



CAROLINE-CLEARWATER INTERMUNICIPAL DEVELOPMENT PLAN



April 2019



**Bylaw No. 2019-003 &
Bylaw No. 1061/19**



VILLAGE OF CAROLINE

BYLAW NO. 2019-003

Being a bylaw to adopt the Caroline-Clearwater Intermunicipal Development Plan

WHEREAS, Section 631(1) of the Municipal Government Act, RSA 2000, Chapter M-26, as amended, provides that two or more councils may, by each passing a bylaw, adopt an intermunicipal development plan; and

WHEREAS, the Village of Caroline and Clearwater County have worked collaboratively to prepare an intermunicipal development plan; and

WHEREAS, the Council of the Village of Caroline deems it desirable and appropriate to adopt the Caroline-Clearwater Intermunicipal Development Plan;

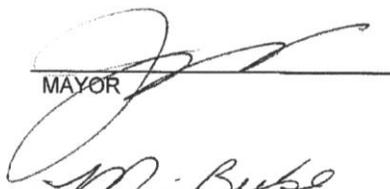
NOW THEREFORE, the Council of the Village of Caroline, duly assembled, enacts as follows:

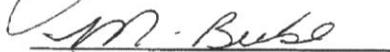
1. That the document titled "Caroline-Clearwater Intermunicipal Development Plan" dated April 2019 as attached and forming part of this Bylaw be adopted;
and
2. That this Bylaw shall take effect upon the final passing thereof.

READ a first time this 9 day of April, 2019.

READ a second time this 14 day of May, 2019.

READ a third time and finally passed this 14 day of May, 2019.


MAYOR


CHIEF ADMINISTRATIVE OFFICER

BYLAW NO. 1061/19

Being a bylaw to adopt the Caroline-Clearwater Intermunicipal Development Plan

WHEREAS, Section 631(1) of the Municipal Government Act, RSA 2000, Chapter M-26, as amended, provides that two or more councils may, by each passing a bylaw, adopt an intermunicipal development plan; and

WHEREAS, the Village of Caroline and Clearwater County have worked collaboratively to prepare an intermunicipal development plan; and

WHEREAS, the Council of Clearwater County deems it desirable and appropriate to adopt the Caroline-Clearwater Intermunicipal Development Plan;

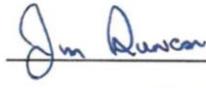
NOW THEREFORE, the Council of Clearwater County, duly assembled, enacts as follows:

1. That the document titled "Caroline-Clearwater Intermunicipal Development Plan" dated April 2019 as attached and forming part of this Bylaw be adopted;

and

2. That this Bylaw shall take effect upon the final passing thereof.

READ a first time this 9 day of APRIL, 2019.



REEVE

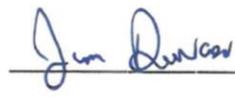


CHIEF ADMINISTRATIVE OFFICER

PUBLIC HEARING held this 14 day of MAY, 2019

READ a second time this 14 day of MAY, 2019.

READ a third time and finally passed this 14 day of MAY, 2019.



REEVE



CHIEF ADMINISTRATIVE OFFICER

CAROLINE-CLEARWATER INTERMUNICIPAL DEVELOPMENT PLAN

TABLE OF CONTENTS		PAGE
1.0	Introduction	1
1.1	Plan Background	1
1.2	Plan Area and Plan Goals.....	1
1.3	Role of the Plan and Relationship to Other Plans	2
1.4	Structure and Interpretation of the Plan.....	3
2.0	Community Vision and Context.....	4
	Our Vision.....	4
	Our Context	5
3.0	Growth Management	7
4.0	Economic Development and Fiscal Health.....	9
5.0	Land Use Policy Areas	11
5.1	Village Growth Area	13
5.2	Joint Growth Area	15
5.3	County Growth / Rural Acreage Area.....	17
5.4	Natural / Open Space Area	18
5.5	Agricultural / Rural Development Area.....	20
6.0	Multi-Modal Transportation	21
7.0	Utility Services.....	23
8.0	Plan Implementation and Administration.....	25
8.1	Intermunicipal Committee	25
8.2	Communication and Referral Processes.....	26
8.3	Dispute Resolution	28
8.4	Urban Expansion and Annexation.....	31
8.5	Implementation	32
Maps		
	Map A: Plan Area	after 34
	Map B: Significant Features	after 34
	Map C: Land Use Policy Areas.....	after 34
	Map D: Open Space and Trails.....	after 34
	Map E: Plan Area and Referrals Areas.....	after 34

1.0 INTRODUCTION

1.1 Plan Background

Clearwater County and the Village of Caroline cooperate extensively on economic development, tourism, recreation and the delivery of municipal services. The Village and County have adopted Municipal Development Plans to guide future land use decisions and development within each of their municipalities. There is a natural and logical extension of the cooperation between the two municipalities into the area of land use planning pertaining to the undeveloped portions of the Village and areas beyond the Village boundaries considered to be of mutual interest. These lands form part of the Greater Caroline Area.

Intermunicipal planning is an ongoing effort between two or more municipalities to make land use planning decisions in a manner that reflects the mutual and individual interests of the affected municipalities. An Intermunicipal Development Plan (IDP) is one of the main tools used in this effort.

An IDP is a broad-based policy document that is designed to ensure that development takes place in an environmentally responsible and sustainable manner without significant unnecessary costs and negative impacts on either municipality. It recognizes the difficult challenges facing both municipalities as they try to deal with the expectant growth pressures in a way that is mutually beneficial. An IDP is expected to provide both municipalities with a comprehensive long range plan that reduces potential development conflicts, addresses community concerns and provides a framework for ongoing consultation and cooperation in areas of mutual concern. The Plan is intended to help create the type of community that is desired in the future.

Land use planning decisions made by the Village and County affect and influence one another. Some of the prominent planning issues include potential conflicts between urban and rural land uses in proximity to one another and coordinating infrastructure and provision of municipal services. Positive relations, achieved through communication, consultation and cooperation, can provide many opportunities to share resources, achieve economic development goals and reduce the costs of providing municipal and community services.

This plan is an Intermunicipal Development Plan between Clearwater County and the Village of Caroline as described under the Municipal Government Act, RSA, 2000 (as amended).

1.2 Plan Area and Plan Goals

The Caroline - Clearwater Intermunicipal Development Plan applies to all lands within the Village Boundary and the areas of the County shown on *Map A: Plan Area*. The Plan is intended to guide development and provide a basis for inter-municipal discussion and collaboration where developments in one municipality have the potential to impact the environment or the economic opportunity of the other municipality. For further clarification the Plan will:

- Identify and develop policies regarding key environmental features;
- Coordinate the development of roads and other municipal infrastructure; and

- Plan for future expansion and land use change in the urban and rural portions of the identified Plan Area.

Specific goals of the intermunicipal development plan are as follows:

1. To reinforce and enhance the positive and mutually beneficial relationships between the Village and County;
2. To recognize the Village and surrounding rural areas as one diverse, mutually supporting community;
3. To encourage dialogue to reduce the potential for land use conflicts and foster a better understanding of each other's interests and views;
4. To achieve a common purpose for growth and development in the Greater Caroline Area which is supportive of intermunicipal agreements and other cooperative initiatives in the provision of municipal services;
5. To promote certainty for rural land use and development activities by designating and safeguarding areas for continued rural development;
6. To confirm future urban growth directions and land requirements and allowing for the efficient and economical expansion of the Village;
7. To enable both parties to jointly consider the effects that a specific development in one municipality might have on the other; and
8. To promote effectiveness and efficiency in the delivery of services including such things as coordinating transportation planning.

1.3 Role of the Plan and Relationship to Other Plans

The Intermunicipal Development Plan (IDP) is one part of the overall system of plans that guide and direct future growth and development within the Village of Caroline and the portion of Clearwater County within the Plan Area. As a policy document the IDP is general in nature and long range in its outlook. The Plan is based on growth and development over the next 50 plus years. It is capable of addressing significant increases in population and changes in development in response to economic forces and societal trends. It provides the means whereby County Council and Village Council, other decision makers, and the community can evaluate immediate situations or proposals in the context of a long range plan. Periodic amendments and revisions to the Plan will occur over this 50 year plus timeframe envisioned in the Plan.

Both the Village and County rely on their respective Municipal Development Plans and area structure plans to provide further and more detailed guidance on land use planning decisions.

These plans and the IDP must be consistent with one another. In several areas, the IDP provides the very broad direction in expectation of more detailed planning at a later date. In other cases the IDP specifically defers to these more detailed plans. Where there is a discrepancy or conflict between this IDP and any other plan adopted by the Village or the County, the policies of this IDP prevail to the extent of any discrepancy or conflict.

In addition to its direction on future land uses, the IDP includes policies related to and mechanisms for coordinating developments adjacent the boundaries between the two municipalities. The IDP contains policies acknowledging the Village of Caroline's plans for long term expansion into parts of the County. It also acknowledges the interest in developing lands in the County in proximity to Caroline. Communication and referral protocols to coordinate these two aspirations are fundamental elements of the IDP.

While the IDP focuses on the Village and County as the primary decision makers for land use planning approvals and the legislative obligations of the two municipalities, the Vision and ideas discussed throughout the Plan can be used by other parties. This may include community groups, individual property owners, or businesses that seek to make the Vision for the Greater Caroline Area become reality through their own choices, investments and actions.

1.4 Structure and Interpretation of the Plan

The IDP is divided into a series of sections and topics for ease of reference and use. In interpreting and implementing the IDP it is important to recognize that the Plan is a long-term document and that it will take many years to reach the full extent of the Vision that it sets out. Interpretation and implementation of some of the IDP policies will require the exercise of judgment, discretion and ongoing and open communication between the Village and County.

It is also important to bear in mind that the IDP works best as a comprehensive whole and should be interpreted in a holistic manner. While the Plan is structured by topic area it is important to view all of the policy directions in context with one another rather than as individual parts. In this way, the several policy statements are intended to contribute towards achieving the full essence of the Vision and land use policy framework that has been agreed upon by the two municipalities.

The IDP contains "shall", "should" and "may" policy statements. "Shall" policies are those which must be followed. "Should" policies mean compliance to the principle is required but the applicable authority has some discretion based on the circumstances of the specific case that is under consideration. "May" policies indicate that the applicable authority determines the level of compliance that is required.

Finally, all of the text in this Plan that is not expressly identified as a policy statement is provided for information, context and clarification only. Maps contained in the Plan must be interpreted with the policies in the text of the Plan and are not considered policy on their own.

2.0 Community Vision and Context

Our Vision: A prosperous community at the West Country's doorstep

“The Greater Caroline Area is a prosperous, inviting and welcoming community to all residents and visitors. Residents enjoy a high quality of life in a safe and affordable close knit community. A wide range of housing opportunities for families of all sizes in a culturally diverse community is available. Caroline’s urban area is the dynamic and multi-faceted service centre to the Greater Caroline Area. Recreational business and employment opportunities are bountiful, with a variety of facilities and programming for all ages and abilities. The inspiring natural scenery invigorates the community and attracts new residents and tourists. Employment opportunities are plentiful, adding to the magnetic attraction to the community. Unparalleled access through and around the Greater Caroline Area is provided by a network of vibrant open spaces and trail systems.”

Key Attributes

- *Natural Setting* – As the Gateway to the West Country, we value the mountainous backdrop, forested areas, agricultural landscape and starry skies that contribute to the community’s setting and appeal.
- *Preservation of Agricultural Land* – Agricultural lands and activities are an important part of the community’s identity, economy and our heritage.
- *Natural Features* – We value and preserve the abundant natural features in the area, including wetlands, tree stands, urban trees and the Raven River corridor as vital components of our community.
- *Open Space* – A variety of multi-use trails, hiking trails, sidewalks, paths and riding trails can be found throughout our community, connecting the parks and natural open spaces with the urban and rural setting.
- *Employment and Economic Development*– Businesses of all sizes are economically important, providing employment opportunities and services to our community.
- *Community Identity* – The architecturally attractive, clean and well-kept businesses and properties in Caroline are in keeping with our community’s theme, which creates a sense of pride and identity.
- *Tourist Hub* – The urban setting provides a range of convenient amenities, services and attractions for travelers passing through and those visiting our community.
- *Service Centre* – Our urban setting serves as a regional service centre to the greater Caroline area, offering a range of medical, professional and social services to area residents, visitors and tourists.

- *Housing Mix and Range* – We offer a wide range of residential choices from country residential acreages to single detached dwellings and a host of multi-family high density housing forms.
- *Seniors Living* – We host a variety of seniors living options, including independent living options, assisted living and long term care facilities.
- *Recreational Opportunities* – We offer a variety of recreational facilities for rodeo, agricultural, sporting, arts and culture and community related events, with a wide variety of programming available to the community in these spaces.
- *Community Events and Programming* – A wide variety of community events and activities are offered year round for our residents and visitors alike.
- *Efficient and Sustainable Infrastructure* – Infrastructure is provided in a coordinated manner with land use development that makes efficient use of existing infrastructure connections and public funds.
- *Infrastructure Availability* – Affordable and effective water, wastewater, transportation, and telecommunication infrastructure is available to all of our existing and new developments.

Our Context: Key Influences of the Plan

Our community is located along Highway 54 and the Highway 22 corridor near the eastern slopes of the Rocky Mountains. We are a gateway into the West Country where many Albertans visit and recreate in the nearby natural areas. As residents, we enjoy beautiful, majestic scenery and natural spaces containing many lakes, rivers and streams, woodlands and forests. Agriculture, oil and gas, forestry and recreation related tourism activity contribute to our local economy.

The Village of Caroline is the main commercial and service centre within the southeastern part of Clearwater County. There were approximately 512 residents of the village in 2016 at the time of the latest census. Estimates of the population within a 20 kilometer distance of the village range from 3,500 to 3,800.

There is a high degree of daily interaction among County and Village residents as they share employment opportunities, school facilities and educational programs, and recreation facilities. Village and County residents participate on the same teams and in the same clubs, shop at the same stores, frequent the same restaurants and volunteer with the same community organizations.

There are several physical features in the area around Caroline that have an influence on how we have planned for our future growth and land uses. Many of these are shown on *Map B: Significant Features*. A summary discussion is provided below. More detail about the Greater

Caroline Area and the information that helped shape this Plan is available in the *Caroline – Clearwater Intermunicipal Development Plan Background Report* under separate cover.

Key Influences

- *Raven River* - the Raven River parallels Highway 54 to the south and runs south of the village. It is part of a World Class fishery, a key drainage course through the community, and a valuable wild life habitat and corridor. The lands along the river consist of a shallow valley within which the river meanders. Most of the immediately abutting land contains tree cover.
- *Crown quarters* – the NE 13-36-6-5, the SE 24-36-6-5, the North Half of 11-36-6-5 are Crown owned lands. The NE 13, on the east side of the village, contains the Caroline Museum and Campground. The NE 13 and SE 24 are largely characterized by low lying, wet lands. The North Half of 11 lies south of the village along the Raven River and consists of treed and meadow areas.
- *Road network* - Highway 54 (part of the Highway 22 corridor) is the primary east-west travel route through the Greater Caroline Area. There is one paralleling gravel County road 1.5 miles to the north and a partially paralleling gravel County road 2.5 miles to the south. The Caroline North Road and the Caroline South Road are paved municipal roads which provide access through the area for north-south travel.
- *Oil and gas wells and pipelines* - there are several active oil and gas wells in the area surrounding the village. Most are sweet wells with a required setback of 100m. One, located to the southeast of the village is a sour well requiring a 1.5 kilometer setback distance. The setbacks restrict the future development of residential, urban expansion and public assembly types of land use.
- *Major sour oil/gas pipelines* - located less than a mile north of the village is a significant corridor of sour oil/gas pipelines that require a 1.5 kilometer setback distance. These pipelines run east-west. A similar set of pipelines runs in a north-south direction approximately 1.75 miles to the east of the village.
- *Village waste water treatment plant and sewage lagoon* - this facility is located half a mile south of Highway 54 outside the Village boundaries. It requires a 300m setback for any residential, food related or public assembly uses.
- *Agricultural lands* - much of the land that has been cleared for agricultural use in the Greater Caroline Area is relatively high quality with farmland assessment rates ranging between 34 percent and 60 percent.

3.0 GROWTH MANAGEMENT

Goal:

To direct future growth in a manner that is compatible with the heritage, character and physical setting of the Greater Caroline Area and minimizes potentially negative social, fiscal and environmental impacts

Objectives:

1. To promote compact, contiguous and accessible development provided with efficient public services while preserving open space, agricultural land and environmentally sensitive areas that are not suitable for development
2. To manage future growth and development in a responsible, orderly and cost-efficient manner through the necessary degree of land use control
3. To identify, recognize and manage potential implications of growth and development on the Plan Area

Policy Statements:

- 3.1 Major future development areas shall be planned prior to any Land Use Bylaw amendments allowing development to occur in the Village Growth Area, Joint Growth Area or County Growth / Rural Acreage Area shown on *Map C: Land Use Policy Areas*. Amendments to Municipal Development Plans, area structure plans, outline plans and/or concept plans shall be the primary tools in this regard and shall be supported by technical studies and servicing information where necessary.
- 3.2 Such studies as may be needed to understand the implications a proposed use or development may have on the Plan Area may be required by the municipality having jurisdiction. These may include social impact assessments, environmental impact assessments, traffic studies or economic impact studies, or similar studies and assessments. Either municipality may request any of the background studies that have been completed from the other municipality or request that a particular study be undertaken.
- 3.3 The Village and County shall explore and, where practical and desirable, implement cost-sharing or service enhancing arrangements for the provision of municipal services to the residents and properties in the Plan Area in accordance with the Caroline-Clearwater Intermunicipal Collaboration Framework.

- 3.4 Both municipalities shall seek to make the most efficient use of land within their jurisdiction in keeping with the character of their respective communities and the life style opportunities and needs that they seek to accommodate as described in their respective Municipal Development Plans.
- 3.5 Both municipalities shall recognize the value of the natural environment in contributing to the area's high quality of life and shall, within the scope of their jurisdiction and working with other municipalities and levels of government where applicable, seek to maintain and enhance a healthy natural environment to the benefit of area residents.
- 3.6 Recognizing that Province controls the development of confined feeding/intensive livestock operations, the Village and County shall not support new confined feeding/intensive livestock operations or the expansion of existing operations within 3.2 kilometers (2 miles) of the Future Village Boundary or the County Growth / Rural Acreage Area shown on *Map C: Land Use Policy Areas*.
- 3.7 When an area structure plan, an outline plan, a concept plan, a subdivision application or a development permit application is proposed that involves land on either side of and within 200m of the TransCanada Pipeline rights of way, as shown on *Map E: Plan Area and Referral Areas*, the municipality that has jurisdiction over approval of the plan or application shall refer the matter to TransCanada for review and input.
- 3.8 When either municipality receives a referral from the Alberta Energy Regulator or from a proponent for a license for any oil or gas related infrastructure, they shall share the referral and related information with the other municipality. The Village and the County shall coordinate their responses on these referrals in an effort to avoid the creation of additional constraints to development that may result from mandatory setbacks and the presence of oil and gas wells, facilities and pipelines.
- 3.9 Where residential and non-residential uses are close to one another, each municipality shall ensure an acceptable transition and/or buffer is provided in accordance with their respective Municipal Development Plan, any applicable area structure plan and their Land Use Bylaw.
- 3.10 Commercial and industrial development shall provide a high standard of building and overall site appearance on all parcels adjacent the Highway 54 right-of-way running through the Plan Area. This shall include orienting buildings to face the highway, creating attractive architectural appearances on building elevations visible from the highway and planting landscaping materials to break up and soften views of commercial and industrial properties.

4.0 ECONOMIC DEVELOPMENT AND FISCAL HEALTH

Goal:

To enhance wealth generation and employment opportunities within the Greater Caroline Area

Objectives:

1. To foster economic development for the plan area by recognizing the needs of the area community, both municipalities and the local economy
2. To work together in providing a land base and land use pattern capable of supporting a range of appropriate economic activities
3. To promote the establishment of sustainable assessment bases capable of supporting desired levels of municipal service provision for the area community

Policy Statements:

- 4.1 The Village and County shall work together to ensure a strong and stable local economy within the broader regional economy. This may include cooperating in an ongoing economic development program and/or targeted initiatives.
- 4.2 Both municipalities shall work towards diversification of local economic sectors to increase employment opportunities and increase the size of the non-agricultural and non-residential assessment base. Activities that are not related to the oil and gas sector, such as value added agriculture, value added manufacturing or processing of resources, and tourism, shall be strongly encouraged in addition to accommodating ongoing investment in the oil and gas sector.
- 4.3 The Village and County shall actively encourage and attract agriculture and value-added agricultural activity to the Greater Caroline Area.
- 4.4 The Village and County shall actively encourage and promote increased tourism related economic activity in the Greater Caroline Area and the development of Caroline as a tourist hub and tourism service centre.
- 4.5 The Village and County shall ensure that their combined land use patterns within the Plan Area provide a suitable inventory of lands for commercial and industrial development. This includes a range of choice for potential commercial and industrial activities in terms of parcel sizes, access and visibility along major travel corridors, available municipal services, and levels of servicing.

- 4.6 While a broad range of commercial and industrial (which includes value-added agriculture) uses and development is desirable, those uses and developments which may detract from the community's character, quality of life for area residents, unduly impact on the environment, or cause negative social implications may not be permitted.
- 4.7 The Village and County shall explore, and if deemed feasible, establish a large vehicle and recreational vehicle parking and support area on the east side of the village along Highway 54. This may include a large parking area, public washrooms, business directory and visitor information kiosks, picnic tables and benches, and connections to the trail and sidewalk system, and a recreational vehicle sani-dump. The intent is to attract more passing traffic and tourists to stop and take advantage of the commercial services in Caroline.

5.0 LAND USE POLICY AREAS

Map C: Land Use Policy Areas divides the Plan Area into five (5) land use policy areas that are subject to specific policies (see Sections 5.1 through to 5.5). Other broad policies, such as those contained in 3.0 Growth Management and 4.0 Economic Development, apply across all five of these policy areas in addition to the specific policies.

Each policy area serves a different long term purpose and function. The land use patterns, traditionally residential, commercial, industrial, etc., in each area are intended to be governed by either the Village or the County Municipal Development Plan and any applicable adopted area structure plan. This approach has been selected to provide the required broad policy direction required at the level of the Intermunicipal Development Plan (IDP) while maintaining consistency with the land use patterns and policies of the two Municipal Development Plans.

The five (5) land use policy areas and their primary roles and functions are as follows:

Village Growth Area – this area shows the existing lands within the Village of Caroline and lands that will eventually be needed to expand and grow the village. The Current Village Boundary is shown along with a Future Village Boundary. Land uses in this area are expected to include residential, commercial, industrial, institutional and open space uses based on the Village of Caroline Municipal Development Plan. Planning decisions in this area are expected to be made by the Village where the subject land is within the Village boundary. Planning decisions for the lands beyond the Current Village Boundary are expected to be made in a manner that does not hinder the ability to develop the subject land as part of the future urban area.

Joint Growth Area – this area shows locations where the Village and County will work together to create opportunities for commercial and/or industrial uses to locate close to the village and increase employment in the Greater Caroline Area. Development of each site is expected to be a cooperative venture with each municipality making a contribution. The resulting benefits are expected to be shared between the Village and County. The specific land uses are expected to be consistent with the County's Municipal Development Plan and any adopted applicable area structure plan.

County Growth / Rural Acreage Area – this area shows the opportunity to establish a concentrated future neighbourhood of rural acreages in an area close to the village and the available amenities and services. It is in an area that does not pose conflict with the long term expansion of the village and is accessible to paved roadways and electricity infrastructure. Land uses in this area are expected to include residential, agriculture and open space based on the policies of the County's Municipal Development Plan and any adopted applicable area structure plan. A primary purpose for this area is to create opportunity to increase the County population and Greater Caroline Area population by creating rural living opportunities that are difficult to economically achieve in the village.

Natural / Open Space Area – this area includes the four quarter sections that are owned by the Crown and lands that should remain in their natural state. Lands along the Raven River, where conversion of part of the parcel to a non-agricultural use is possible, are intended to be dedicated as environmental reserve to preserve the natural features and allow public access to the river. Future trail and recreation opportunities are also possible in these areas. Part of these areas straddles the boundary between the County and the long term expansion area of the Village. It is expected that the Natural / Open Space Area will form a buffer between urban commercial and residential uses and rural acreage uses. Further, it is expected that the creation of recreation amenities, such as trails, will be a collaborative effort between the Village, County, community members and the Province.

Agricultural / Rural Development Area – this area shows the lands that are intended to remain predominantly agricultural use and not to be converted to residential, commercial or industrial use. It is recognized that a typical rural landscape may contain a variety of agricultural uses, resource extraction uses, first parcel out and farmstead removal residential uses, open spaces and small scale commercial/industrial uses. The intent is to allow these to continue and for any future changes to be governed by the County's Municipal Development Plan policies.

The Major Transportation Routes for motorized vehicle traffic in and close to the Plan Area are shown on *Map C: Land Use Policy Areas* to understand the relation between concentrations of land use and the need to accommodate the movement of people and goods. These consist mainly of Highway 54 running east-west and managed by Alberta Transportation and the Caroline North and Caroline South roads running north-south and managed by the County and Village. These roads and the portion Burnstick Lake Road south of Highway 54 are paved. The remaining roads shown are gravel County roads.

The land use policy areas that are intended to accommodate concentrations of residential use, specifically the Village Growth Area and the County Growth / Rural Acreage Area, have considerable capacity for future population growth. In the case of the Village Growth Area there is potential to accommodate a future population of approximately 2,370. The County Growth / Rural Acreage Area and its 14-15 quarter sections have potential to accommodate between 700 and 1,200. Reaching this combined potential population of 3,000 to 3,500 will take many years and may extend beyond the 50 plus year horizon of this Plan.

5.1 VILLAGE GROWTH AREA

Goal:

To identify sufficient space and suitable locations for the long term planned growth and expansion of the Village of Caroline

Objectives:

1. To identify the lands that currently are part of the village and lands for future expansion in consideration of present constraints and future opportunities
2. To ensure that future growth of the Village is not compromised and can contribute to the creation of a financially viable community that serves as a commercial and public service centre for the Greater Caroline Area

Policy Statements:

- 5.1.1 The area identified in *Map C: Land Use Policy Areas* as Village Growth Area shall contain the existing developed areas of the village and lands intended for future urban development as part of the Village.
- 5.1.2 Land uses within the Village Growth Area lying within the Current Village Boundary shown on *Map C: Land Use Policy Areas* shall be in accordance with the future land use concept in the approved Village of Caroline Municipal Development Plan and any applicable area structure plan. This may include residential, commercial, industrial, open space, and institutional land uses.
- 5.1.3 The density of uses and development and forms of development within the Village Growth Area lying within the Current Village Boundary shall be in accordance with the Village of Caroline Municipal Development Plan and any applicable area structure plan.
- 5.1.4 Approved and allowable uses under the present designations under the County Land Use Bylaw that apply to lands shown as Village Growth Area and outside the Current Village Boundary on *Map C: Land Use Policy Areas* may continue and/or may be approved until such time as these lands are annexed to the Village.
- 5.1.5 Conversion and/or development of the lands shown as Village Growth Area and outside the Current Village Boundary on *Map C: Land Use Policy Areas* to any use or development that is different from what is allowed under the present designations under the County Land Use Bylaw shall not occur until after these lands have been annexed to the Village.

- 5.1.6 Subdivision of lands shown as Village Growth Area and outside the Current Village Boundary as shown on *Map C: Land Use Policy Areas* for more than a single lot out of a previously unsubdivided quarter section shall not be allowed until the lands have been annexed to the Village.
- 5.1.7 Policy 5.1.6 does not apply to a subdivision that separates a portion of a quarter section or parcel of land for the sole purpose of creating a clear boundary for a portion of a quarter section or parcel of land intended to be annexed to the Village from the portion that is intended to remain in the County.
- 5.1.8 If subdivision of lands shown as Village Growth Area and outside the Current Village Boundary as shown on *Map C: Land Use Policy Areas* is approved, and municipal reserve dedication and/or school reserve dedication is allowed in accordance with the Municipal Government Act, the reserve dedication should be deferred through use of a deferred reserve caveat registered against the balance of the lands being subdivided and/or the parcel that is created.

5.2 JOINT GROWTH AREA

Goal:

To identify opportunities for joint growth managed by the Village and County to their mutual benefit and provide the basis for future discussions and management of joint growth and development by the Village and County relating to select areas and/or projects that are of mutual benefit and interest

Objectives:

1. To identify locations, scenarios, and situations where joint growth and development may be appropriate
2. To establish the broad parameters for agreements relating to implementing joint growth and development initiatives

Policy Statements:

- 5.2.1 The areas identified in *Map C: Land Use Policy Areas* as Joint Growth Area are intended for joint growth and development managed by the County and the Village. These areas may contain commercial uses, industrial uses, or a combination of commercial and industrial uses. Prior to development of either Joint Growth Area, an agreement on how to manage the joint growth location and its development will be established between the Village and the County.
- 5.2.2 Considerations and issues that shall be addressed in an agreement relating to a joint growth location or joint growth and development initiative shall include:
- a) Equitable distribution of the municipal tax proceeds resulting from the development between the Village and County in relation to the cost of maintaining and providing infrastructure and providing services;
 - b) Contribution towards the capital costs of infrastructure through the collection of offsite levies, over size improvement charges, or capital contributions built into the utility rate base, or a combination of these or similar financing tools;
 - c) If serviced with municipal water and/or wastewater, the ability to guarantee available capacity in municipal utility systems to the project/area subject to the agreement;
 - d) Standards that will apply for the design and construction of infrastructure;

- e) Establishing a suitable term of the agreement in recognition of the long term nature of land use and development decisions; and
 - f) Setting out a dispute resolution mechanism to be used solely in the context of the joint development agreement (which may be based on the process described in the Caroline-Clearwater Intermunicipal Collaboration Framework).
- 5.2.3 Prior to a change in Land Use Bylaw designation under the County Land Use Bylaw to allow commercial and/or industrial uses to develop within either Joint Growth Area shown on *Map C: Land Use Policy Areas*, an area structure plan shall be prepared in accordance with the requirements of the County's Municipal Development Plan.
- 5.2.4 Approved and allowable uses under the present designations under the County Land Use Bylaw that apply to each Joint Growth Area shown on *Map C: Land Use Policy Areas* may continue and/or may be approved until such time as the Joint Growth Area is developed and/or redeveloped for the uses approved through the area structure plan described in Policy 5.2.3.
- 5.2.5 A Joint Growth Area that is the subject of an agreement described in Policy 5.2.2 and, where the agreement is in good standing and effect, shall not form part of any proposal for annexation to the Village.
- 5.2.6 In addition to the areas shown on *Map C: Land Use Policy Areas*, either municipality may put forward suggestions for a joint growth and development initiative for discussion with the other municipality for other lands within the Plan Area. Each municipality may decline to participate in a proposed joint growth and development initiative.
- 5.2.7 Joint development initiatives should focus on major developments which hold potential to have a significant positive impact on the overall attractiveness and economic well-being of the Plan Area.

5.3 COUNTY GROWTH / RURAL ACREAGE AREA

Goal:

To provide an area for a well planned residential neighbourhood made up of country residential acreages of varying sizes to accommodate interest in rural residential opportunities in proximity to commercial and public services

Objectives:

1. To identify an area where a concentration of country residential parcels could be developed
2. To ensure compatibility of planned country residential areas with other planned uses and activities
3. To provide diversity in the housing options available in the Greater Caroline Area

Policy Statements:

- 5.3.1 The area identified in *Map C: Land Use Policy Areas* as County Growth / Rural Acreage Area is intended for residential use in the form of acreages and may also include agricultural use. The design and standards used for multi-lot residential subdivision shall be based on the applicable policies of the County's Municipal Development Plan.
- 5.3.2 With the exception of first parcel out and fragmented parcel subdivision, subdivision and development for residential purposes in the County Growth / Rural Acreage Area shown in *Map C: Land Use Policy Areas* shall be preceded by the preparation and adoption of an area structure plan, or outline plan, or concept plan as required under the County's Municipal Development Plan.
- 5.3.3 Municipal reserve, school reserve and environmental reserve dedications and open space design shall be based on the policies of the County Municipal Development Plan and any applicable, approved area structure plan, outline plan or concept plan.

5.4 NATURAL / OPEN SPACE AREA

Goal:

To create an integrated system of green space that preserves natural features for their intrinsic and functional value and provide open space, trail and recreation opportunities for the Greater Caroline Area

Objectives:

1. To preserve the natural beauty and character of the Raven River to facilitate enjoyment by residents and visitors
2. To provide opportunity to develop and maintain an open space system extending by continuous or semi-continuous links from existing open space areas in the Village to appropriate locations throughout and beyond the Plan Area
3. To protect environmentally significant areas from adverse negative impacts
4. To protect natural drainage courses and waterways critical to the Plan Area

Policy Statements:

- 5.4.1 The valley and lands along the Raven River shall be retained in their natural state except for those measures needed for utility crossings, public access and trails, or safety.
- 5.4.2 Lands along the Raven River that may be subject to flooding during a 1 in 100 year rainfall event shall be safeguarded from land uses that are not tolerant to flooding. Factors to be considered in determining the appropriateness of a land use proposed within the 1 in 100 year floodplain shall include the degree of risk to individuals and private investment and the ability to evacuate the development.
- 5.4.3 When lands near water courses and bodies of water are subdivided, environmental reserve shall be dedicated in accordance with the policies of the applicable Municipal Development Plan.
- 5.4.4 The Village and County shall work together and with other parties, such as community groups, private landowners and the Province, to preserve natural areas and create open space areas for use by area residents and the general public.
- 5.4.5 The Village and County should work with the Province to establish a trail network and enhance public access and use of the Crown owned NE 13-36-6-5 and North Half of 11-36-6-5 as shown in *Map D: Open Space and Trails*.

- 5.4.6 A regional trail network connecting points of interest within the village and points of interest in the county should be created along the Highway 54 alignment as shown in *Map D: Open Space and Trails*.
- 5.4.7 If an area structure plan is created to provide more direction for the County Growth / Rural Acreage Area, this same area structure plan should be used to refine and provide more detail for the design for the open space along the Raven River and within the Crown owned quarters that is shown in *Map D: Open Space and Trails*.

5.5 AGRICULTURAL / RURAL DEVELOPMENT AREA

Goal:

To ensure lands not needed to accommodate urban growth or non-agricultural uses remain in agricultural production

Objectives:

1. To encourage and allow lands intended for long term agricultural use to be used for a variety of agricultural and agricultural related activities as the priority land use
2. To avoid the premature subdivision and conversion of agricultural land to non-agricultural use

Policy Statements:

- 5.5.1 Agricultural use of land shall continue to be the predominant use within the Agricultural / Rural Development Area on *Map C: Land Use Policy Areas* over the long term and subdivision of agricultural lands for non-agricultural purposes should be discouraged.
- 5.5.2 Conversion of predominantly agricultural lands within the Agricultural / Rural Development Area to non-agricultural use shall not occur until an area structure plan and/or outline plan has been approved. This requirement does not apply to first parcel out subdivisions fragmented parcel subdivisions or re-designation under the Land Use Bylaw of all or a portion of a parcel to a non-agricultural designation where no subdivision is proposed.
- 5.5.3 Non-agricultural uses that may be considered as discretionary uses in the Agriculture District designation of the County's Land Use Bylaw are allowed within the Agricultural / Rural Development Area on *Map C: Land Use Policy Areas*.
- 5.5.4 Parcels created as a first parcel out or a fragmented parcel in accordance with the County's Municipal Development Plan may be used for residential purposes and any discretionary use allowed under the Agriculture District, Country Residential District and Country Residential Agricultural District designations of the County's Land Use Bylaw.

6.0 MULTI-MODAL TRANSPORTATION

Goal:

To provide a coordinated transportation system that supports the safe and efficient movement of persons and goods within the Greater Caroline Area using a variety of modes of travel

Objectives:

1. To integrate transportation and land use considerations in all transportation decision making
2. To use a system of transportation planning and management that establishes a safe and efficient transportation system
3. To coordinate transportation planning among Alberta Transportation, the County and the Village

Policy Statements:

- 6.1 The Village and County shall work with Alberta Transportation to establish a Highway Vicinity Management Agreement that facilitates intersections along Highway 54 to give access to existing and future commercial and industrial areas.
- 6.2 Both municipalities shall coordinate the planning and construction of major transportation links within the Plan Area. Where these links involve Provincial highways the two municipalities shall work in concert with Alberta Transportation to provide a satisfactory level of service and safety.
- 6.3 Both municipalities shall share their respective capital plans for transportation improvements with each other and other interested parties to ensure coordination respecting road upgrades.
- 6.4 As subdivision occurs, lands required for future transportation corridors as identified in this Plan, or in a transportation plan or a highway vicinity management agreement accepted by both municipalities, shall be protected. This may take the form of dedication of road right-of-way, registration of land acquisition agreements on title, additional building setback requirements, or a combination of these measures.
- 6.5 The right-of-way requirements for roads shall be as set out in the applicable Village or County design standards.

- 6.6 The Village and County shall consider the needs of non-motorized means of travel when designing new or upgraded major transportation routes and shall encourage Alberta Transportation to do the same. This may entail multi-use pathways and/or sidewalk connections paralleling or forming part of the major transportation routes.

7.0 UTILITY SERVICES

Goal:

To establish the broad parameters and expectations leading to the effective and cost-efficient provision of municipal utility services capable of supporting future growth and development

Objectives:

1. To determine appropriate servicing standards and expectations within the Plan Area
2. To provide for the coordination and integration of utility systems within the Plan Area
3. To provide for the orderly and cost-effective extension of servicing systems
4. To identify strategies for storm water management reflecting best management practices

Policy Statements:

- 7.1 All development shall be supplied with an appropriate level of utility services based on the location and characteristics of the development and the policies of each municipality's Municipal Development Plan.
- 7.2 Each municipality shall determine the nature of the utilities to be provided by the municipality or the developer.
- 7.3 Village water and waste water services shall not be extended beyond the Village boundaries unless these extensions form part of a joint development initiative based on the joint development policies section of this Plan or the creation of the Rural Acreage Area described in this Plan.
- 7.4 As subdivision and development occurs, lands required for future utility and servicing rights-of-way and major utility facilities such as water treatment plants and waste water treatment facilities, as identified through the mutual agreement of the Village and County, or subsequent studies, shall be protected. This may take the form of easements/utility right-of-way agreements, dedication as road right-of-way, dedication as public utility lot or a combination of these measures.
- 7.5 Provision shall be made for storm water management for all development throughout the Plan Area. Best management practices, including the integration of existing water bodies and natural areas into storm water management ponds, shall be pursued. The release of storm water run-off from any development area to downstream areas shall be designed and managed in accordance with Alberta Environment and Parks requirements.

- 7.6 Natural and man-made drainage courses that are critical to the overall management of storm water and surface drainage within the Plan Area shall be protected by the municipality having jurisdiction. The Village and County shall work cooperatively to address drainage issues and may use tools such as public utility lots and/or drainage easements where needed to ensure proper drainage within the Plan Area.
- 7.7 The Village shall periodically update its master plans and utility plans in advance of anticipated Village growth to ensure that adequate water treatment and waste water treatment capacity is available to accommodate future growth.
- 7.8 Land shown on Map C: Land Use Policy Areas as “Lands that may be impacted by new waste water treatment plant options” shall not be considered for any other use until a final determination has been made on the options available to the Village for increasing the treatment capability and storage capacity of the waste water treatment plant. Existing uses and development may continue. No new dwelling units or uses that are not permitted within the setback distance from a waste water treatment plant under the Subdivision and Development Regulation shall be permitted.
- 7.9 The Village and County shall continue to cooperate in the provision of solid waste disposal and recycling services to the plan area.

8.0 PLAN IMPLEMENTATION AND ADMINISTRATION

The successful implementation of this Plan will depend heavily on an ongoing commitment by the Village and the County to communicate and share information and views on land use planning matters with one another. Mutual trust and respect of one another as equals is essential. A clearly established system outlining the expectations and protocols for ongoing referrals, dialogue on planning issues, plan amendments and means of resolving any issues that arise helps to implement the goals, objectives and policies of this Plan.

8.1 Intermunicipal Committee

Goal:

To facilitate the ongoing sharing of information between the two municipalities' elected officials and provide a forum to review and comment on topics relating to land use planning and development that are of mutual interest

Objectives:

1. To establish broad processes and procedures for ongoing intermunicipal discussions and communication on land use planning and development related matters
2. To define the role of the Intermunicipal Committee

Policy Statements:

8.1.1 An Intermunicipal Committee shall be established between the Village and the County. It shall comprise two elected officials from each Council. Administrative support to the committee will be provided by the County and Village staff attending the committee meetings.

- 8.1.2 The mandate of the Intermunicipal Committee may include discussion and consideration of the following:
- a) Making recommendations to both Councils on intermunicipal matters related to land use planning and development that are referred by either municipality;
 - b) Monitoring the progress of the Plan including overseeing implementation actions;
 - c) Reviewing any proposed annexations;
 - d) Reviewing any proposed amendments to this Plan;
 - e) Serving as an informal review body for any amendment, proposed area structure plan, proposed outline plan or application that may have a significant impact on the Plan Area that is referred to the Committee; and
 - f) Assisting with the resolution of disputes in accordance with this Plan.

- 8.1.3 The Intermunicipal Committee shall make decisions and recommendations on a consensus basis. For this purpose, consensus shall be defined as the unanimous consent among the elected officials forming the Committee.
- 8.1.4 The Intermunicipal Committee shall meet annually to discuss planning issues of mutual interest and on an as-needed basis to resolve or further discuss any issues.
- 8.1.5 The responsibility for providing administrative support to the Intermunicipal Committee shall alternate between the two municipalities on an annual basis; Administrative support to be provided and procedures to be followed shall include:
 - a) The establishment of dates and locations for all meetings, production of agendas, distribution of pre-meeting information packages, and other matters as deemed necessary;
 - b) Keeping a record of the Committee meetings;
 - c) Chairing the meetings on an alternating basis; and
 - d) Convening meetings as required by the Plan.

8.2 Communication and Referral Processes

Goal:

To provide opportunities for each municipality to become informed about and have input on planning and development matters

Objectives:

1. To maintain open and ongoing dialogue through direct and timely communication and sharing of information
2. To establish processes for the referral of plans, amendments and applications affecting lands of mutual interest

Policy Statements:

- 8.2.1 Each municipality shall share with the other information, data or studies, road plans and utility plans that may have implications for all or parts of the Plan Area.
- 8.2.2 For lands in the Village, the referral area shall be any parcel of land or part of a parcel of land located within the Village and adjacent to the Village boundary.

- 8.2.3 For lands in the County, the referral area shall be any parcel of land or part of a parcel of land located within the County and in between the Village boundary and the Referral Area Boundary shown on *Map E: Plan Area and Referral Areas*.
- 8.2.4 Each municipality shall refer to the other proposed statutory plans, outline plans, concept plans, land use bylaws and amendments to any of these where such proposals may affect or involve lands falling within their respective referral areas.
- 8.2.5 Each municipality shall refer to the other proposed subdivision applications falling within their respective referral areas.
- 8.2.6 Development permit applications shall not be referred.
- 8.2.7 Notwithstanding the above policies, where in the judgment of the municipality having jurisdiction, any proposed plan or application is thought to have potential implications for or be of interest to the other municipality the matter may be referred to the other municipality.
- 8.2.8 When an item is referred, each municipality shall have at least thirty (30) days to review and comment. A municipality may request an extension of the initial review period. The CAO of the municipality sending the referral may agree to an extension of the review period and where an extension is provided it shall be communicated in writing.
- 8.2.9 Subject to a written and signed intermunicipal memorandum of understanding, items subject to referral and their respective timelines for submitting comments may be added or deleted without the need for a formal amendment to this Plan. If a written memorandum of understanding is created, it shall be attached and considered an appendix to this Plan.
- 8.2.10 When forwarding comments on a referral, each municipality shall indicate whether the comments offered come from review of the referred matter by Administration or from review of the referred matter with Council.
- 8.2.11 Each municipality shall offer comments from the perspective of specific implications that have a high likelihood of affecting their own planning efforts around land uses, development, and infrastructure. General observations on issues that have no bearing on the planning efforts of the commenting municipality shall be avoided.
- 8.2.12 When issues are raised through the communication and referral process, they shall be addressed using the process steps described below. While these steps are underway, the municipality having jurisdiction over the matter should not proceed with making a decision.
- a) Stage 1: Administrative Review

Once an issue is identified, the municipality having jurisdiction shall provide the other municipality with all available information concerning the matter. The commenting municipality shall evaluate the matter and provide written comments to the other municipality. Every attempt shall be made to discuss the issue with the intent of arriving at a mutually acceptable resolution. If an agreement or understanding on how to approach the issue is reached, the commenting municipality shall indicate same to the other municipality in writing. If no agreement can be reached, the matter shall be referred to the Intermunicipal Committee.

b) Stage 2: Intermunicipal Committee Review

If an issue is referred following Administrative Review, a meeting shall be scheduled to allow both Administrations to present their perspectives and views on the issue. The Intermunicipal Committee may:

- Provide suggestions back to both Administrations on how to address the issue and refer the matter back to the Administrative Review stage;
- Seek additional information and alternatives for consideration at a future meeting of the Intermunicipal Committee;
- If possible, agree on a consensus position that resolves the issue; or
- Conclude that no initial agreement can be reached and refer the matter to the two Councils.

In the event that the Intermunicipal Committee reaches consensus and resolves the issue, the details of the consensus shall be provided to each municipality in writing.

8.3 Dispute Resolution

Goal:

To create a process that allows for timely resolution of differences of opinion in a manner respectful of each municipality's interests and concerns

Objectives:

1. To establish a procedure for resolving disputes if and when required
2. To clarify items that may constitute a dispute and be subject to the dispute resolution process

Policy Statements:

8.3.1 The following shall form the basis for initiating the dispute resolution process:

- a) Lack of agreement between the two municipalities on any proposed amendment to this Plan;
- b) Lack of agreement between the two municipalities on any proposed statutory plan, outline plan, concept plan, land use bylaw or amendment to any of these located within or affecting the Plan Area; or
- c) Lack of agreement between the two municipalities on an interpretation of this Plan.

8.3.2 A dispute is defined as: (1) any statutory plan, land use bylaw or amendment to either which is given first reading by a Council which the other Council deems to be inconsistent with the policies of this Plan or detrimental to their planning interests as a municipality; or (2) any non-statutory plan within the Plan Area adopted by a Council which the other Council deems to be inconsistent with this Plan or there is an issue of interpretation of the policies of this Plan.

8.3.3 A dispute shall be limited to the decisions on those matters listed under item 8.3.1 and 8.3.2 above. Any other appeal by other parties shall be made to and addressed by the respective approving authorities within each municipality.

8.3.4 The dispute resolution process of this Plan may only be initiated by Village Council or County Council and shall only be used for resolving intermunicipal planning disputes. Identification of a dispute and desire to go through the dispute resolution process shall occur within 15 calendar days of a decision made pursuant to items 8.3.1 and 8.3.2 above. Once either municipality has received written notice of a dispute from the other, the dispute resolution process shall be started within 15 calendar days of the date the written notice was received unless otherwise agreed to by both CAOs.

8.3.5 In the event that the dispute resolution process is initiated, the municipality having authority over the matter shall not give any further approval in any way until the dispute has been resolved or the mediation process has concluded.

8.3.6 A dispute shall be addressed and may be resolved at any stage using the following process:

- a) Stage 1: Council to Council Meeting

If the Intermunicipal Committee is not able to resolve the dispute, the matter shall be referred to a joint meeting of the two Councils. Each municipality shall be given the opportunity to present their perspectives and views on the issue. The two Councils may:

- Provide suggestions back to the Intermunicipal Committee on how to resolve the disputed matter and refer the matter back to the Intermunicipal Committee;
- Seek additional information and alternatives for consideration at a future meeting of the two Councils;
- If possible, agree on a consensus position that resolves the issue; or
- Conclude that no initial agreement can be reached and refer the matter to mediation.

b) Stage 2: Mediation Process

If a dispute is referred for mediation, a mediated process shall be used to reach agreement subject to agreement by both Councils that mediation is necessary. Prior to the start of the mediation process the municipalities shall:

- Appoint an equal number of representatives to participate in the mediation process;
- Engage a mediator agreed to by the municipalities at equal cost to each municipality; and
- Approve a mediation process and schedule.

If agreed to by both Councils, municipal Administration may be used as a resource during the mediation process. All discussions and information related to the mediation process shall be held in confidence until the conclusion of the mediation process. The process shall be deemed to conclude once the mediator submits a report to both Councils.

The mediator's report and recommendations shall not be binding on the municipalities and shall be subject to acceptance by both Councils. If both Councils accept the mediator's report, this shall be communicated to each municipality in writing and the matter shall be considered resolved. The report shall be introduced through the public hearing process along with any necessary amendments to the proposed bylaw or plan.

If mediation is not undertaken or the mediator's report is not accepted by both Councils, then the disputing municipality may begin the appeal process.

c) Stage 3: Appeal Process

In the event that mediation proves unsuccessful, was not undertaken or the municipality having jurisdiction proceeds with an approval that does not reflect the accepted mediation recommendations, the disputing municipality may appeal the matter to the Municipal Government Board in accordance with the Municipal Government Act.

8.3.7 The municipality initiating a dispute may withdraw their objections at any time throughout the process. The municipality initiating the dispute shall provide written confirmation that the dispute is withdrawn to the other municipality.

8.3.8 Both municipalities agree that time shall be of the essence when working through the dispute resolution process.

8.4 Urban Expansion and Annexation

Goal:

To recognize and consider the growth aspirations of the Village in an orderly, economical and logical manner which discourages loss and premature fragmentation of agricultural land area

Objectives:

1. To establish a process for managing and assessing annexation proposals
2. To set out the criteria for timely, cooperative and strategic annexations
3. To identify and protect areas to accommodate future expansion of the Village
4. To anticipate growth requirements and priorities for the Village and take steps to minimize or remove obstacles to accommodate future Village growth

Policy Statements:

- 8.4.1 Both municipalities shall protect those lands identified between the Current Village Boundary and the Future Village Boundary shown on *Map C: Land Use Policy Areas* from land uses and developments that might interfere or conflict with future urbanization. This shall include limiting the amount of subdivision and development that may occur prior to annexation.
- 8.4.2 The Village shall not pursue annexation of any land it cannot economically and reasonably service.
- 8.4.3 Either municipality or a landowner may put forward an annexation proposal or request. In the case of an annexation proposal by a landowner, the landowner shall attempt to notify both municipalities in writing at the same time or as close to the same time as possible.
- 8.4.4 Where annexation is proposed by either municipality, affected landowners shall be notified prior to the general public.
- 8.4.5 Annexation proposals shall be reviewed by the Intermunicipal Committee prior to submission of a Notice of Intent to the respective Councils and the Municipal Government Board.
- 8.4.6 If deemed necessary by the Intermunicipal Committee, at least one joint meeting of the two Councils to discuss the rationale for the annexation shall be held prior to submission of the annexation application to the Municipal Government Board.

- 8.4.7 In determining the appropriateness of an annexation proposal, the following criteria, among others, shall be taken into account and documented in a supporting report:
- a) Justifiable based on projected growth rates reflecting historic trends or anticipated economic stimulus;
 - b) Availability and cost of providing municipal services including consideration of economies of scale related to the financing of municipal service extensions;
 - c) Adequacy of transportation systems and ability to expand to accommodate demands resulting from annexation including consideration of economies of scale related to the financing of transportation infrastructure;
 - d) Landowner interest in pursuing development and as high a degree of concurrence among affected landowners as possible;
 - e) Measures to mitigate the impacts of annexation relating to such aspects as change in taxation levels, service provisions and treatment of and continuation of existing, approved uses and development;
 - f) Consistency with adopted statutory plans;
 - g) Logical extension of jurisdictional boundaries including consideration of long term responsibilities for maintenance and service delivery and the establishment of rational planning units or boundaries; and
 - h) The financial impact on both municipalities and any means of mitigating impacts.

8.5 Implementation

Goal:

To promote the use of the Plan and implementation of its policies

Objectives:

1. To implement the Plan through other statutory and non-statutory plans
2. To implement the Plan through decisions of council, subdivision authorities and development authorities
3. To provide for periodic reviews and plan amendments when deemed desirable and necessary

Policy Statements:

Interpreting Policies

- 8.5.1 This Plan contains “shall”, “should” and “may” policies which are interpreted as follows:
- “Shall” policies must be complied with,

- “Should” policies mean compliance in principle is required but subject to the discretion of the applicable authority on a case by case basis, and
- “May” policies indicate support in principle subject to the applicable authority determining the level of compliance that is required.

Approving Authorities

- 8.5.2 In the hierarchy of statutory plans, the Intermunicipal Development Plan shall take precedence over other municipal statutory plans and documents except where the Intermunicipal Development Plan defers to a more detailed, adopted plan.
- 8.5.3 The Village shall be responsible for the administration and decisions on all statutory plans, non-statutory plans, land use bylaws, amendments thereto, subdivision applications and development applications falling within the boundaries of the Village.
- 8.5.4 The County shall be responsible for the administration and decisions on all statutory plans, non-statutory plans, land use bylaws, amendments thereto, subdivision applications and development applications falling within the boundaries of the County.

Future Plans and Studies

- 8.5.5 Area structure plans, concept plans or outline plans should be prepared and adopted by the municipality having jurisdiction prior to changes in land use designation for large blocks of agricultural land or otherwise undeveloped lands where subdivision is proposed or likely to occur.
- 8.5.6 Each municipality may establish their own processes for the preparation of new or amendments to area structure plans, concept plans and outline plans. At the start of these processes where lands within their respective referrals areas are involved, each municipality should consult the other on issues that concern the neighbouring municipality and should be considered and reviewed as part of preparing the plan. This may involve obtaining comments on the proposed terms of reference for the plan process.
- 8.5.7 The Village and the County shall coordinate future planning efforts including but not limited to potential collaboration on area structure plans, transportation plans, drainage basin studies, and water and waste water system studies, feasibility studies relating to provision of municipal utilities and power generation, and open space plans.

Public Participation

- 8.5.8 The municipalities shall provide opportunities for public participation in the creation of statutory plans, non-statutory plans, land use bylaws and amendments thereto, in accordance with the requirements of the Municipal Government Act, their respective public participation policies and good planning practice.

Plan Amendments

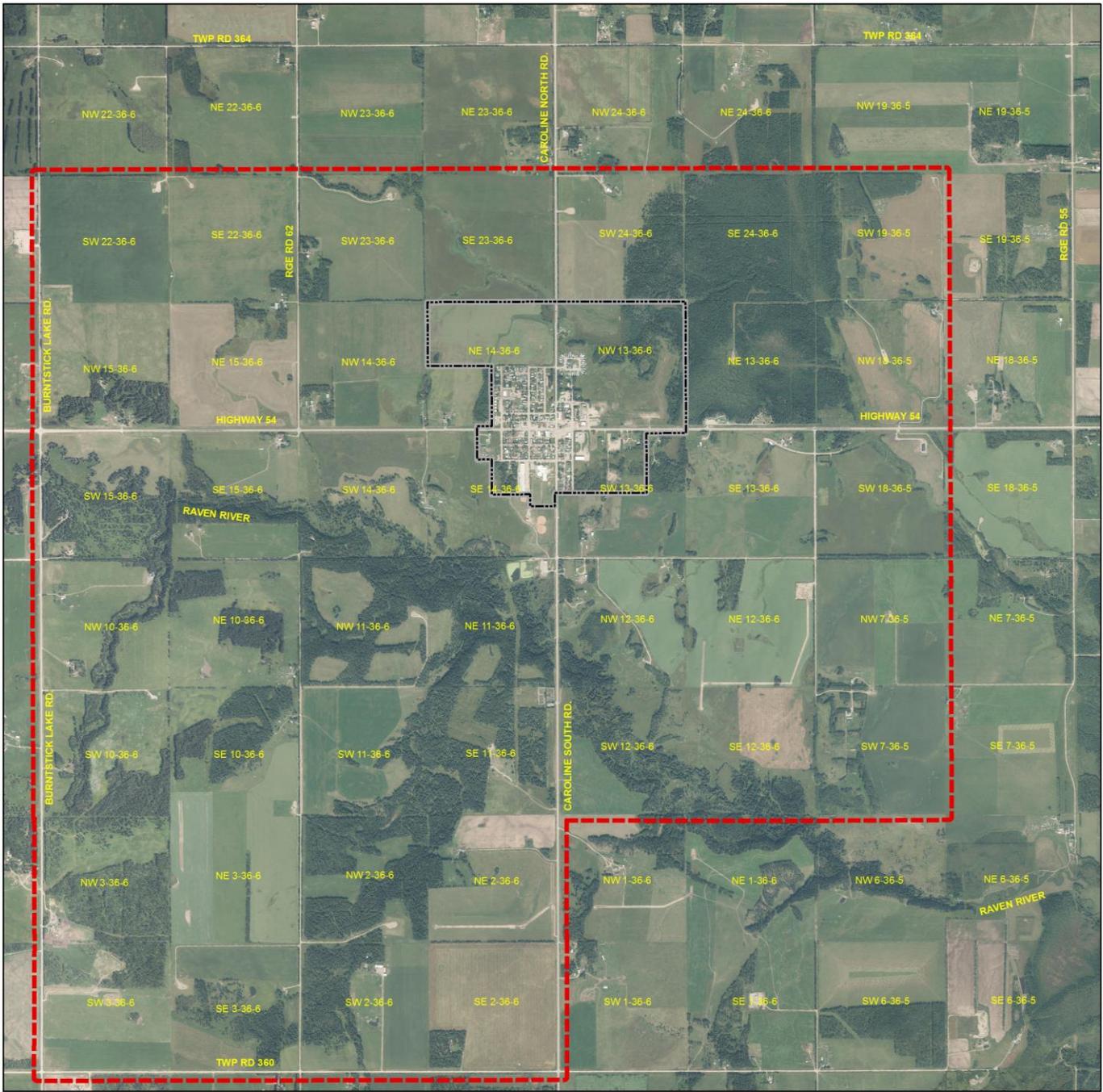
- 8.5.9 An amendment to this Plan may be proposed by either municipality.
- 8.5.10 An amendment to this Plan proposed by a landowner shall be made to the municipality in which the subject land is located.
- 8.5.11 An amendment to this Plan has no effect if not adopted by both municipalities by bylaw pursuant to the Municipal Government Act.

Plan Review

- 8.5.12 At the end of five years from the date that this Plan is adopted by both Councils, the two municipalities shall consider the need for a review of the Plan. If necessary, the Plan shall be updated and revised. Thereafter the Plan shall be considered for review every five years unless some alternative time is agreed to by both Councils.

Procedure to Repeal Plan

- 8.5.13 If one municipality deems this Plan no longer workable, the municipality may initiate the process to repeal this Plan.
- 8.5.14 The following procedure to repeal this Plan shall be applied:
- a) One municipality shall give the other municipality written notice of its intention to repeal its bylaw adopting this Plan;
 - b) Within 30 days of the date of written notice being forwarded to the other municipality, a Council-to-Council meeting shall be convened at which meeting the municipality initiating the repeal process shall provide its reasons for doing so;
 - c) Following the meeting, the municipality initiating the repeal process may either withdraw its intention to repeal this Plan by giving written notice to the other municipality or proceed to consider a bylaw to repeal this Plan;
 - d) Once one municipality has given first reading to a bylaw repealing this Plan, the two municipalities shall start the process to create a replacement Intermunicipal Development Plan and the bylaw to repeal this Plan shall not advance to consideration of second reading;
 - e) Until such time as the replacement Intermunicipal Development Plan has been adopted by both municipalities, this Plan remains in effect;
 - f) In the event that a replacement Intermunicipal Development Plan is not adopted, the municipalities shall notify the Minister of Municipal Affairs and seek the assistance of an arbitrator in the creation of a replacement Intermunicipal Development Plan pursuant to Part 17.2, Division 3 of the Municipal Government Act.



CAROLINE - CLEARWATER
INTERMUNICIPAL DEVELOPMENT PLAN

MAP A: PLAN AREA

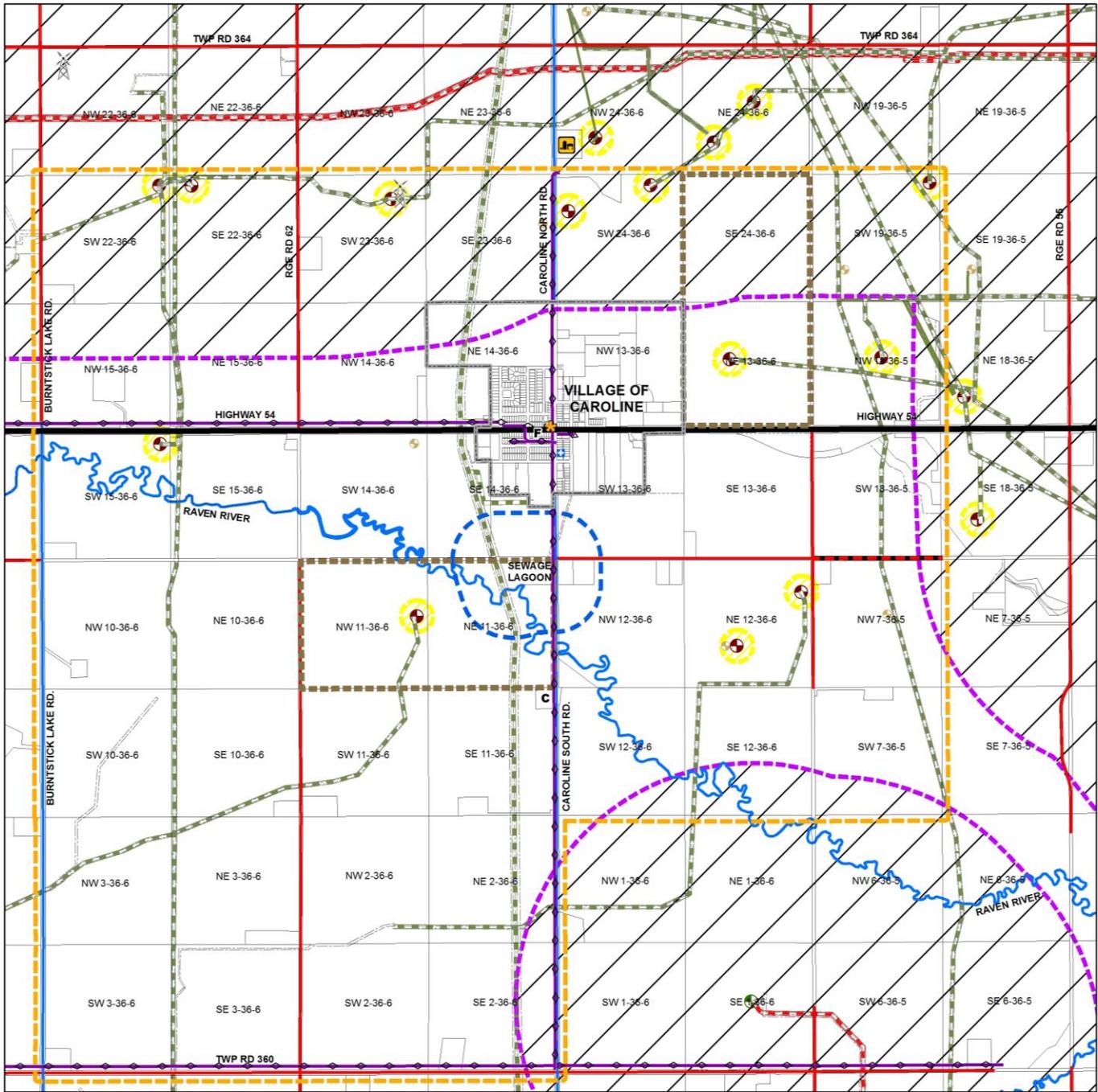
- - - Plan Area Boundary
- Village of Caroline Boundary

Orthophoto Date: June 7, 2017



April 2019





CAROLINE - CLEARWATER
INTERMUNICIPAL DEVELOPMENT PLAN

MAP B: SIGNIFICANT FEATURES

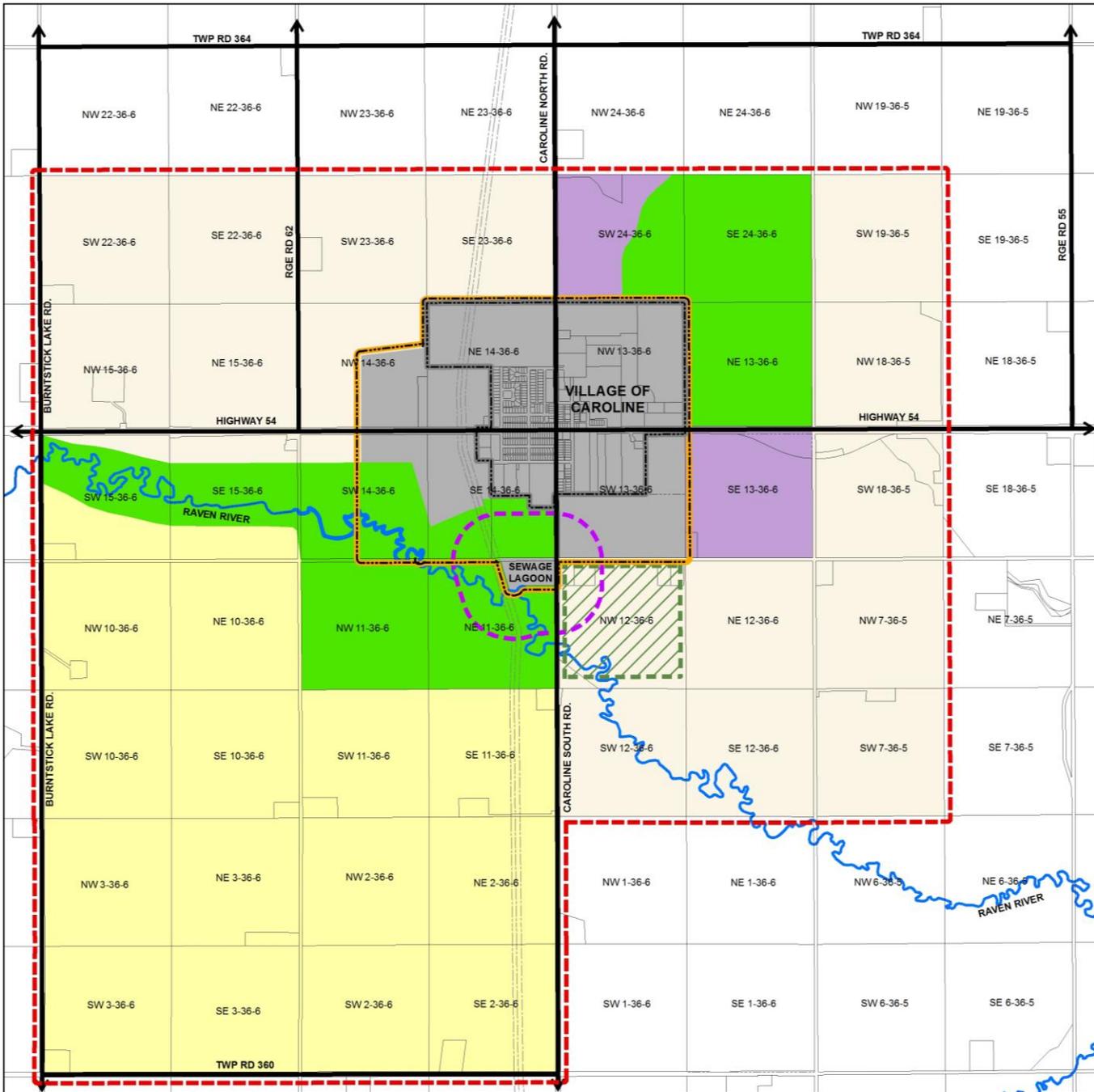
- Sour Oil/Gas Pipeline Level 4 - 1.5km Setback
- Active Sweet Oil/Gas Pipeline
- Active Sour Oil/Gas Pipeline
- Abandoned Sweet Oil/Gas Pipeline
- Active Sour Oil/Gas Well
- Active Sweet Oil/Gas Well
- Abandoned Oil/Gas Well
- Wells 100m Buffer
- Plan Area Boundary
- Village Boundary
- Paved Provincial Highway
- Paved County Road
- Gravel County Road
- Unmaintained County Road
- Crown Land
- Sewage Lagoon Setback (300 m)
- Major Overhead Powerlines
- Caroline Feed Store
- Fire Hall
- Cemetery
- Ambulance
- Village Office
- Telecommunications Tower

1. This map shows generalized locations of significant features.
2. This map is not intended for scaling or detailed design.



April 2019





MAP C: MAJOR POLICY AREAS

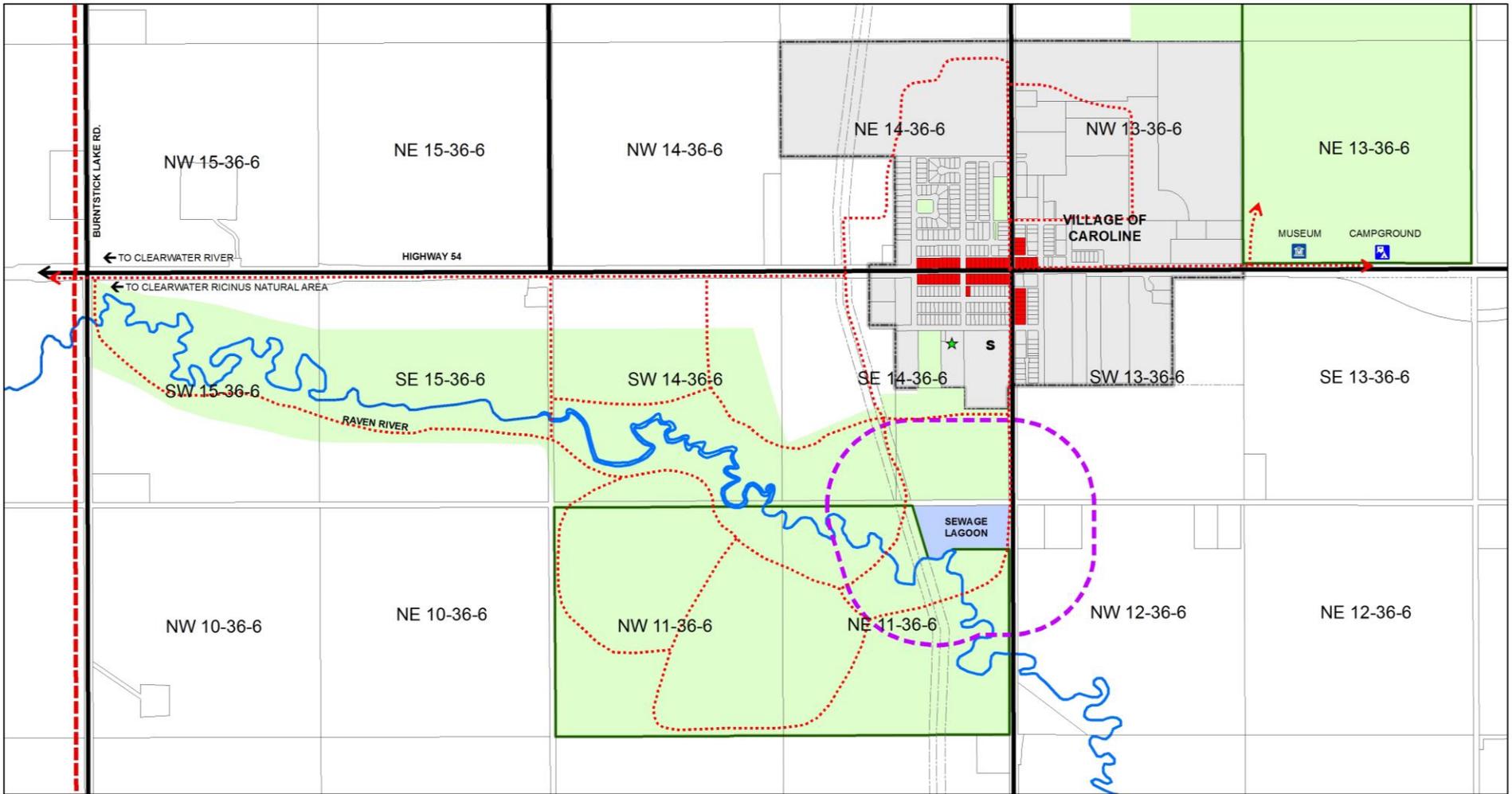
- Plan Area Boundary
- Current Village Boundary
- Future Village Boundary
- Main Transportation Routes
- Lagoon Setback (300m)
- Lands Impacted By Waste Water Treatment Plant Options

Policy Areas

- Village Growth Area
- Joint Growth Area
- County Growth Area/Rural Acreage
- Natural/Open Space Area
- Agricultural/Rural Development Area

1. This map shows generalized indications of land use policy and is not intended for scaling or detailed design.
2. The land use policy patterns must be interpreted with the text of this plan.





CAROLINE - CLEARWATER
INTERMUNICIPAL DEVELOPMENT PLAN

**MAP D: OPEN SPACE
AND TRAILS**

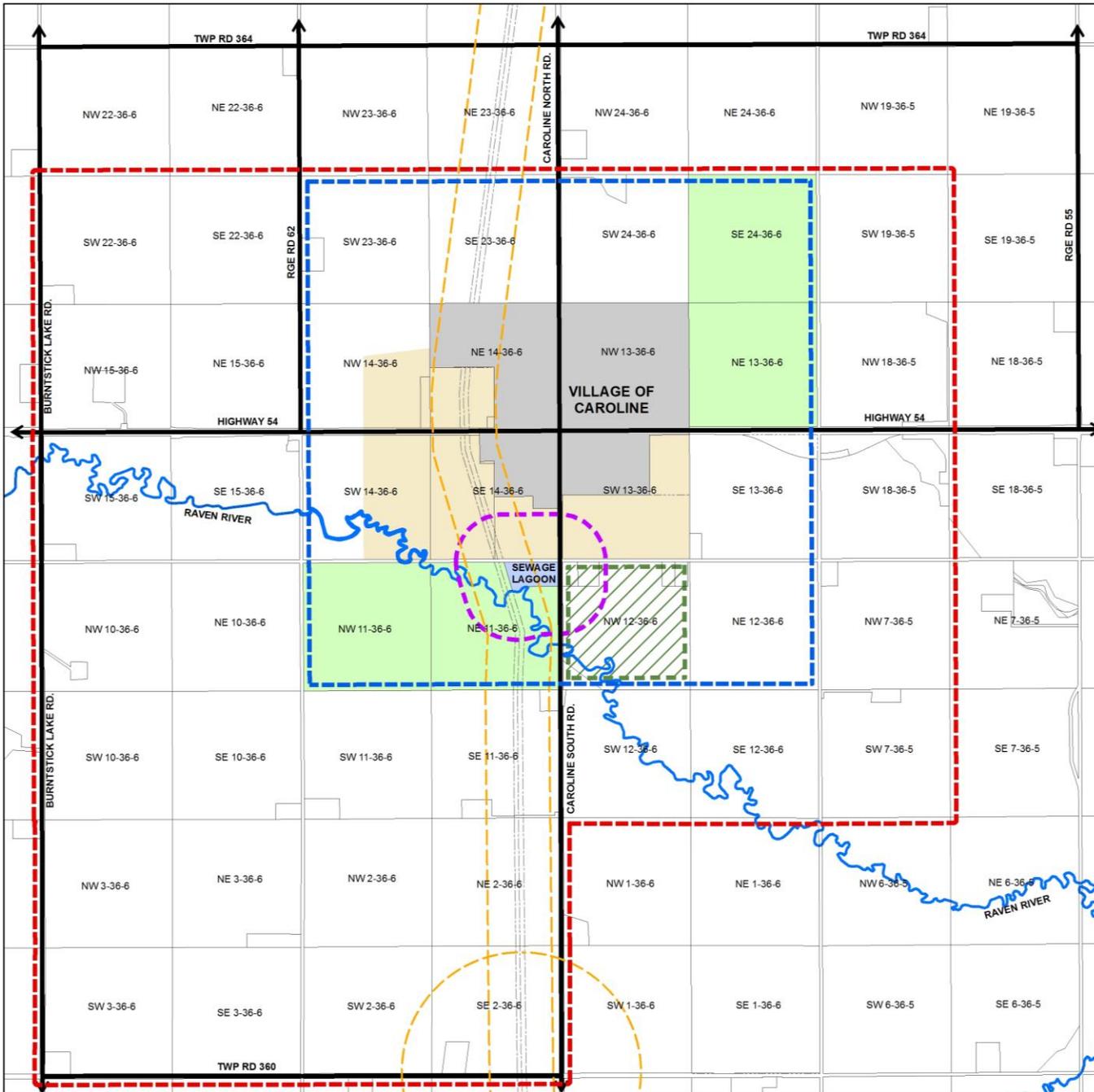
- | | |
|----------------------------|---|
| Plan Area Boundary | Village Of Caroline |
| Main Transportation Routes | Crown Land Area |
| Future Trail Desire Lines | Caroline School |
| Lagoon Setback (300m) | HUB (Arena, Curling Rink, Hall, Services) |
| Sewage Lagoon | Campground |
| Parks | Museum |
| Services | |

1. This map is not intended for scaling or detailed design.
2. The features shown on this map must be interpreted with the text of this plan.



April 2019





CAROLINE - CLEARWATER
INTERMUNICIPAL DEVELOPMENT PLAN

**MAP E: PLAN AREA AND
REFERRAL AREAS**

- Plan Area
- Village Of Caroline
- Village Expansion
- Crown Land
- Main Transportation Routes
- Sewage Lagoon
- Lagoon Setback (300m)
- Lands Impacted By Waste Water Treatment Plant Options
- Referral
- TransCanada Referral Zone

1. This map is not intended for scaling or detailed design.
2. Items shown on map must be interpreted with the text of this plan.



April 2019

