

Subject: Intermunicipal Collaboration Frameworks and Intermunicipal Development Plans with Neighbouring Municipalities

APPROVALS:

Annette Antoniak

Director

Chief Administrative Officer

Recommended Motion:

1. THAT Bylaw No. 18/024, being a bylaw to create an Intermunicipal Collaboration Framework Agreement with the Municipal District of Opportunity Number 17, be read a first time.
2. THAT Bylaw No. 18/024 be read a second time.
3. THAT Bylaw No. 18/024 be considered for third and final reading.
4. THAT Bylaw No. 18/024 be read a third and final time.
5. THAT Administration be directed to file Bylaw No. 18/024 with the Minister of Municipal Affairs within 90 days of its adoption by the Council, in accordance with Section 708.28 (1) of the *Municipal Government Act*.
6. THAT the Mayor be authorized to send letters to the Minister of Municipal Affairs requesting exemptions from the requirements of section 631 of the *Municipal Government Act*, as it relates to forming Intermunicipal Development Plans with the following municipalities, as the common boundary is composed entirely of federal and/or provincial crown lands:
 - (a) The Municipal District of Opportunity Number 17;
 - (b) Mackenzie County;
 - (c) Improvement District 349.
7. THAT Administration be directed to continue discussions with Lac La Biche County on the creation of an Intermunicipal Collaboration Framework Agreement Bylaw and determination of the need for an Intermunicipal Development Plan.
8. THAT Administration be directed to continue to work with Mackenzie County and

Improvement District 349 to prepare Intermunicipal Collaboration Framework Agreement Bylaws.

Summary:

On April 1, 2018 changes to the Municipal Government Act, require two or more neighbouring municipalities to develop and adopt an Intermunicipal Collaboration Framework (ICF) and create an Intermunicipal Development Plan (IDP).

An Intermunicipal Collaboration Framework Agreement Bylaw has been developed with the Municipal District (MD) of Opportunity for Council approval. (Attachment 1)

In accordance with Ministerial Order MSL 047/18, which allows municipalities to apply to the Minister for an exemption from the requirements of Section 631 of the *Municipal Government Act* to develop an Intermunicipal Development Plan, an IDP Exemption Resolution for Council approval is being requested for the following municipalities:

- MD of Opportunity Number 17;
- Mackenzie County;
- Improvement District 349.

Background:

Changes to the *Municipal Government Act*, introduced in October 2017, and effective from April 1, 2018, require two or more neighbouring municipalities to develop an Intermunicipal Collaboration Framework (ICF) and, as a component of the ICF, also develop an Intermunicipal Development Plan (IDP).

The adopted ICF with the corresponding IDP document were originally to be completed and submitted to the Minister of Municipal Affairs by April 1, 2020. However, a Ministerial order, MSL: 047/18, was issued in July 2018, which extended the timeline for completion by one year, to April 1, 2021.

Intermunicipal Collaboration Framework (ICF)

The ICF is intended to promote a more integrated and strategic approach to intermunicipal land use planning, service delivery and funding. The ICF is a tool to facilitate cooperation between neighbouring municipalities with a view to providing efficient services to residents. An ICF must address the following services:

- Transportation;
- Water and waste water;
- Solid waste;

- Emergency services;
- Recreation; and
- Any other services that benefit communities.

The ICF is an agreement adopted by bylaw, by the participating municipalities. There is no standard format for an ICF document, only that the minimum content requirements of the ICF agreement, as set out in the *Municipal Government Act* (MGA), are met. This includes a dispute resolution process. Each party to the ICF agreement must pass matching ICF bylaws.

Intermunicipal Development Plans (IDP)

Intermunicipal Development Plans (IDPs) are statutory land-use plans, prepared by two or more municipalities, for lands along their shared boundaries. Their purpose is to provide land use and development policy direction for areas of mutual importance and interest. The IDP is a mandatory component of the ICF being key to the development of future services that the ICF must address.

However, the Province, recognizing that there is limited value in the creation of an IDP in areas where development is restricted, introduced Ministerial Order MSL: 047/18, in July 2018. This Ministerial Order outlines a straight-forward process for municipalities to follow to seek exemptions from the requirement to prepare an IDP. The Minister will grant exemptions if the following conditions are met:

- The entire area along one or both sides of the common boundary must be composed entirely of federal or provincial Crown land.
- Both municipalities must be in agreement that an IDP is unnecessary, and both councils must pass motions, similar in intent, declaring their mutual desire to opt out of the IDP.

Neighbouring Municipalities

The Regional Municipality of Wood Buffalo shares common boundaries with the following municipalities:

- MD of Opportunity No.17;
- Mackenzie County;
- Improvement District (ID) 349; and
- Lac La Biche County.

Although the Municipality shares a border with Wood Buffalo National Park (Improvement District 24) the Intermunicipal Collaboration Framework Regulation exempts the National Park from preparing an ICF or IDP with its neighbouring municipalities.

The northern and eastern boundaries of the Regional Municipality of Wood Buffalo are formed by the Northwest Territories and the Province of Saskatchewan, respectively. The MGA applies only to Alberta and does not require municipalities to develop ICFs with municipalities in other provinces.

A map showing the Municipality and its neighbouring municipalities is shown in Attachment 2.

Discussions with Neighbouring Municipalities

The Municipality has been in discussions with all the neighbouring municipalities about the approach to be followed in developing respective ICF Agreement Bylaws and IDP Exemption Resolutions.

Progress with the preparation of the ICF Agreement bylaws and IDP Exemption Resolutions and a summary of Administration's discussions to-date with our neighbouring municipalities is shown in Attachment 3.

Rationale for Recommendations:

The preparation and adoption of Intermunicipal Collaboration Framework (ICF) bylaws between municipalities that share a common boundary is a requirement of the *Municipal Government Act* (section 708.28). The Province requires all municipalities in Alberta to prepare ICFs with their neighbouring municipalities before April 2021. Administration is therefore starting to bring forward ICFs that are mutually-agreeable with its neighbouring municipalities for Council's consideration.

Intermunicipal Development Plans are a mandatory component of the ICF, unless the municipalities who are party to the ICF, are able to meet the conditions for exemption from preparing an IDP. Since the conditions for exemption have been met with three of our neighbours, Exemption Resolutions are being brought forward for Council's consideration. Administration will continue working with the remaining two neighbouring municipalities and follow up with Council when mutually-agreeable conclusions have been reached.

Strategic Priorities:

Responsible Government

Attachments:

- 1. Bylaw No. 18/024 - ICF Agreement with MD Opportunity**
- 2. Map of ICF - IDP Neighbouring Municipalities**
- 3. ICF and IDP update**