Residential developments shall provide appropriate buffers from existing and future industrial developments using features such as landscape berm, fence and separation distance in accordance with the applicable industry standards and as defined in the applicable Area Structure Plan.
- 5.3.3.** Residential developments shall provide appropriate buffers from existing railways as identified on *Map 7 - Future Land Use Concept* in accordance with applicable industry standards.
- 5.3.4.** The redevelopment (resubdivision and increases to density) within existing named county residential subdivisions shall be encouraged provided central water and sewer systems are available. The County shall require the applicant to undertake an Area Redevelopment Plan (ARP) to encompass the entire subdivision prior to dealing with individual requests for the subdivision of existing lots. The development of high density residential development will also be eligible for consideration provided sufficient servicing capacity is available.
- 5.3.5.** Residential developments around existing named lakes such as Flyingshot Lake, Bear Lake, Hermit Lake, and Wood Lake shall be required to:
- a.** Provide an Environmental Reserve dedication as established in the site specific Biophysical Study;
 - b.** Provide Municipal Reserve dedication to connect environmentally sensitive areas to existing open space network;
 - c.** Ensure size and intensity of residential developments complements existing development patterns in the area.
- 5.3.6.** Home based businesses shall be allowed in the IDP area in accordance with regulations established in the County's Land Use Bylaw (LUB) and the City's LUB.

5.4. Industrial/Commercial

As the region continues to grow, the demand for industrial and commercial land will continue in the IDP area. Industrial/commercial designation in the IDP area is envisioned for low intensity industrial and a wide range of commercial uses that are complementary to each other. Typical uses may include automotive sales, gas stations, small scale manufacturing, restaurants and hotels.

Policies

- 5.4.1.** New commercial/industrial developments within the IDP area along Highway 2, Highway 670, Highway 40, and Highway 43 shall provide enhanced architectural and landscaping features to create an inviting image/character for the region.
- 5.4.2.** Commercial/industrial developments shall provide appropriate buffers from existing and future residential developments using features such as landscape berm, fence and separation distance in accordance with the applicable industry standards and as defined in the applicable Area Structure Plan.

- 5.4.3. The County shall review the LUB and update landscaping requirements for Commercial/Industrial uses.
- 5.4.4. Future commercial/industrial development may be considered adjacent to future interchange locations identified on *Map 7 - Future Land Use Concept*. The nature and intensity of such commercial/industrial node shall be established through the applicable Intermunicipal Area Concept Plan (IACP) and site-specific local Area Structure Plan (ASP) subject to abidance with Alberta Transportation's requirements for developments adjacent to highways and interchanges.
- 5.4.5. Future commercial/industrial developments should be designed to establish an integrated urban fabric and shall provide appropriate transition from adjacent residential areas.

5.5. Industrial

Industrial uses and developments within the County and City are substantial economic drivers that support the region as a whole. Industrial developments have more extensive servicing or access requirements, and have the potential to impact the other nearby land use types. Industrial designation in the IDP area is envisioned for heavy intensity industrial land uses. Typical uses may include transport operations, heavy equipment repair, warehouses, and construction yards.

Policies

- 5.5.1. Development standards for industrial areas shall be the exclusive right of each municipality including but not limited to servicing, roadway and stormwater drainage standards.
- 5.5.2. Industrial developments shall provide appropriate buffers from existing and future residential developments using features such as landscape berm, fence and separation distance in accordance with the applicable industry standards and as defined in the applicable Area Structure Plan.
- 5.5.3. The City and the County shall cooperate on the matter of industrial landscape standards along the provincial highway systems as much as possible.
- 5.5.4. Industrial land uses shall only be considered at locations identified on *Map 7 - Future Land Use Concept*, subject to the following criteria:
 - a. The development provides larger, unserviced lots for industries that do not need piped water and sewer;
 - b. Where feasible, the development provides connections to piped water and sanitary servicing;
 - c. The development provides all-weather road access.
- 5.5.5. Future resource extraction industries and heavy industrial uses should be directed to industrial areas.



6. General Development Policies

In order to ensure lands in the IDP area are sufficiently managed, the future land use concept established for the IDP area is to be complemented by policies guiding the management of environmental features, recreation opportunities, transportation infrastructure, and utilities.

6.1. Environmental Management

Throughout the IDP area there are many environmental features, including wetlands, watercourses, and water bodies that contribute to the ecological diversity and natural character of the region. These significant features, as well as the environment as a whole, need sufficient management and protection to ensure they are not damaged by future growth and development expansion in the region.

Policies

- 6.1.1.** A minimum development setback of 30m shall be required from the top of the bank adjacent to the Bear Creek Valley system and its tributaries.

- 6.1.2. When lands adjacent to named water courses or water bodies are subdivided, environmental reserve shall be provided. The amount of reserve required shall be based on the site-specific nature of the lands being subdivided and consistent with any mutually agreed-upon recreation master plans that may be in place.
- 6.1.3. The County and the City shall continue to collaborate and coordinate with land owners to integrate urban and rural development in the Bear Creek valley and its tributaries, as Muskoseepi Park grows northwest to Bear Lake and south toward the Wapiti River. Both the City and County shall establish respective policies in their Municipal Development Plans to prevent encroachment into the valley and to undertake the studies necessary to identify the appropriate land base to meet future open space requirements.
- 6.1.4. Through their respective LUBs, the two municipalities shall ensure that appropriate development setbacks from water bodies and watercourses are implemented.
- 6.1.5. The County and the City shall require wetland preservation and the associated impact mitigation in accordance with the applicable municipal and provincial policies.
- 6.1.6. The implementation of the proposed Wapiti Recreation Area Management Plan is considered to be a high priority. To this end the County shall contribute financially to both the development and implementation of the plan.
- 6.1.7. The lands known as 'the Dunes' and the Wapiti River Corridor, located outside of the IDP area, are recognized as regionally significant by both municipalities. The County and the City shall ensure these areas receive special treatment in terms of study, planning and implementation and will form the cornerstone of future recreation and open space planning.

6.2. Parks, Recreation, and Schools

Recreation activities within and adjacent to the Plan area are diverse. In addition, there are many opportunities for the expansion of activities available to residents of the County and City. As growth occurs in the IDP area, open space need will also expand, and the accommodation and provision of future open spaces must be ensured to meet this need. This includes the expansion of existing walking and biking trail networks, available local and regional parks, and major recreational facilities. In addition, it is likely that increased popularity will result in the need for additional school developments, which must be properly accounted for.

Policies

- 6.2.1. The City and County shall work towards identifying available opportunities to expand and integrate the recreation amenities of both municipalities in the Plan area together, so that residents of both municipalities have the potential to participate in all available recreation opportunities.
- 6.2.2. Both municipalities shall work collaboratively to plan and implement an interconnected trail system within the IDP area by establishing trail alignments at the Intermunicipal Area Concept Plan (IACP) and local Area Structure Plan (ASP) approval stage.

- 6.2.3. The City and the County shall work towards expanding the existing Muskoseepi Park Trail System onto the lands along Bear River in the IDP area.
- 6.2.4. The City and the County shall work towards developing an integrated trail network linking Clairmont with the City along collector and arterial road networks. The development of trail networks along other major road networks that serve rural and urban residential areas should also be explored.
- 6.2.5. The City and the County should work together for the provision of future school sites within the IDP area.

6.3. Transportation

Transportation through and surrounding the IDP area is facilitated by a variety of roads owned and administered by the partner municipalities and the provincial government. Additionally, extensive expansions to the highway system in the IDP area are scheduled for the future, which in turn will help facilitate improvements for and expansions to other major roads in the area. As a result, policies guiding developments around these expansions must be provided, and an integrated future transportation network must be developed, to ensure travel between city land, county land, and the broader region is seamless and efficient.

Policies

- 6.3.1. The City and the County shall seek to incorporate the road patterns and designations identified on *Map 8 - Future Transportation Network*. The implementation of these roadways and provincial highways will require special consideration and coordination between the two municipalities.
- 6.3.2. Developments located along the provincial highway system shall be to a high aesthetic standard. A common standard for screening, landscaping and fencing for both municipalities should be developed for industrial and commercial uses in the Plan area.
- 6.3.3. The City and the County support improvements and expansions to the provincial highway system as identified on *Map 8 - Future Transportation Network*. In addition, both municipalities agree to actively pursue the development of the provincial system with the provincial government.
- 6.3.4. The City and the County shall share annual capital plans including plans for paving and borrowing of major roads in the plan area to ensure better coordination respecting proposed roadway planning and upgrades and to take advantage of joint tendering prices.
- 6.3.5. When subdivisions are proposed in the Plan area, all right-of-way requirements shall be secured to ensure that long term transportation and road plans can be implemented when warranted.
- 6.3.6. The City and the County shall explore opportunities to coordinate transit services within the IDP area in order to increase the level of service offered, service efficiency, and to reduce service costs.
- 6.3.7. The County's Development Authority, when examining development applications located within the City of Grande Prairie Airport Vicinity Overlay as identified on *Map 6.3 - Existing Transportation*, shall be considerate of the impact of the proposed development on the operations of the airport, and the impact of the airport operations on the proposed development.

6.4. Institutional and Public Uses

Policies

- 6.4.1. Institutional and other public and quasi-public uses within the Plan area shall be considered on a case by case basis.

6.5. Utilities and Infrastructure

As development and growth in the IDP area occurs, and density increases, the economic feasibility of utility provision and infrastructure expansion increases. The integration of utility systems increases compatibility and efficiency of the region, and thus policies regarding the provision of utilities in the area must be provided.

Policies

- 6.5.1. New residential subdivisions involving 6 or more lots and new non-residential subdivisions involving 2 or more lots located within one quarter (¼) section beyond the City boundary shall require the provision of piped sanitary and water systems, unless established in a subsequently developed Intermunicipal Area Concept Plan (IACP) or local Area Structure Plan (ASP).
- 6.5.2. Notwithstanding Section 6.5.1., future residential subdivisions involving 6 or more lots and new non-residential subdivisions involving 2 or more lots located within the 'IACP Exemption Area' as identified on *Map 9 - Policy Areas* shall not require the provision of piped sanitary and water systems, unless established by a local ASP or other planning document.
- 6.5.3. On-site communal water and sanitary servicing for new residential subdivisions may be considered within the IDP area, as long as such approach is supported through applicable Intermunicipal Area Concept Plans and local Area Structure Plans.
- 6.5.4. The municipalities may work together to help define appropriate servicing techniques and standards for future developments within the IDP area.
- 6.5.5. The opportunity to extend municipal water and sewer services into the County should be encouraged and may be the subject of future discussions and negotiations between the two municipalities. To this end, regional master plans for water and sanitary sewer systems should be developed by Aquatera Utilities Inc.
- 6.5.6. In order to avoid the development of incompatible systems in the Plan area, the City and the County shall, at a technical level:
- a. Undertake a comparative review of development standards between the City and the County, to determine areas of compatibility and divergence, and the enforcement of standards; and
 - b. Develop agreements for any future extension of municipal services, including provisions for the payment of off-site levies.

6.6. Emergency Services

Policies

- 6.6.1.** The City and the County may explore opportunities to coordinate emergency services within the IDP area in order to increase the level of service, service efficiency and reduce service cost.



7. Implementation

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

7.1. Adoption

Policies

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

7.2. Administrative Agencies

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

Policies

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

7.3. Intermunicipal Area Concept Plan (IACP) Requirements

The IDP is intended as a broad policy framework regarding land use, transportation, municipal services, environmental management, recreation, parks and open spaces. However, in order to account for specific conditions in areas within the IDP area, detailed plans such as Area Structure Plans (ASPs) will need to be prepared for areas that are expected to be developed in the near future. Due to the size of the IDP area, a two tier ASP process will be required, with the development of Intermunicipal Area Concept Plans (IACPs) regulating larger areas within the IDP, while local Area Structure Plans (ASPs) govern developments at a quarter section level of detail. While both planning tiers are statutory, and thus must be prepared in accordance with the provisions of the MGA, it is intended that Intermunicipal Area Concept Plans be visionary in nature, providing broad consideration towards matters of development staging, land uses, densities and social and physical infrastructure.

Policies

- 7.3.1. The County shall develop Intermunicipal Area Concept Plans to establish direction for future land use distribution, servicing, transportation, and phasing of development in the IDP area. The exact number and boundaries of such IACPs shall be at the discretion of the County.
- 7.3.2. Notwithstanding Section 7.3.1., future developments located within the 'IACP Exemption Area' as identified on *Map 9 - Policy Areas*, shall not require creation of an IACP. The applicants shall be required to develop site-specific local Area Structure Plans to guide future developments as identified in Section 7.4.
- 7.3.3. IACPs shall be adopted by bylaw in accordance with Section 633 of the Municipal Government Act.
- 7.3.4. The County shall develop a framework and Terms of Reference for such IACPs within one year of the IDPs approval.
- 7.3.5. The costs associated with the IACPs shall be the responsibility of the County. The County may further require the subject to lead this process in accordance with the Terms of Reference.

- 7.3.6.** The Intermunicipal Area Concept Plans shall address:
- a. The proposed land uses;
 - b. Potential water, sanitary and storm servicing framework;
 - c. Potential transportation network including:
 - i. The alignment and development of internal roads;
 - ii. The improvements to the collector and arterial road systems;
 - iii. The provision of linkages to adjacent quarter (¼) sections;
 - d. The requirement for Environmental Reserve and the protection of water courses, significant wetland features and water bodies where required;
 - e. The provision of parks, open space, trails and school sites, through Municipal Reserve dedication and other means of acquisition, necessary to serve the local and regional population;
 - f. Potential phasing of development; and
 - g. Any other matter, and engineering investigations/reports identified by the County.

7.4. Local Area Structure Plan (ASP) Requirements

Local Area Structure Plans (ASPs) are intended to provide information specific to the rezoning and subdivision at a high level of detail, encompassing an area of land ¼ section or smaller. In addition to the policies below, local ASPs must be prepared in accordance with the provisions of the MGA.

Policies

- 7.4.1.** New residential subdivisions involving 6 or more lots and new non-residential subdivisions involving 2 or more lots shall require the creation of a local ASP. Future land uses, servicing, transportation network and the overall planning framework of the local ASP shall comply with the vision and policies established in the Intermunicipal Area Concept Plan (IACP).
- 7.4.2.** The County shall develop a framework and Terms of Reference for such local ASPs within one year of the IDPs approval.
- 7.4.3.** The County shall only consider the proposed residential subdivisions involving 6 or more lots or non-residential subdivisions involving 2 or more lots in the IDP area after the IACP framework is in place.

7.4.4. The local ASPs shall address:

- a. The proposed land use statistics, residential densities and commercial/industrial yields where applicable;
- b. Potential water, sanitary and storm servicing framework;
- c. Potential transportation network including:
 - i. The alignment and development of internal roads;
 - ii. The improvements to the collector and arterial road systems;
 - iii. The provision of linkages to adjacent quarter (¼) sections;
- d. The requirement for Environmental Reserve and the protection of water courses, significant wetland features and water bodies where required;
- e. The provision of parks, open space, trails and school sites, through Municipal Reserve dedication and other means of acquisition, necessary to serve the local and regional population;
- f. Potential phasing of development;
- g. Any other matter, and engineering investigations/reports identified by the County including but not limited to Noise Impact Study, Vibration Impact Study, Environmental Impact Assessment, Transportation/Traffic Impact Assessment, and a detailed Biophysical Assessment.

7.5. Referrals

Each municipality will be responsible for the approval of applications and plans within their boundaries. As a result, a clear definition of referral requirements for planning and development documents is critical to the successful implementation of this Plan, and necessary to facilitate open communication between the two municipalities. Thus, in order to ensure coordination takes place between the two municipalities, plans and development applications including future statutory plans, development applications, subdivision applications and plan amendments shall be circulated between the municipalities.

Policies

- 7.5.1.** The City shall circulate the following to the County for comment and review if the proposal is located on City lands within the referral area identified on *Map 9 - Policy Areas*:
- a. Statutory plans (including drafts) and amendments thereto;
 - b. LUB's (including drafts) and amendments thereto;
 - c. Subdivision applications;
 - d. Non-residential development permits;
 - e. Applications for development permits or subdivisions for contentious use on land which is immediately adjacent to, but outside the Plan boundary;
 - f. Any other non-statutory plans, including master plans.

- 7.5.2.** The County shall circulate the following to the City for comment and review if the proposal is located on County lands within the referral area identified on *Map 9 - Policy Areas*:
- a. Statutory plans (including drafts) and amendments thereto;
 - b. LUB's (including drafts) and amendments thereto;
 - c. Subdivision applications, except for the first parcel out of a quarter (¼) section;
 - d. Non-residential development permits;
 - e. Any other non-statutory plans including master plans.
- 7.5.3.** It is recognized that the alignment of the future ring road connecting Highway 40 and Highway 43 to the southwest of the City is not final. In the event that the alignment of said ring road is significantly adjusted while this plan is in effect, the City and the County shall amend the referral area as identified on *Map 9 - Policy Areas* to align with the new location of the ring road. This amendment shall be conducted within 1 year of when the new alignment is proposed, and shall be in accordance with the policies listed under Section 7.7.
- 7.5.4.** Referrals made under this Section 7.5 are required to conform to the the following time provisions:
- a. Each municipality shall be provided fourteen (14) days to review and comment on referrals, unless applicable legislation requires a different time period;
 - b. If comments are not received within the agreed time period, it shall be assumed that there is no objection to the proposal;
 - c. Time extensions may be requested. Any request should be considered an exception and must not be abused. The host municipality may grant a time extension to any application upon the request by the other municipality.

7.6. Dispute Resolution Mechanism

The implementation of a dispute resolution mechanism is a mandatory requirement of an IDP under the Act. As a process for dispute resolution between the City and the County has already been established and detailed in an ICF, the IDP will utilize that process in order to ensure compatibility and reduce overlap. This process, as presented in the ICF, can be found at the end of the report under *Appendix 2 - Dispute Resolution Process*.

Policies

- 7.6.1.** In case of a dispute, the County and the City shall engage in a Dispute Resolution process as established in the ICF. The City and the County recognize that a dispute is a serious matter and that every effort should be taken to avoid triggering the Dispute Resolution mechanism.

- 7.6.2.** The following is considered a dispute, and will activate the dispute resolution process as established in the ICF:
- a.** A disagreement about a Statutory or non-Statutory plan (in whole or in part) or LUB or amendment thereto, which a Council deems to be inconsistent with the goals, objectives and policies of this Plan. Such a disagreement is subject to the following:
 - i.** The dispute resolution process is not activated until after a second reading is given by Council (of the municipality to whom the application is submitted) to the relevant bylaw, in order to allow Council the opportunity to refuse the application.
 - ii.** The other municipality may still identify that they intend to initiate the dispute resolution process prior to second reading and their reasons for doing so.
 - iii.** A bylaw for which a dispute resolution process has been activated shall not receive a third reading by a Council until the dispute resolution process as per the ICF has concluded.
 - b.** A disagreement involving the interpretation of this Plan or its policies that emerges during the referral process of any subsequent Statutory or non-Statutory Plan, LUB, or amendment thereto.
- 7.6.3.** The dispute resolution process as per the ICF does not apply to issues regarding subdivision or development permit appeals, or to matters under the jurisdiction of the Land and Property Rights Tribunal.

7.7. Plan Amendments

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

Policies

- 7.7.1.** Any amendment to this Plan must receive the agreement of both municipalities following a joint Public Hearing held in accordance with the Act. No amendment shall come into force until such time as both municipalities approve the amending Bylaw.
- 7.7.2.** Either municipality or a landowner in the Plan area may initiate an amendment to this Plan.
- 7.7.3.** A private land owner (or member of the general public) must submit an application to either the County or the City to amend this Plan.

7.8. Plan Review

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

Policies

- 7.8.1.** This Plan should be formally reviewed at least once every ten (10) years in order to confirm or amend any relevant policies contained herein. Such review also allows both municipalities to comprehensively update the Plan based on new information or studies.

- 7.8.2.** The two Councils agree to meet at least once a year to review issues of mutual concern including annual growth statistics.

7.9. Plan Repeal

In the event that the Plan fails to meet the expectations of one of the two parties, a Plan repeal process could be initiated by one of the two parties. The repealing of the Plan does not eliminate the need for continued cooperation and communication between the two municipalities. It would not eliminate the need for both parties to continue to meet the requirements of the Act respecting the coordination of planning efforts.

Policies

- 7.9.1.** The MGA requires the municipalities to establish a procedure in the IDP to repeal the IDP. Prior to repealing the bylaw, the two municipalities shall undertake the following process:
- a.** A municipality shall give six (6) months written notice, along with reasons, to the other municipality of the intention to repeal its bylaw adopting the Plan;
 - b.** Within sixty (60) days of the date of the notice provided under subsection (a), a Joint Council Committee meeting shall be held to review the concerns raised;
 - c.** Following the Joint Council Committee meeting, the municipality filing the notice may either withdraw its notice by providing a letter in writing to the other municipality, or proceed to give First Reading to a bylaw to repeal the Plan (immediately following the Joint Council meeting at the discretion of the Council of the municipality choosing to opt out);
 - d.** In the event that a notice of repeal is filed, a process of mediation, as established in the ICF, shall be initiated in an effort to resolve the matter;
 - e.** If mediation is not successful, the municipalities may proceed to pass bylaws to repeal the Plan following a Public Hearing held in accordance with the Act.
- 7.9.2.** In the event that the Plan is repealed, the two municipalities shall amend their MDP's as necessary to address intermunicipal issues in accordance with the Act. Provisions are required to ensure that the municipalities are protected from any demonstrable detrimental impacts that may result from development in close proximity to municipal boundaries. In the event that the required amendments do not satisfy the neighbouring municipality, the matter may be appealed to the Municipal Government Board.

7.10. Joint Council Committee

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

Policies

- 7.10.1. The Joint Council Committee shall consist of elected officials from both Councils. The number of representatives on the Committee shall be left to the discretion of each municipality.
- 7.10.2. Administration of the Joint Council Committee and the coordination of meetings shall be the joint responsibility of the County and the City.
- 7.10.3. The Committee's responsibilities shall be as follows:
 - a. Monitoring the progress of the Plan including but not limited to an annual review of all ASP and LUB amendments, and subdivision and development permits occurring in the Plan area. By reviewing the volume and nature of development activity, the Committee should better understand the pressures for development in the Plan area;
 - b. Review proposed amendments to the Plan and to make substantive recommendations to the respective Councils on amendments;
 - c. To act as an informal review body for any amendment, subdivision or development permit which may have significant land use implications in the Plan area;
 - d. Review proposed amendments to other statutory plans and the LUBs that impact lands within the Plan area and formulate a recommendation to both Councils.
- 7.10.4. It is intended that this Committee not have any formal decision making powers. Its primary role is to provide an opportunity to meet and discuss issues of mutual interest.
- 7.10.5. A meeting of the Committee may be convened as required at the request of either municipality.



8. Definitions

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

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

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

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

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

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

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

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

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

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

“Integrated Urban Fabric” means a development that complements the existing urban development in its vicinity by establishing an interconnected roadway network, providing connections to existing trails and open spaces and providing appropriate built for transitions.

“Intermunicipal Area Concept Plan” (IACP) means a statutory plan, prepared to a professional standard, encompassing multiple $\frac{1}{4}$ sections, that is contained within the IDP area, and prepared in accordance with the Section 633 of the Act.

“Intermunicipal Development Plan” (IDP) means this document, the County of Grande Prairie No. 1 / City of Grande Prairie Intermunicipal Development Plan pursuant to Section 631(1) of the Municipal Government Act.

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

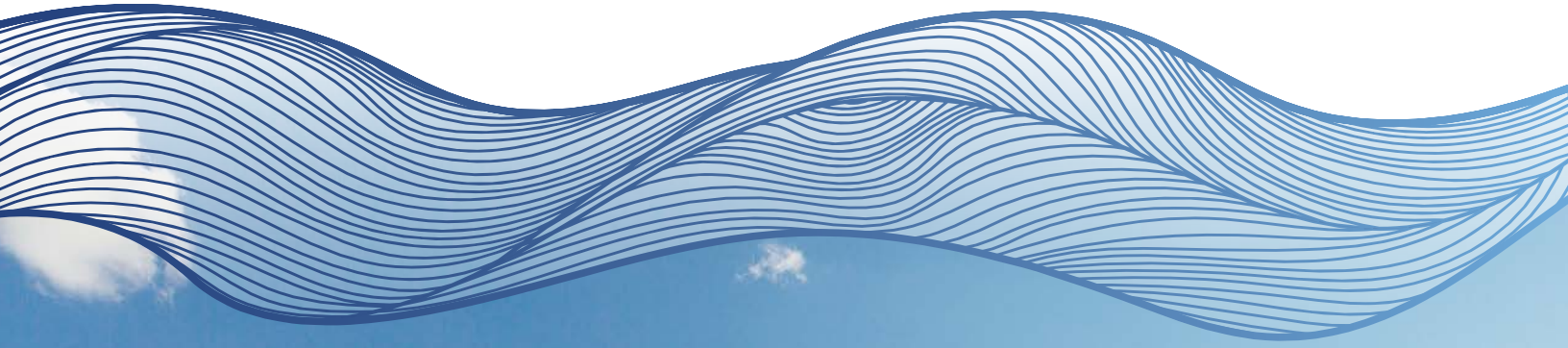
“Non-Residential” when referring to a subdivision or development permit application, means any commercial, industrial, institutional or recreational use, but does not include an accessory building or use.

“Outline Plan” (OP) means a non-statutory or statutory plan used by the City prepared to a professional standard and (usually) encompassing an entire quarter ($\frac{1}{4}$) section that is contained within an approved ASP. An OP provides more detailed information specific to the rezoning and subdivision of the quarter ($\frac{1}{4}$) section (or portion thereof).

“Parties” means the County of Grande Prairie No. 1 and the City of Grande Prairie.

“Plan Area” means the area described in this document and generally comprising the entire IDP.

APPENDIX 1. MGA Section 631 and 633



Intermunicipal development plans

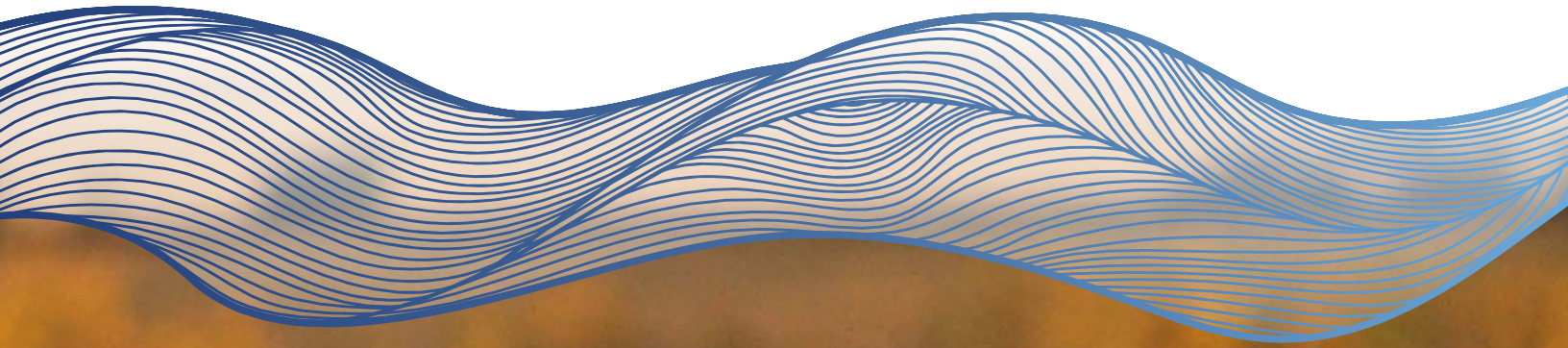
- 631 (1)** Subject to subsections (2) and (3), 2 or more councils of municipalities that have common boundaries and that are not members of a growth region as defined in section 708.01 must, by each passing a bylaw in accordance with this Part or in accordance with sections 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary.
- (2)** Subsection (1) does not require municipalities to adopt an intermunicipal development plan with each other if they agree that they do not require one, but any of the municipalities may revoke its agreement at any time by giving written notice to the other or others, and where that notice is given the municipalities must comply with subsection (1) within one year from the date of the notice unless an exemption is ordered under subsection (3).
- (3)** The Minister may, by order, exempt one or more councils from the requirement to adopt an intermunicipal development plan, and the order may contain any terms and conditions that the Minister considers necessary.
- (4)** Municipalities that are required under subsection (1) to adopt an intermunicipal development plan must have an intermunicipal development plan providing for all of the matters referred to in subsection (8) in place by April 1, 2020.
- (5)** If 2 or more councils that are required to adopt an intermunicipal development plan under subsection (1) do not have an intermunicipal development plan in place by April 1, 2020 because they have been unable to agree on a plan, they must immediately notify the Minister and the Minister must, by order, refer the matter to the Land and Property Rights Tribunal for its recommendations in accordance with Part 12.
- (6)** Where the Minister refers a matter to the Land and Property Rights Tribunal under this section, Part 12 applies as if the matter had been referred to the Tribunal under section 514(2).
- (7)** Two or more councils of municipalities that are not otherwise required to adopt an intermunicipal development plan under subsection (1) may, 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.

- (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.
- (9) Despite subsection (8), to the extent that a matter is dealt with in a framework under Part 17.2, the matter does not need to be included in an intermunicipal development plan.
- (10) In creating an intermunicipal development plan, municipalities must negotiate in good faith.

Area structure plans

- 633 (1)** For the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt an area structure plan.
- (2)** An area structure plan
- (a)** must describe
 - (i)** the sequence of development proposed for the area,
 - (ii)** the land uses proposed for the area, either generally or with respect to specific parts of the area,
 - (iii)** the density of population proposed for the area either generally or with respect to specific parts of the area, and
 - (iv)** the general location of major transportation routes and public utilities,and
 - (b)** may contain any other matters, including matters relating to reserves, as the council considers necessary.

APPENDIX 2. Dispute Resolution Process Schedule (ICF)



Dispute Resolution Provisions Schedule

1. Definitions

- 1.1. In this Schedule,
- b. "Initiating Party" means a party who gives notice under section 2 of this Schedule;
 - c. "Mediation" means a process involving a neutral person as a mediator who assists the parties to a matter and any other person brought in with the agreement of the parties to reach their own mutually acceptable settlement of the matter by structuring negotiations, facilitating communication and identifying the issues and interests of the parties;
 - d. "Mediator" means the person or persons appointed to facilitate by mediation the resolution of a dispute between the parties.

2. Notice of dispute

- 2.1. When a party believes there is a dispute under a framework and wishes to engage in dispute resolution, the party must give written notice of the matters under dispute to the other parties.

3. Negotiation

- 3.1. Within 14 days after the notice is given under section 2 of this Schedule, each party must appoint a representative to participate in one or more meetings, in person or by electronic means, to attempt to negotiate a resolution of the dispute.

4. Mediation

- 4.1. If the dispute cannot be resolved through negotiations, the representatives must appoint a mediator to attempt to resolve the dispute by mediation.
- 4.2. The initiating party must provide the mediator with an outline of the dispute and any agreed statement of facts.
- 4.3. The parties must give the mediator access to all records, documents and information that the mediator may reasonably request.
- 4.4. The parties must meet with the mediator at such reasonable times as may be required and must, through the intervention of the mediator, negotiate in good faith to resolve their dispute.
- 4.5. All proceedings involving a mediator are without prejudice, and, unless the parties agree otherwise, the cost of the mediator must be shared equally between the parties.

5. Report

- 5.1. If the dispute has not been resolved within 6 months after the notice is given under section 2 of this Schedule, the initiating party must, within 21 days, prepare and provide to the other parties a report.
- 5.2. Without limiting the generality of subsection 5.1, the report must contain a list of the matters agreed on and those on which there is no agreement between the parties.
- 5.3. Despite subsection 5.1, the initiating party may prepare a report under subsection 5.1 before the 6 months have elapsed if
 - d. the parties agree, or
 - e. the parties are not able to appoint a mediator under section 4 of this Schedule.

6. Appointment of arbitrator

- 6.1. Within 14 days of a report being provided under section 5 of this Schedule, the representatives must appoint an arbitrator and the initiating party must provide the arbitrator with a copy of the report.
- 6.2. If the representatives cannot agree on an arbitrator, the initiating party must forward a copy of the report referred to in section 5 of this Schedule to the Minister with a request to the Minister to appoint an arbitrator.
- 6.3. In appointing an arbitrator under subsection 6.2, the Minister may place any conditions on the arbitration process as the Minister deems necessary.

7. Arbitration process

- 7.1. Where arbitration is used to resolve a dispute, the arbitration and arbitrator's powers, duties, functions, practices and procedures shall be the same as those in Division 2 of Part 17.2 of the Municipal Government Act.
- 7.2. In addition to the arbitrator's powers under subsection 7.1, the arbitrator may do the following:
 - c. require an amendment to a framework;
 - d. require a party to cease any activity that is inconsistent with the framework;
 - e. provide for how a party's bylaws must be amended to be consistent with the framework;
 - f. award any costs, fees and disbursements incurred in respect of the dispute resolution process and who bears those costs.

8. Deadline for resolving dispute

- 8.1.** The arbitrator must resolve the dispute within one year from the date the notice of dispute is given under section 2 of this Schedule.
- 8.2.** If an arbitrator does not resolve the dispute within the time described in subsection 8.1, the Minister may grant an extension of time or appoint a replacement arbitrator on such terms and conditions that the Minister considers appropriate.

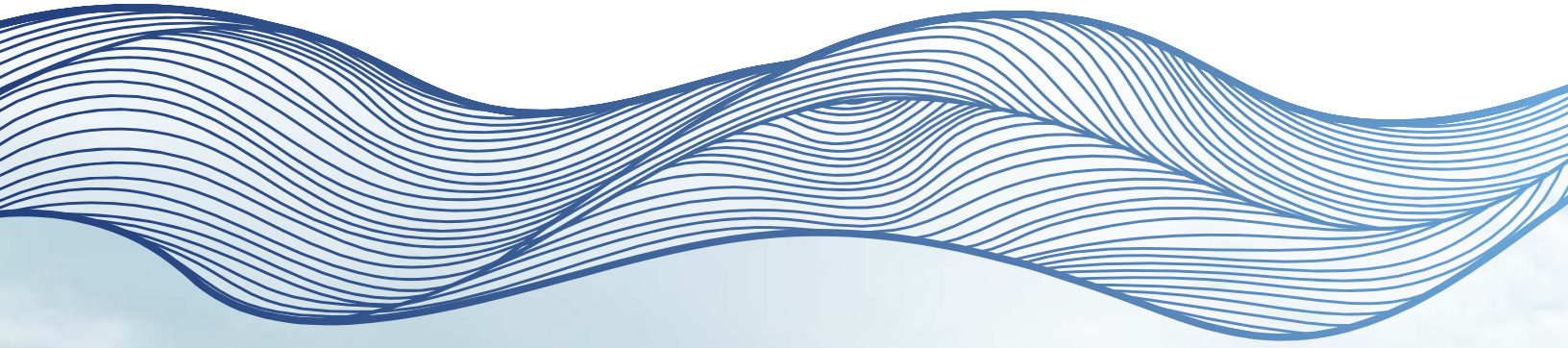
9. Arbitrator's order

- 9.1.** Unless the parties resolve the disputed issues during the arbitration, the arbitrator must make an order as soon as possible after the conclusion of the arbitration proceedings.
- 9.2.** The arbitrator's order must
 - c.** be in writing,
 - d.** be signed and dated,
 - e.** state the reasons on which it is based,
 - f.** include the timelines for the implementation of the order, and
 - g.** specify all expenditures incurred in the arbitration process for payment under section 708.41 of the Act.
- 9.8.** The arbitrator must provide a copy of the order to each party.
- 9.9.** If an order of the arbitrator under section 9.2 is silent as to costs, a party may apply to the arbitrator within 30 days of receiving the order for a separate order respecting cost.

10. Costs of arbitrator

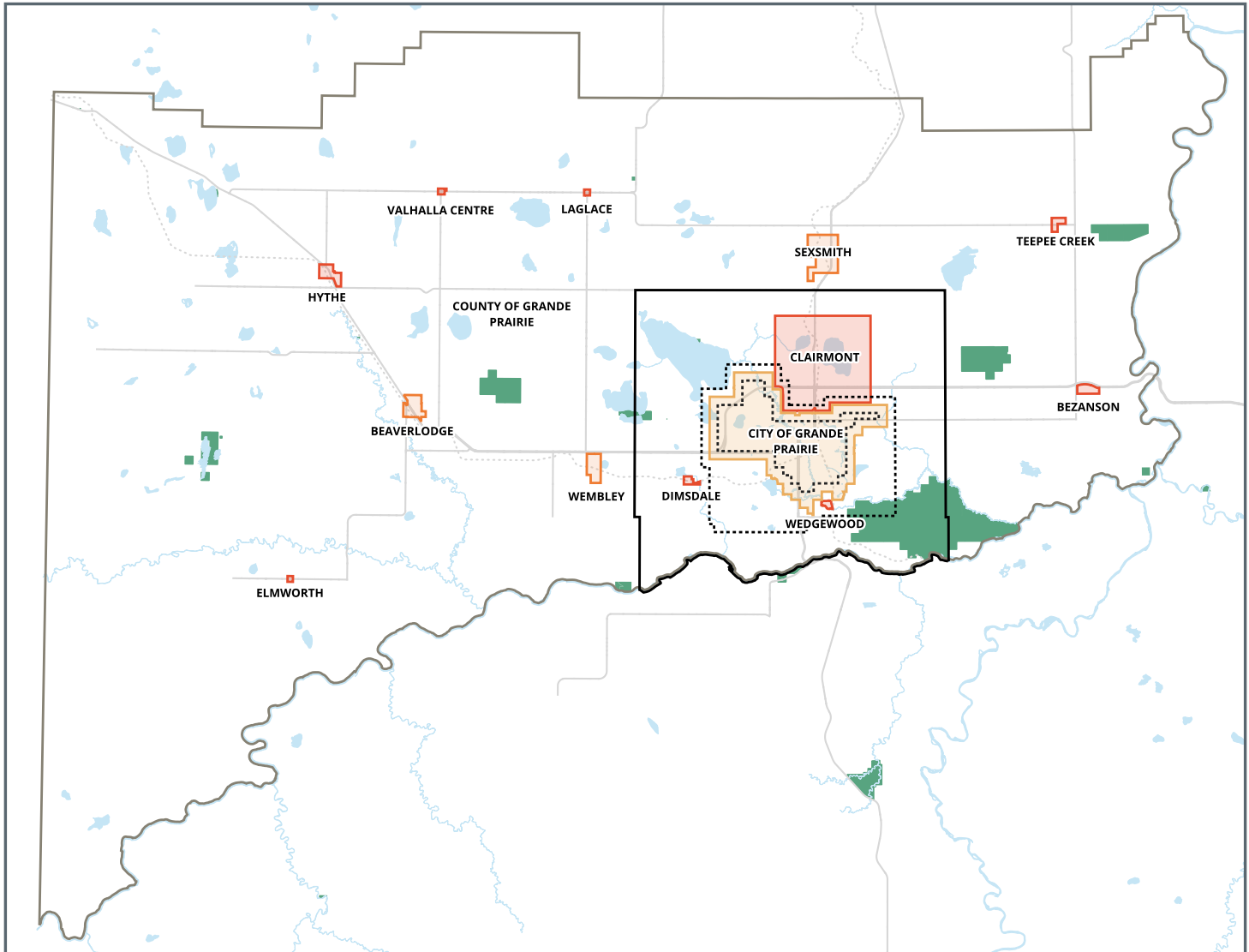
- 10.1.** Subject to an order of the arbitrator or an agreement by the parties, the costs of an arbitrator under this Schedule must be paid on a proportional basis by the municipalities that are to be parties to the framework as set out in subsection 10.2.
- 10.2.** Each municipality's proportion of the costs must be determined by dividing the amount of that municipality's equalized assessment by the sum of the equalized assessments of all of the municipalities' equalized assessments as set out in the most recent equalized assessment.

APPENDIX 3. Maps



Map 1 | Regional Context

City of Grande Prairie & County of Grande Prairie No.1 Intermunicipal Development Plan

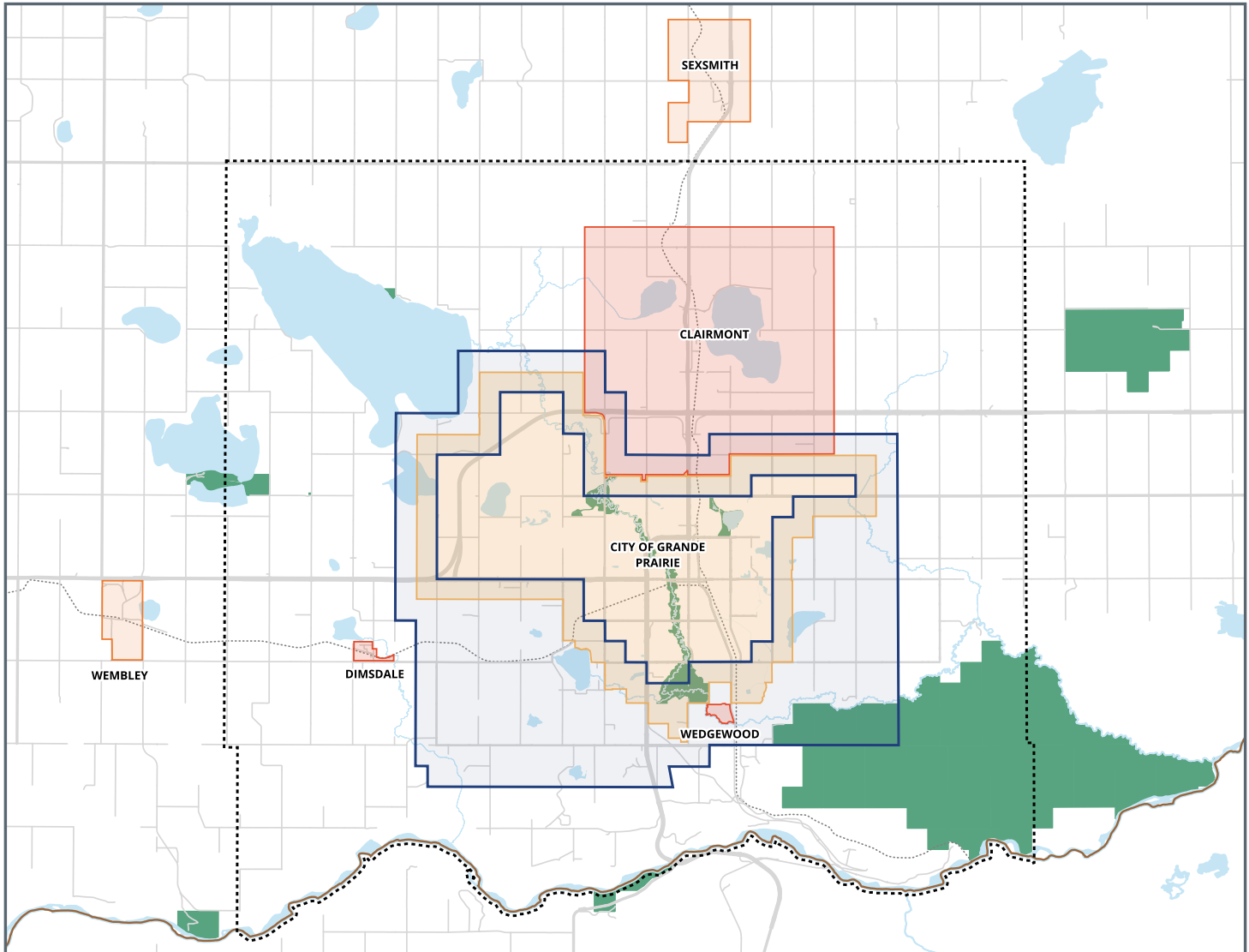


Legend

- County of Grande Prairie Municipal Boundary
- City of Grande Prairie
- Towns in County of Grande Prairie
- Hamlets in County of Grande Prairie
- IDP Boundary
- Regional Context Area
- ~ Rivers & Water Courses
- Water Bodies
- Parks / Protected Areas

Map 2 | Plan Area

City of Grande Prairie & County of Grande Prairie No.1 Intermunicipal Development Plan

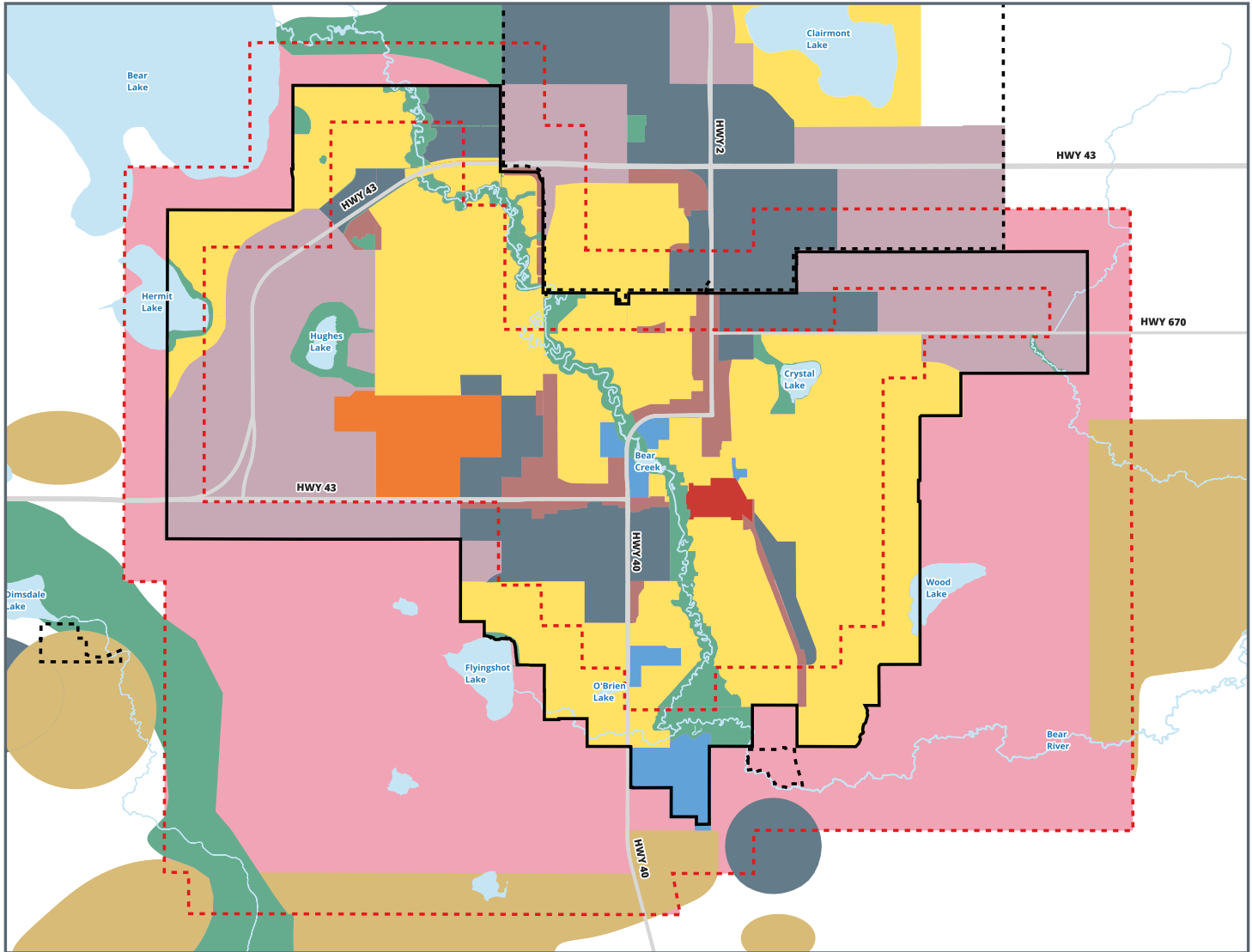


Legend

- County of Grande Prairie Municipal Boundary
- Regional Context Area
- IDP Area
- Roads & Highways
- Railway
- City of Grande Prairie
- Towns within the County of Grande Prairie
- Hamlets within the County of Grande Prairie
- ~ Rivers & Water Courses
- Water Bodies
- Parks / Protected Areas

Map 4 | Existing Land Use Vision

City of Grande Prairie & County of Grande Prairie No.1 Intermunicipal Development Plan



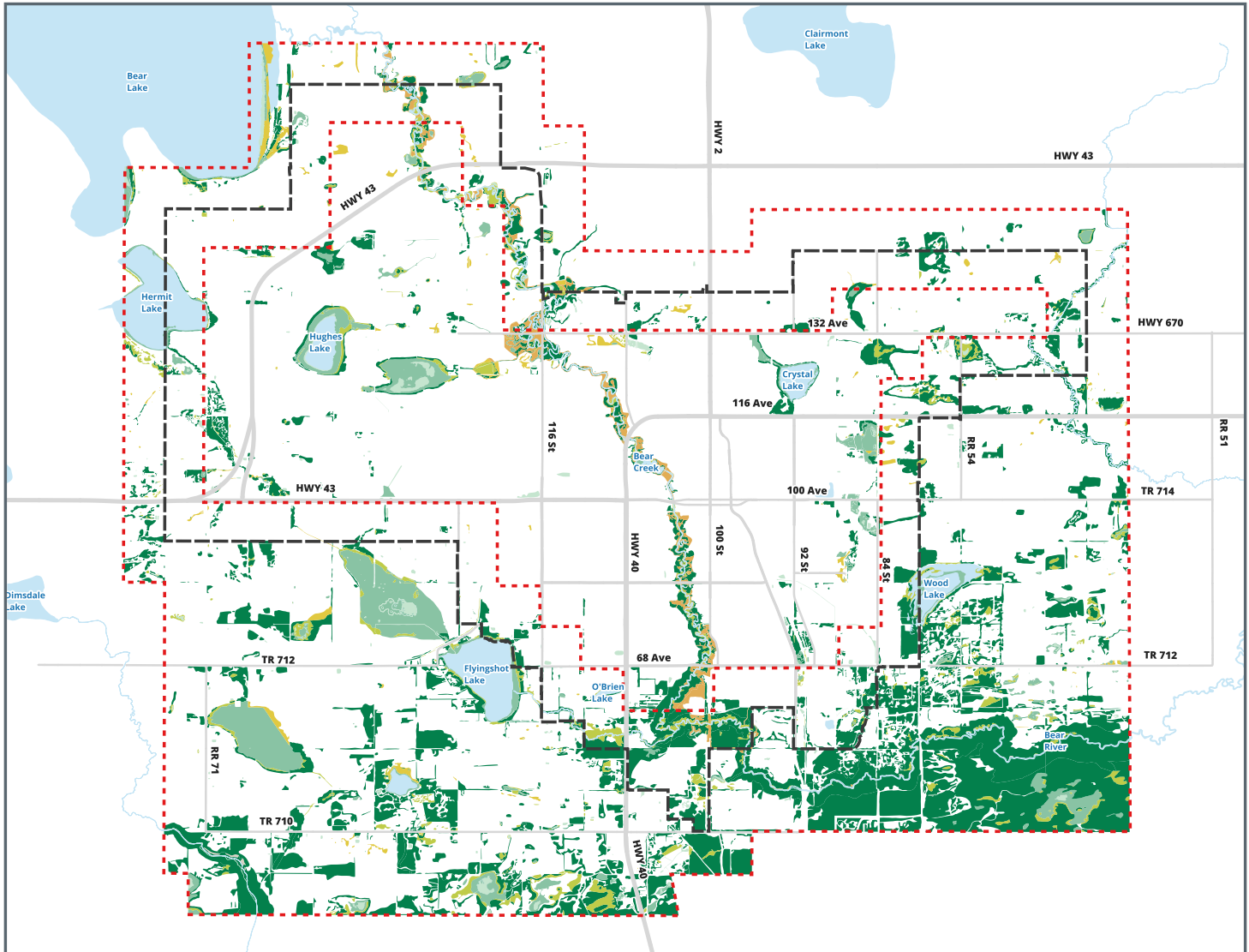
Legend

- IDP Boundary
- City of Grande Prairie Municipal Boundary
- Hamlets in County of Grande Prairie
- Roads & Highways
- ~ Rivers
- Lakes

Generalized Land Use Designations*

- Residential
- County Residential
- Commercial
- Industrial/Commercial
- Industrial
- Parks / Natural Areas
- Rural-Urban Fringe
- Public Service
- Central Business District
- Airport

*Generalized Land Use Designations were generated through the combination of land use visions presented the City of Grande Prairie and the County of Grande Prairie No.1 MDPs in effect at the time of this IDPs production. It is recognized that this map is not representative of existing land uses at the time. This map is included for context purposes to understand the broader land use vision for areas adjacent to the IDP.



Legend

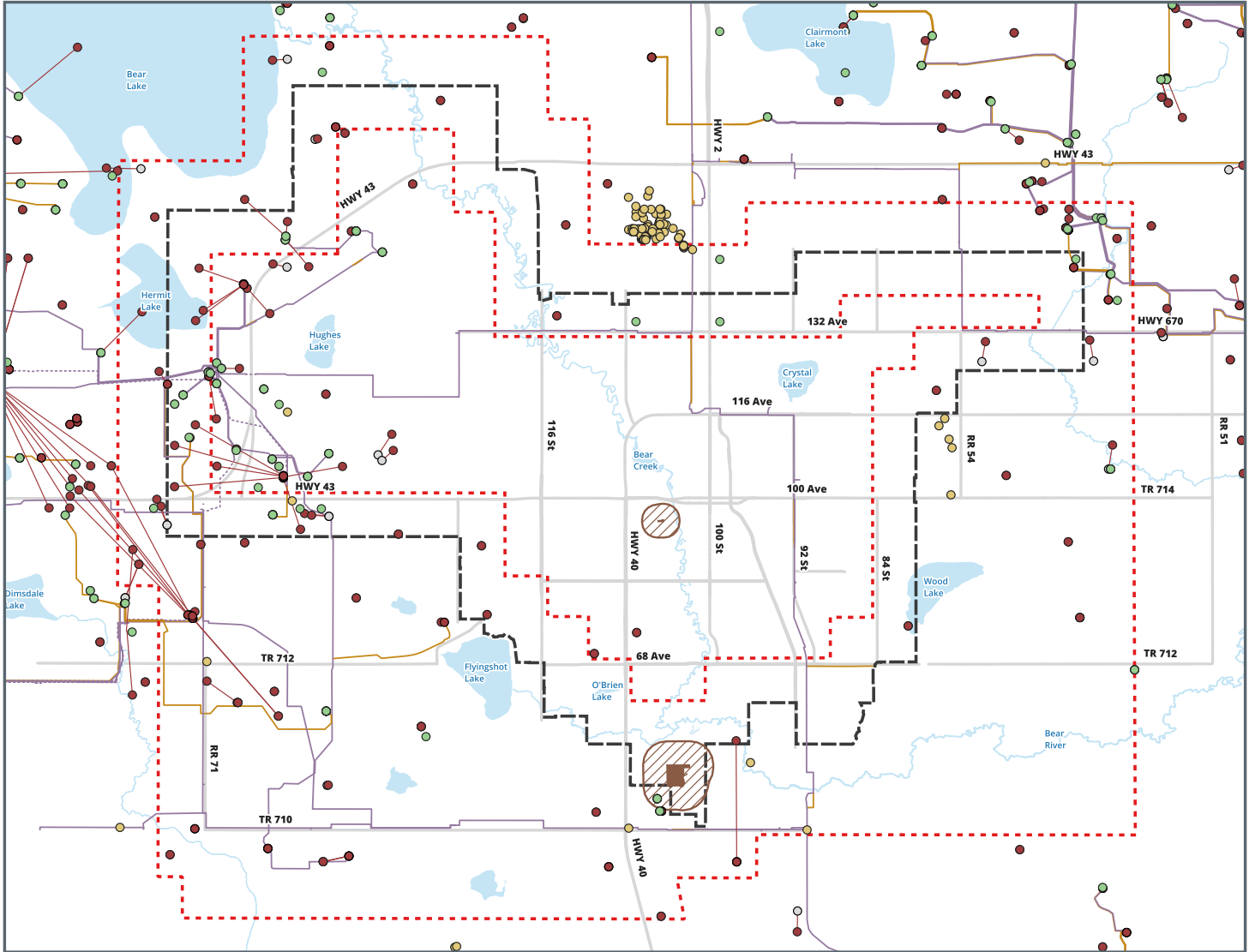
- IDP Boundary
- City of Grande Prairie Municipal Boundary
- Roads & Highways
- Rivers & Watercourses
- Lakes

Land Cover Type

- Open Water Wetlands
- Marsh Wetlands
- Forested
- Shrub
- Wet Cropland
- Grassland

Map 6.1 | Existing Development Constraints

City of Grande Prairie & County of Grande Prairie No.1 Intermunicipal Development Plan



Legend

IDP Boundary

City of Grande Prairie Municipal Boundary

Roads & Highways

Rivers

Lakes

Oil & Gas Wells / Pipelines

Active Wells

Inactive Wells

Well Pipe

Oil & Gas Facilities

LP Flow Meter

Operating Pipeline

Future Pipeline

Abandoned/Disconnected Pipeline

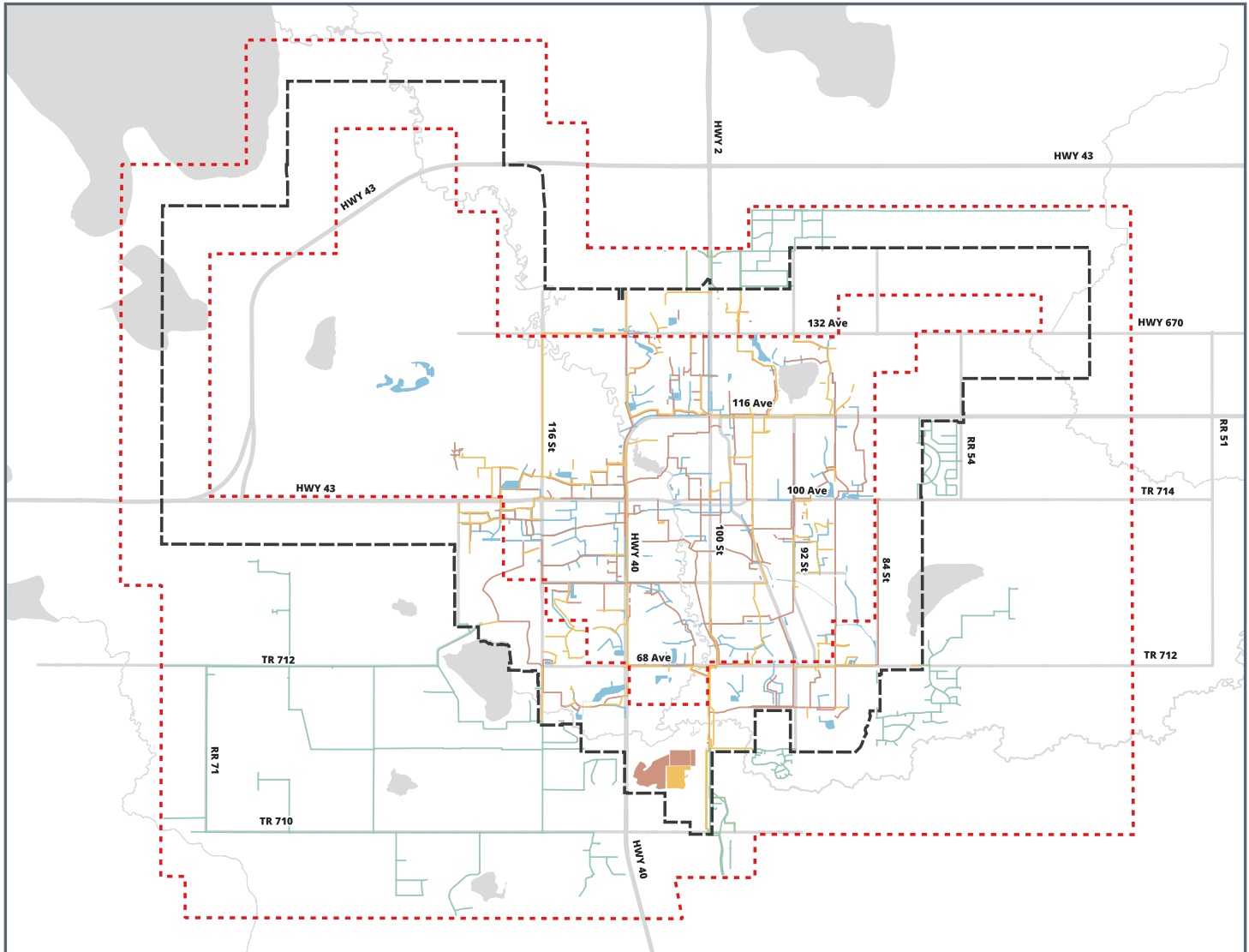
Solid Waste

Waste Management Facility

Limited Development Buffer Around Facility

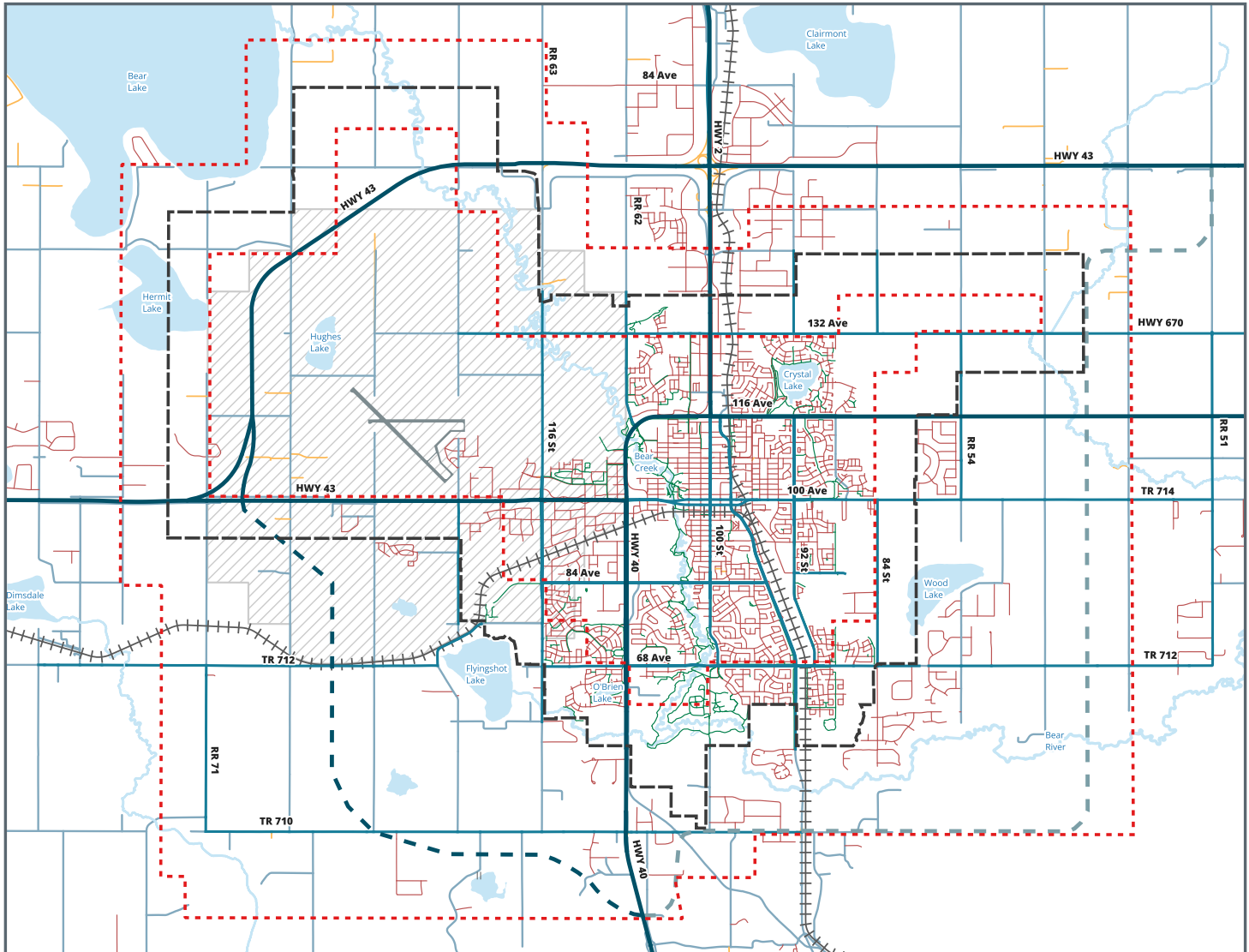
Map 6.2 | Existing Servicing

City of Grande Prairie & County of Grande Prairie No.1 Intermunicipal Development Plan



Legend

- | | | |
|---|----------------------------|----------------------------|
| IDP Boundary | Major Water Lines | Major Stormwater Lines |
| City of Grande Prairie Municipal Boundary | Stormwater Ponds | Major Sanitary Sewer Lines |
| Roads & Highways | Lagoons | Major Water Lines |
| Rivers | Water Treatment Facilities | |
| Lakes | | |

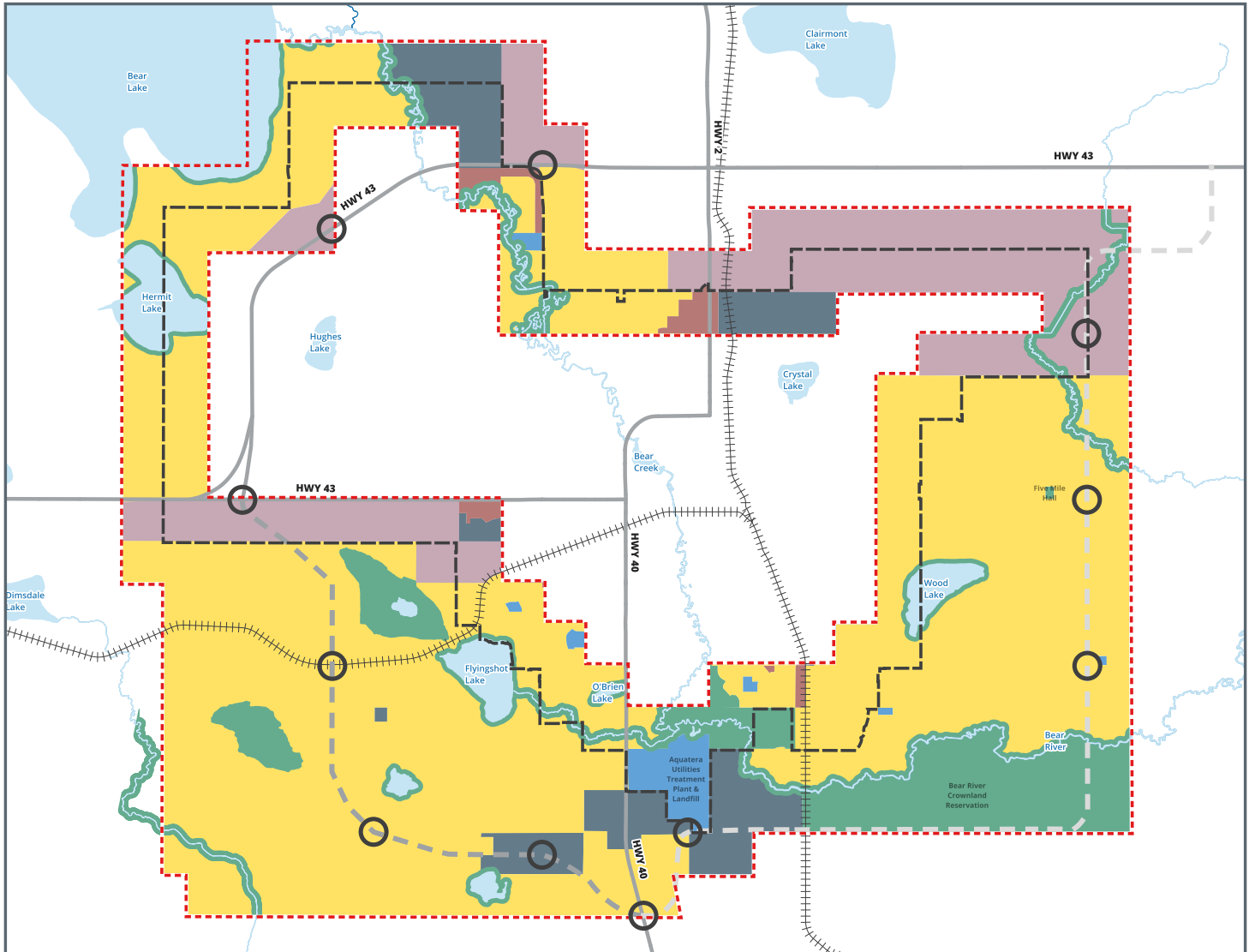


Legend

- IDP Boundary
- City of Grande Prairie Municipal Boundary
- Rivers & Watercourses
- Lakes
- Railway
- Airport Vicinity Overlay
- Highway / Expressway
- Future Highway 40X Bypass
- Future Ring Road
- Arterial Road
- Collector Road
- Local Road
- Other Roadway Type
- Trails

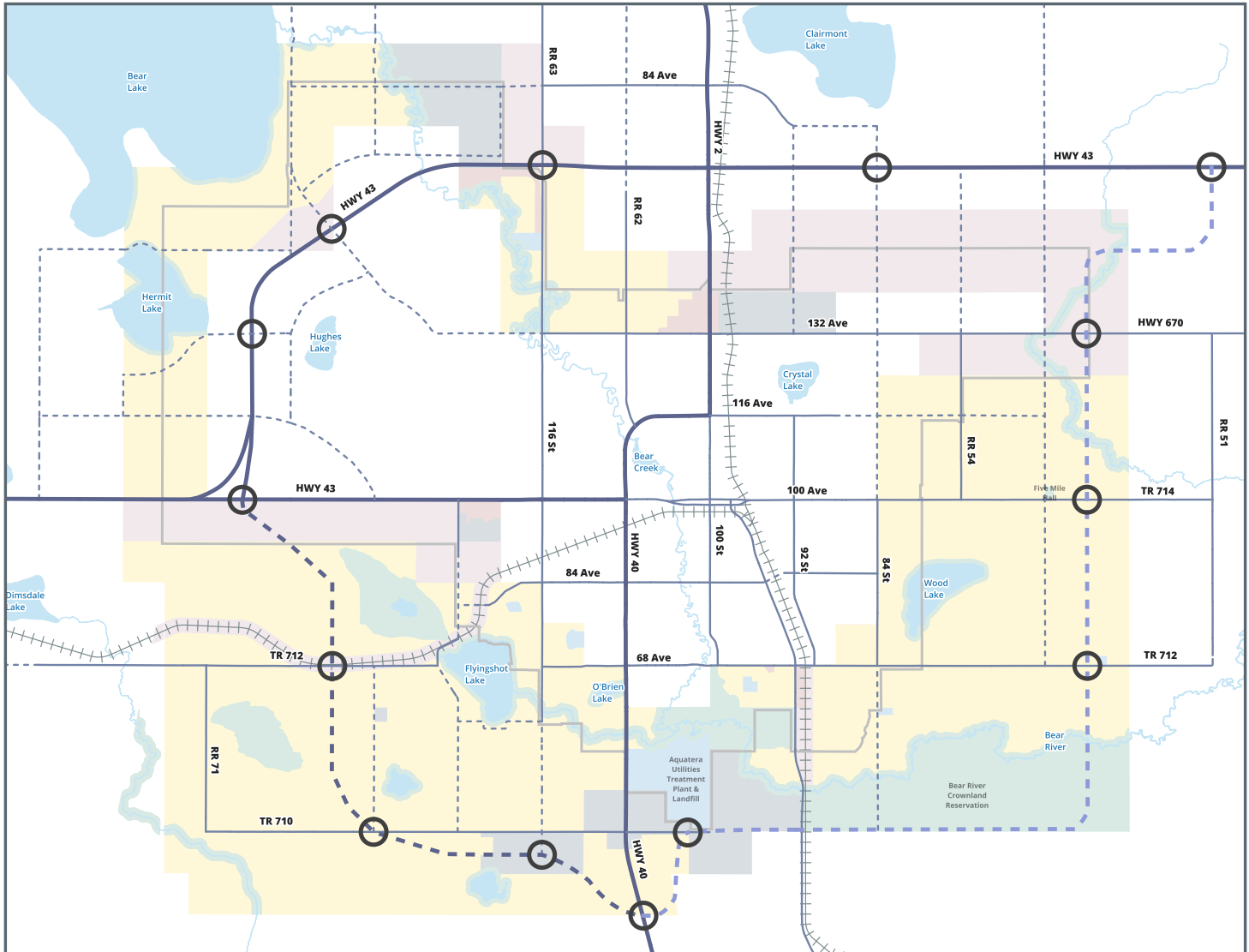
Map 7 | Future Land Use Concept

City of Grande Prairie & County of Grande Prairie No.1 Intermunicipal Development Plan



Legend

- | | | |
|---|---------------------------|--------------------------------|
| IDP Boundary | Highway | Residential |
| City of Grande Prairie Municipal Boundary | Future Highway 40X Bypass | Commercial |
| Rivers | Future Ring Road | Industrial |
| Lakes | Future Interchange | Commercial / Industrial |
| Railway | | Public Service / Institutional |
| | | Recreation / Natural Area |

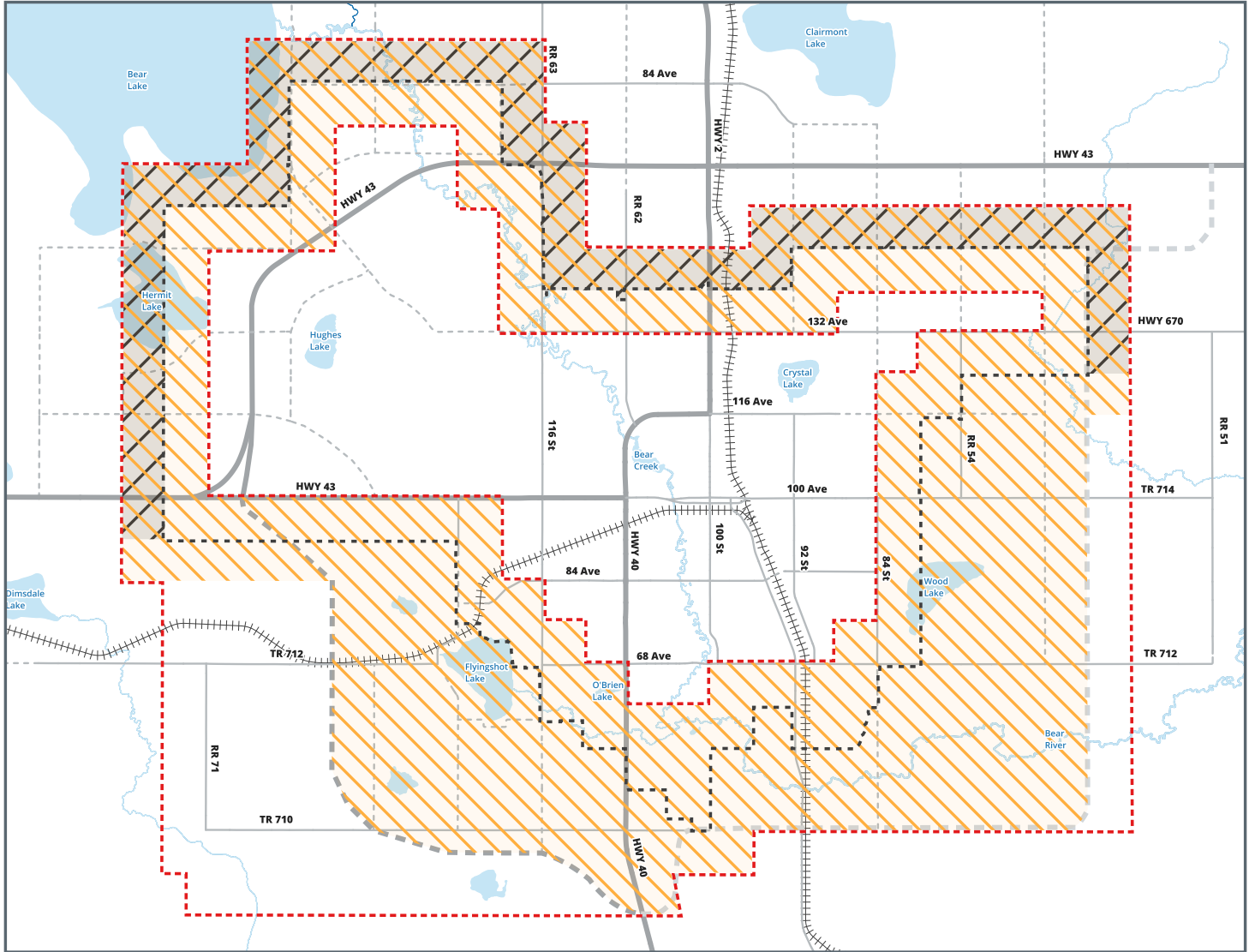


Legend

- | | | | | | |
|--|---|--|---------------------------|--|--------------------------------|
| | City of Grande Prairie Municipal Boundary | | Highway | | Residential |
| | Rivers | | Future Highway 40X Bypass | | Commercial |
| | Lakes | | Future Ring Road | | Industrial |
| | Railway | | Future Interchange | | Commercial / Industrial |
| | | | Arterial | | Public Service / Institutional |
| | | | Future Arterial | | Recreation / Natural Area |

Map 9 | Policy Areas

City of Grande Prairie & County of Grande Prairie No.1 Intermunicipal Development Plan



Legend

- | | | |
|---|---------------------------|---------------------|
| IDP Boundary | Highway | Referral Area |
| City of Grande Prairie Municipal Boundary | Future Highway 40X Bypass | IACP Exemption Area |
| Rivers | Future Ring Road | |
| Lakes | Arterial | |
| Railway | Future Arterial | |



**GRANDE PRAIRIE
INTERMUNICIPAL DEVELOPMENT PLAN**

GRANDE PRAIRIE

INTERMUNICIPAL DEVELOPMENT PLAN

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

WHAT WE ARE HEARING #4

JUNE 2024

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Background

Purpose

The purpose of this document is to document and synthesize engagement activities undertaken as a part of the Grande Prairie Intermunicipal Development Plan (IDP) project. This report will also be appended to the overall IDP document.

Public Engagement and Consultation

Public engagement and consultation with stakeholders is a key component to understanding the range of opinions and values required to undertake the intermunicipal planning process in the County and City of Grande Prairie. Events and activities are specifically designed for key members of the community, allowing developers, landowners, city administration, the municipal councils, as well as local residents to provide input and learn more about the project. The following is an overview of the prior engagement events conducted as part of this project. The findings of these engagement events are summarised in the prior 3 What We Heard Reports produced as part of the project.

Multi-Stakeholder Workshop

A Multi-Stakeholder Workshop was held on **October 31, 2019**, at Stonebridge Inn. The purpose of the workshop was to involve a variety of community groups in brainstorming activities to review the previous IDP and identify current 'hot topic' issues in the area. Participants were given a brief introductory presentation outlining the IDP process and the policies within the existing IDP. Following this, participants were provided with a series of facilitated engagement exercises to gather their feedback on specific topics.



Multi-Stakeholder Workshop Activities

Municipal Staff Interviews

A total of eight staff interviews were conducted between **December 2019** and **February 2020**, in which key members of city and county staff, community organisations, and relevant professionals were interviewed in small groups on key aspects of the IDP related to their areas of focus. Interviews typically lasted around an hour. Topics discussed included issues related to planning and development, transportation, servicing and infrastructure, community social services, emergency services, water distribution and wastewater collection, and parks, recreation and environment.

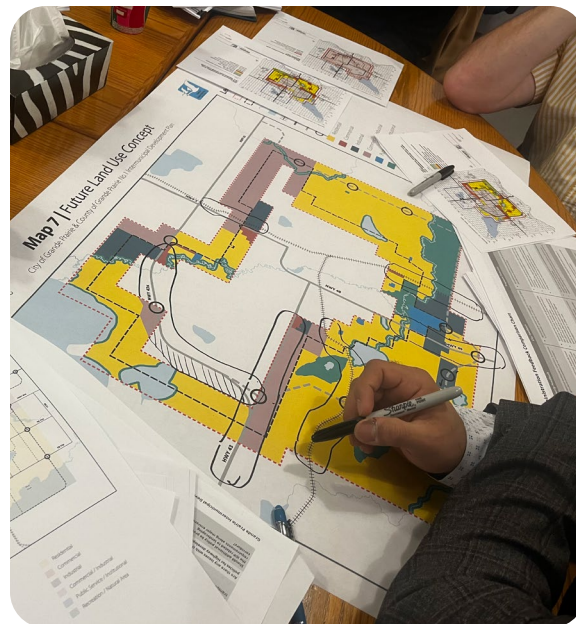


Multi-Stakeholder Workshop Refreshments

Steering Committee Meetings

A Joint Steering Committee composed of members of the City and County councils and administration was established to help guide and provide input on the development of the IDP. The Joint Steering Committee helped to identify and review long-term concerns related to the future vision, land uses, servicing, transportation, environmental concerns, aesthetics, and other issues identified through the planning process of the IDP project. Additionally, the committee was responsible for providing recommendations to the Project Team and providing direction regarding the nature and content of the IDP. A total of three Steering Committee meetings have been held throughout the project on the following dates:

- **Steering Committee Meeting #1:** October 2019
- **Steering Committee Meeting #2:** May 31, 2023
- **Steering Committee Meeting #3:** December 7, 2023



Steering Committee Meeting #3 - Map Review



Steering Committee Meeting #3 - IDP Draft Review

What We Are Hearing

This section provides a summary of feedback received during the engagement activities conducted as part of the project between April 2024 and July 2024.

Online Presentation to Industry Professionals

Event Details

In May 2024, the key highlights of the draft IDP were presented to a number of industry professionals who worked in the region. The presentation provided an overview of the new IDP and key policy changes. Following the presentation, the project team facilitated an open discussion with the industry professionals, allowing them to provide feedback. A total of **12** professionals from **7** different organizations attended the presentation.

The presentation and subsequent discussion revolved around **7** key topics in the IDP for which professional input was important. The topics were as follows:

1. **IDP Vision & Guiding Principles**
2. **Future Land Use Concept**
3. **Area Structure Plan Requirements**
4. **Referral Requirements**
5. **Growth Monitoring Requirements**
6. **Servicing Requirements**
7. **Dispute Resolution Process**

Feedback Received

The following table summarizes the feedback received by the industry professionals on each of the key topics.

Table 1. Industry Professional Feedback

Topic	Feedback
Draft IDP Vision & Plan Objectives	<ul style="list-style-type: none"> • Overall, what is in the vision is good. Nothing significant seems to be missing and what has been included is good to work towards.
Future Land Use Concept	<ul style="list-style-type: none"> • For areas identified as Residential on the map, mixed use developments should be supported or at least allowed, so as to not unnecessarily constrain development. • For areas where Industrial lands are adjacent to Residential, transition areas or setbacks should be required either through identification on the map or through supplementary policies.
Referral Requirements	<ul style="list-style-type: none"> • These policies are sufficient. No issues with what is there. • Development applications should still be referred if they are contentious.

Table 1. Industry Professional Feedback (Continued)

Topic	Feedback
Area Structure Plan Requirements	<ul style="list-style-type: none"> • If the cost of Intermunicipal Concept Plans (the larger, more general ASPs) are able to be made the responsibility of the developer, there should not be many accompanying studies required. Local Area Structure Plans (the smaller, more detailed plans) will require additional studies already, and putting an extensive, additional cost burden on developers could impede the viability of development in the IDP area. • Having the Area Structure Plans not be jointly produced is good. It should help with project efficiency. • Developers should not have to wait for Intermunicipal Concept Plans to be completed if they want to develop an area. If they have to wait for the County to complete them it could be a significant hitch for development.
Growth Monitoring Requirements	<ul style="list-style-type: none"> • No issues with the reduction of policies here. Seems good for development.
Servicing Requirements	<ul style="list-style-type: none"> • The improved clarity in the servicing requirements is great. It will help usability and efficiency. • It is good that the areas to the north of the city are exempt from the requirement to connect to municipal servicing. Such a requirement could significantly impact the viability of developing those lands
Dispute Resolution Process	<ul style="list-style-type: none"> • One of the problems with the previous IDP was the lack of clarity in the provided Dispute Resolution process. It often resulted in disputes being overly inhibitive. It is essential to ensure that the process in the new IDP is much clearer. • The policies that are present look good.

Open House Drop in Sessions #1 & #2

Event Details

In July 2024, two open houses were hosted for the project, one in the City and one in the County, providing residents of both municipalities the opportunity to learn about the plan and provide their feedback on it's policies and content. These open houses were designed as drop-in sessions, and were open for anyone to attend. Refreshments were also provided. The open houses occurred at the following times and locations:

1. **July 18, 6:30 p.m. - 8:30 p.m.** at the LSM Room in **TARA Centre, Evergreen Park** (55051 Township Rd 710)
2. **July 19, 11:00 a.m. - 1:00 p.m.** at Teresa Sargent Hall in **Montrose Cultural Centre** (9839 103 Ave)

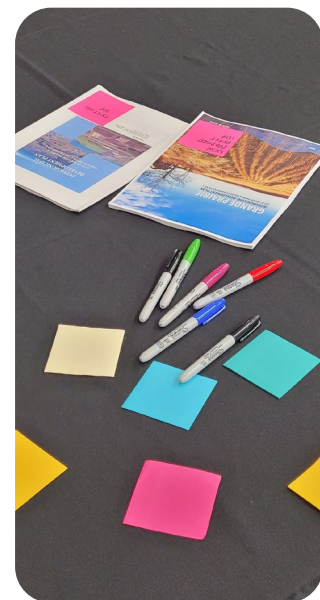
43 individuals attended the Open Houses.

At the open houses, a number of panels displayed key information, maps & policies from the IDP. Residents were free to move around the space, view the panels, and provide comments at their own pace. Members of the project team from both the City and the County helped to facilitate conversations and answer questions throughout the event.

Feedback Recieved

Throughout both events, sticky notes and markers were made available to participants on which they could write out their comments. Spaces to place the stickies on each of the boards were included so that residents could place their comments on the portions of the IDP that their comments related to and so individuals could view the thoughts of other residents in the area. If participants were not comfortable leaving public comments, or wanted to provide feedback after the open house had ended, a supplemental survey mirroring the feedback opportunities at the open house was available online. Feedback detailed in the following tables was taken both from comments provided at the event, and those provided through the supplemental survey. Residents also had the opportunity to identify their neighbourhood of residence in the plan area by placing an identifying sticker on a map.

Figure 1. Neighbourhood of Residence Feedback



Open House Feedback Materials

Table 2. Open House Feedback

Panel Topic	Feedback
Public Engagement Process	<ul style="list-style-type: none"> • Developers, environmental consultants and other professionals should be consulted if they weren't already. • More City & County staff should potentially be consulted. 8 individuals might not have been enough to get meaningful feedback.
IDP Vision & Path Objectives	<ul style="list-style-type: none"> • More boardwalk spaces in or near the wetlands should be established • New plans should avoid congestion & overcrowding • Green spaces and connections to green spaces should be enhanced • When developing land, existing trees should be left standing when possible • Light and noise pollution should be minimized near the wilderness • More trees should be planted on boulevards and in large parking lots • Natural and wildlife corridors should also be maintained and preserved along with environmental features
Future Land Use Concept Map	<ul style="list-style-type: none"> • The future draft land use vision makes sense • The west side of the ring road should be straightened • A higher proportion of lands identified as industrial should be in the City • Trail accessibility in the IDP area should be improved • The area south of hermit lake should be identified as a natural area, not as residential. It is a wetland and wildlife corridor • Incentives should be provided for developments in commercial and industrial areas to put more trees • The IDP should explore opportunities to expand the trail network • Railway crossings should be provided overpasses or underpasses • The camp tamarack dispositions are currently designated as residential but should be designated as natural areas.



July 19 Open House Setup

Table 2. Open House Feedback (Continued)

Panel Topic	Feedback
Future Transportation Concept Map	<ul style="list-style-type: none"> • Traffic lights are needed at the intersection of Township Rd 712A & 116th St. • 116th St and Township Rd 712A are misidentified on the map. They are existing roads, not future. • The road between Highway 2 and Whispering Ridge should be paved, it's very dusty. • The road between Hermit & Hugest lake should be removed as it passes through a wildlife corridor • The alignment of the roads North of Highway 43 need to be reexamined • The roads around Wood Lake and the wetlands to the North should be removed
Residential Policies	<ul style="list-style-type: none"> • Biophysical studies should be required for any development within any wetland or wooded area, not just for developments within named areas • 2-4-0 & Glyphosate spraying in green alleys should be stopped • Residential areas should preserve natural corridors & wetlands
Commercial / Light Industrial Policies	<ul style="list-style-type: none"> • Commercial policies should be required to plant more trees • It is good that trees and natural spaces are encouraged in industrial developments
Parks, Recreation & School Policies	<ul style="list-style-type: none"> • The trail to the Aquaterra bridge should be paved • A new paved trail along the correction line connecting the new dunes parking to Evergreen Park • Parks and trails need to work together to form a whole corridor through the area.
Environmental Policies	<ul style="list-style-type: none"> • These polices are good.
Transportation Policies	<ul style="list-style-type: none"> • No heavy truck routes should be allowed through residential areas
Referral Requirements	<ul style="list-style-type: none"> • There should be no referral area going into the County. It lets the City inhibit development.
ASP Requirements	<ul style="list-style-type: none"> • ASPs shouldn't be necessary. They may limit or stop all development.
General Comments on the IDP	<ul style="list-style-type: none"> • The IDP uses many different acronyms that can be difficult to understand. A cheat sheet with a list of all acronyms/definitions would be good to include in the IDP as a quick reference for layman users. • City demographics section of the document could better reflect the number of indigenous people as it may impact service delivery

Next Steps

The following steps for the project are intended to be undertaken in the following months:

1. **Develop the Final Version of the IDP**, revised with alterations based on previous engagement feedback. This version of the IDP is to be finalized around the end of August.
2. **Submit the Final Version of the IDP** to the City and County councils to initiate the approval process.
3. **Host Open Houses #3 & #4**, allowing the public an opportunity to view the revised version of the IDP prior to the public hearing for the plan.
4. **Hold a Joint Public Hearing** for the IDP, following both councils giving a first & second reading to the plan, allowing the public to provide their support or opposition to the plan.
5. **Enact the New IDP**, if it is approved following three readings by council, causing its policies to come into effect and replace the regulation provided in the currently in effect IDP

Approval of the Intermunicipal Development Plan is slated for **October - November 2024**.

Stay Involved

To stay up to date on the project and future engagement opportunities, visit the project web pages at:

engage.cityofgp.com/idp or engagecountygp.ca/city-county-idp

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**GRANDE PRAIRIE
WHAT WE ARE HEARING #4**