TOWN OF WESTLOCK

INTERMUNICIPAL DEVELOPMENT PLAN

BYLAW NO. 2019-12

EFFECTIVE DATE – December 12, 2019

CONSOLIDATED FOR CONVENIENCE ONLY

This is a consolidation of the bylaws below. The amendment bylaws have been combined with the original bylaw for convenience only. This consolidation is not a legal document. Certified copies of the original bylaws should be consulted for all interpretations and applications of the bylaws on this subject.

AMENDMENT BYLAW	DATE OF ADOPTION	EFFECTIVE DATE (If different from Date of Adoption)
Bylaw No. 2026-16	November 9, 2026	November 10, 2026

Town of WESTLOCK

By-Law 2019-12

Province of Alberta

BEING A BY-LAW OF THE TOWN OF WESTLOCK IN THE PROVINCE OF ALBERTA TO ADOPT AN INTERMUNICIPAL DEVELOPMENT PLAN.

WHEREAS Section 631(1) of the *Municipal Government Act,* as amended, states two or more councils of municipalities that have common boundaries 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;

WHEREAS, the Councils of the Town of Westlock and Westlock County engaged the services of V3 Companies of Canada Ltd. to assist them in the preparation of an Intermunicipal Development Plan for the purposes of providing guidance for future development and subdivision activities lying within the boundary of the Town of Westlock;

NOW THEREFORE, the Town of Westlock Council enacts as follows:

1. This Bylaw may be sited at the "Intermunicipal Development Plan Bylaw".

2. That the document entitled "Schedule 'A' Intermunicipal Development Plan Westlock County and Town of Westlock" attached to and forming part of this Bylaw is hereby adopted.

3. This Bylaw comes into force and effect upon the third and final reading.

4. Town of Westlock Bylaw 2009-03, Westlock Intermunicipal Development Plan is hereby rescinded.

Read a first time this 25th day of November 2019.

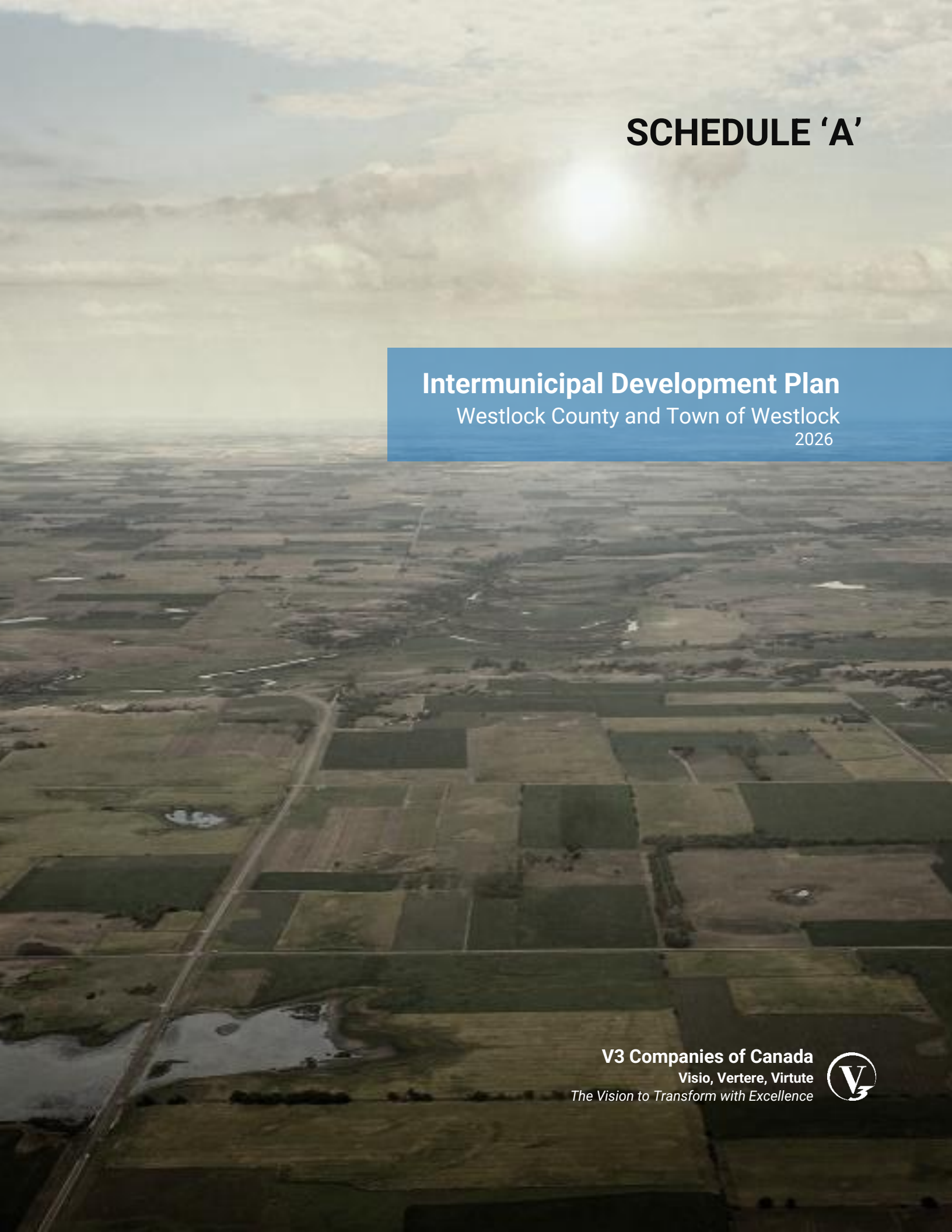
Read a second time this 12th day of December 2019.

Read a third and final time and passed this 12th day of December 2019.

Signed by Mayor and CAO this 12th day of December 2019.

Mayor, Ralph Leriger

CAO, Simone Wiley



SCHEDULE ‘A’

Intermunicipal Development Plan

Westlock County and Town of Westlock

2026

V3 Companies of Canada

Visio, Vertere, Virtute

The Vision to Transform with Excellence

ACKNOWLEDGEMENTS

The original version of this document was prepared by V3 Companies of Canada Ltd. in 2019. It was amended by the administrations of the Town of Westlock and Westlock County in 2026.

V3 Companies of Canada Ltd would like to acknowledge and thank the Councillors and Administration from the Town of Westlock and Westlock County for their time and enthusiasm during the development of the IDP. Their interpreted ideas and conversations helped form this document.





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1.0 INTRODUCTION

1.1 TITLE

The title of the Bylaw **shall** be the Town of Westlock and Westlock County Intermunicipal Development Plan.

1.2 PURPOSE

The purpose of the Town of Westlock (the Town) and Westlock County (the County) Intermunicipal Development Plan (hereinafter referred to as the IDP or the Plan) is to foster an interjurisdictional approach to proactively address planning and development on the lands that connect these two municipalities.

A comprehensive IDP built on a solid foundation of trust and respect can strengthen the local economy and community and may continue to support the region's vibrancy through collaborative governance. This IDP will provide a long-term, mutually supported framework for future development and growth in the area.

IDP Principles:



Benefits of an IDP include:

- Achieving a common purpose for growth and development;
- Building a positive relationship between neighbouring municipalities;
- Promoting efficiency in service delivery;
- Encouraging productive dialogue;
- Creating the opportunity for sustainable community development;
- Promoting efficiency for taxpayers;
- Avoiding land use conflicts across jurisdictional municipalities.

1.3 CONTEXT

Westlock County and the Town of Westlock are located in the southeast portion of the Upper Athabasca region. The Town and the County are inextricably interconnected; the County surrounds the Town, necessitating an environment where collaboration and proactive planning is essential to determine where and how the two grow and develop in the future.

A baseline assessment was completed during the initial stages of the IDP development in 2019 to provide insight into the current characteristics, assets and constraints found in each municipality. Topics that were reviewed and analyzed include: historic population and employment statistics, and current transportation infrastructure, utility infrastructure, public programs and services, and environmentally significant areas. Also included in the baseline assessment was a growth forecast that predicts the population and employment growth within each municipality over a twenty (20) year period. This information was used to create a chart listing strengths, weaknesses, opportunities, and threats (SWOT), which in turn was used to inform the IDP boundary and policy development. The original baseline assessment data is now outdated, the following statistics were updated in 2026 based on more current data.

Municipal Profiles:

TOWN OF Westlock

Estimated 2025 Population: **5,363**

Estimated Average Annual Growth Rate (2024-2025): **+1.36%**

Labour Force (2021): **3,935**

Westlock COUNTY

growing opportunity

Estimated 2025 Population: **7,556**

Estimated Annual Growth Rate (2024-2025): **1.04%**

Labour Force (2021): ***3,745***

To guide the development of the 2019 IDP, a Joint Council meeting was held with Councillors from both municipalities to gather their perspectives. The Joint Council session had two objectives: firstly, to inform the elected officials from the Town and County about IDPs and the project; and secondly, to gain local knowledge and insight on specific themes that must be included in the IDP. The information gathered through this engagement session was used as a foundation for the IDP boundary and policy development. The results of the engagement sessions were captured in a 'What We Heard Report'.

In 2026 it was determined that in order to comply with the review requirements in the existing IDP, a formal review and amendment of the 2019 IDP should be undertaken. It was also deemed necessary to ensure that the plan would continue to reflect growth patterns, servicing realities and strategic priorities of both municipalities. The 2026 IDP review was intended to be a targeted review and amendment of the Plan, not a full rewrite. Its focus was:

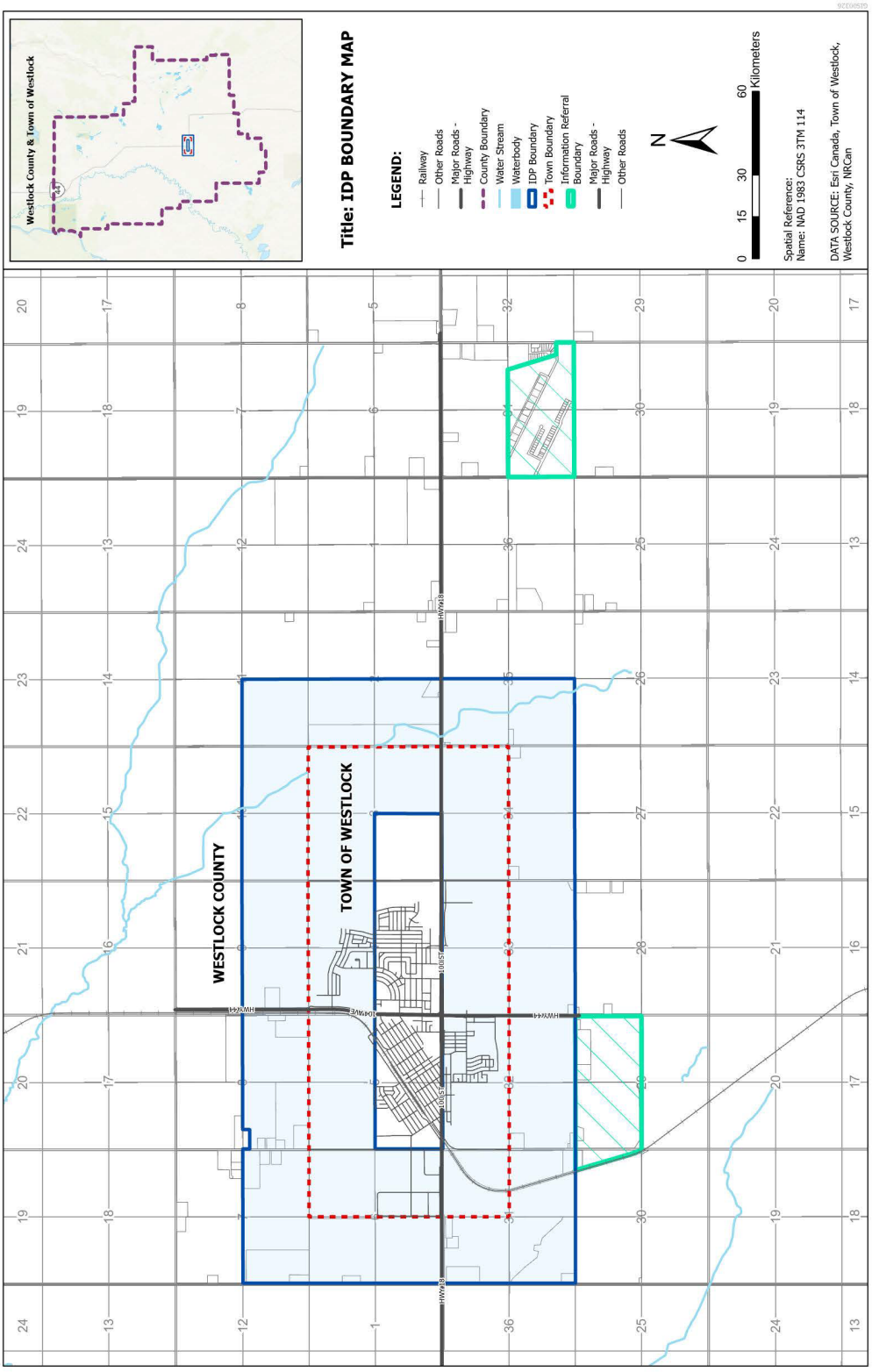
- Growth management and land use coordination at municipal boundaries
- Economic development policy alignment
- Transportation and utility servicing coordination
- Referral triggers, timelines, and dispute resolution clarity
- Any implementation issues identified since adoption of the 2019 IDP
- Introduction of a clear implementation/action item framework
- Map updates and policy refinements required to support future development and facilitate intermunicipal coordination.

For the 2026 review, administration received guidance from the Intermunicipal Development Plan Review Committee. This Committee was made up of three Councillors from each municipality. Their role was to oversee and facilitate the amendment of the Plan, provide administration with direction and guidance, resolve any conflicts that may arise and ultimately recommend the final revised IDP document to both municipal Councils for approval.

The IDP amendment was undertaken in four phases: Phase 1 project initiation, Phase 2 technical review, Phase 3 draft IDP amendments, and Phase 4 plan finalization and adoption. Given the administrative nature of the review and that the amendments were guided by the existing statutory plans and policies of both municipalities, no formal public engagement process was undertaken other than the required public hearings prior to the adoption of a bylaw by each municipality.

1.4 IDP Plan Boundary

▲ Figure 1: Westlock County and Town of Westlock IDP



1.5 LEGISLATIVE REQUIREMENTS

This IDP has been prepared under the legislative authority prescribed in Section 631 of the Municipal Government Act (MGA). The MGA states that:

"Two or more councils of municipalities that have common boundaries 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".

Section 631(8) of the MGA states that an IDP:

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,

   vi) any other matter related to the physical, social or economic development of the area that the councils consider necessary, and

b) must include

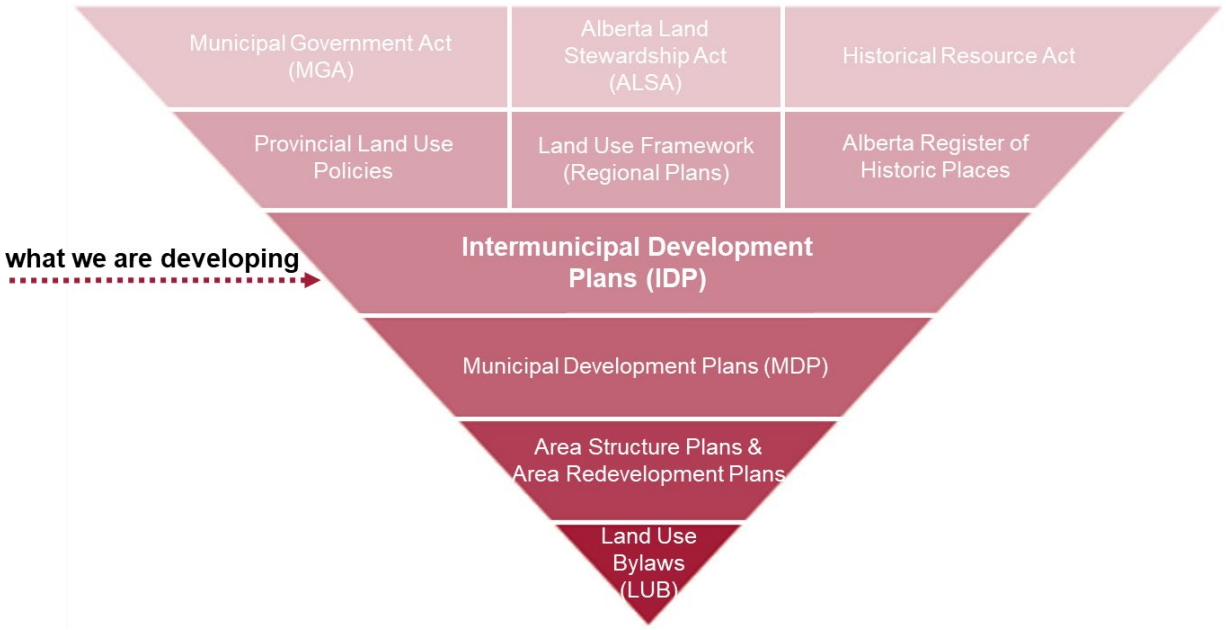
   i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,

   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.

The MGA also identifies the hierarchy and relationship of statutory plans, so that each plan will be consistent with the plans above it (see Figure 2) and, in the event of an inconsistency, which provisions in what plan will prevail. Both the Town and the County have adopted MDP's to guide future growth and development within their respective municipalities. Once this IDP has been adopted, the Town and County will need to review their existing MDP's to determine if they are consistent with the newly adopted IDP. The IDP can only be repealed if it is being replaced by a new IDP or the Minister of Municipal Affairs has granted an exemption in accordance with the MGA.

▲Figure 2: Hierarchy of planning documents in Alberta



1.6 VISION + GOALS OF THE IDP

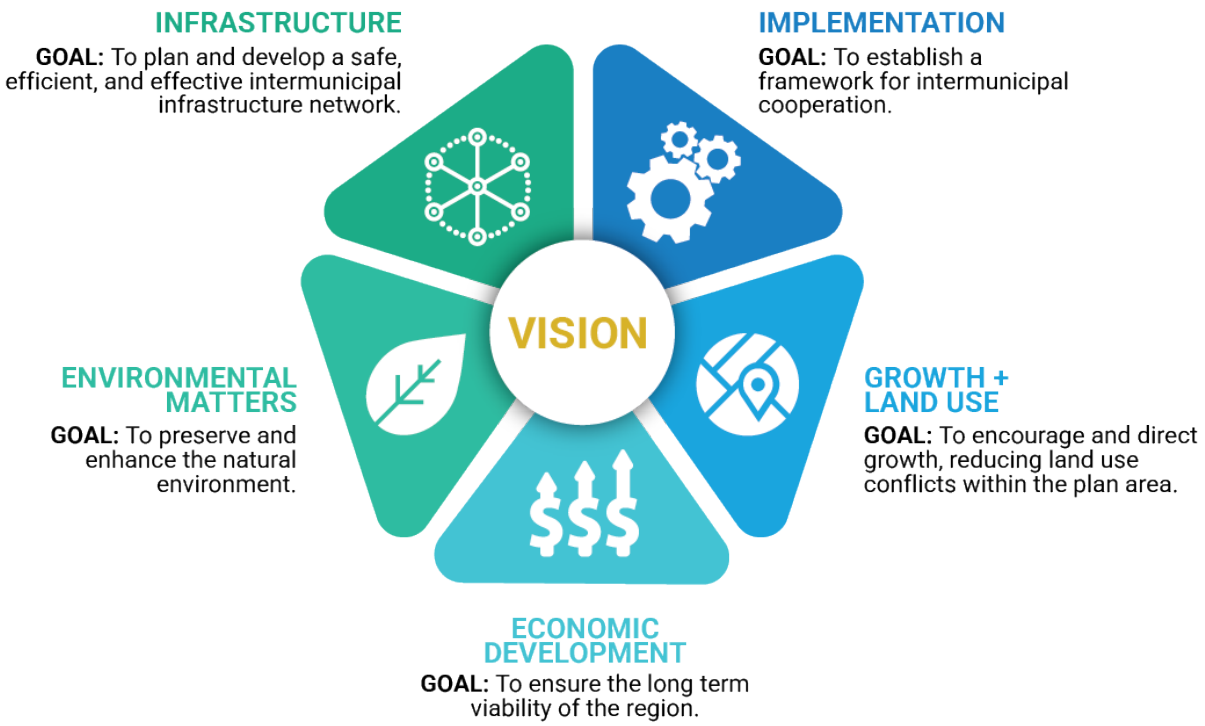
The fundamental purpose of an IDP is to provide opportunities for collaboration and communication between municipalities sharing a common border. Adopting an IDP provides an opportunity to create a regional framework with the capacity to address intermunicipal matters that relate to planning and development to support the long-term interests of both municipalities. The intent of this plan is to identify mutual and shared municipal interests relative to the lands within the IDP area, and to develop policies and decision-making processes that promote collaboration, respect the interests, and mitigate conflict between the Town and County.

20 Year Vision:

The Westlock Region is a vibrant hub where people are drawn to the quality of life, the amenities, and the opportunity to raise families in a caring and complete community. The carefully planned land use framework balances economic and urban growth with a viable agricultural sector. Strategic intermunicipal cooperation empowers a diversified economy that reaches both provincial and global markets. Residents collectively value stewardship of the natural environment while mitigating the risks to the environment and human settlement. The coordination of municipal infrastructure and public services has enabled efficient, effective, and excellent service delivery. The region is strong and resilient, and residents embrace the balanced relationship between both the urban and rural communities.

Goals:

▲ Figure 3: IDP Goals



2.0 PLAN IMPLEMENTATION

2.0 GOAL: To establish a framework for efficient intermunicipal cooperation.

2.1 INTERPRETATION OF THE PLAN

The structure of this IDP is intended to allow for easy interpretation of its policies. Each section begins with a title, preamble, and goal that addresses a specific topic relating to the requirements of the MGA (as outlined in Section 1.5). Within each section are subsections that have a preamble followed by specific objectives and subsequent policies that would help achieve the overarching goal. This structure works best when the document is interpreted in a holistic manner where each of the policies are viewed in the context of one another rather than separately. Generally, the objectives, and ultimately the goals and vision of the IDP are more likely to be achieved by addressing the complete set of policy direction.

While the policies contained within this document relate to the defined IDP boundary, they do not restrict the municipalities from expanding the applicable policies beyond the boundary or from collaborating with other municipalities based on the mutual agreement of the Town and County.

This IDP contains the operative terms 'shall', 'should', and 'may'. The interpretation of these words should be as follows:

Shall
indicates that actions are mandatory.

Should
indicates direction to strive to achieve the outlined action or objective but is not mandatory as long as sufficient justification can be provided.

May
is discretionary, meaning the policy in question can be implemented if the municipalities choose to do so. This is typically dependent on context and individual circumstances.

Example of the document structure:

2.1 OBJECTIVE

To establish an easy, user-friendly interpretation of this document.

Policy 2.1.1 This IDP **shall** be designed in a way that makes for an easily interpreted document. Sections **should** be grouped together based on a related topic. Colour **may** be used to help enable easy reference and overall user-friendliness.

2.2 INTERMUNICIPAL COOPERATION

In order to provide a consistent approach for intermunicipal discussion between administrations, Joint Council meetings shall be used to oversee the implementation of the IDP and serve as a forum to address any intermunicipal differences that may arise. These Joint Council meetings will also serve as a mechanism to allow formal communication between municipalities where the Councils will be responsible for facilitating ongoing communication and sharing of information with respect to administering the IDP. This Joint Council meeting may also be utilized as a part of the Intermunicipal Collaboration Framework (ICF) process.

2.2 OBJECTIVE

To establish a consistent approach for intermunicipal discussion.

Policy 2.2.1 Councils **shall** meet jointly at least once yearly and when one Council requests a joint meeting as necessary (ex. to resolve an issue or dispute with regard to the IDP). Items that **may** be covered at these meetings include the status of the IDP and whether any amendments to the IDP are necessary.

Policy 2.2.2 Members of Council attending Joint Council meetings for the purpose of the IDP **shall** be responsible for following provisions:

i. Making recommendations on intermunicipal issues to the respective municipal Councils.

ii. Monitoring the progress of the IDP implementation and participating in any required conflict resolution process;

iii. Reviewing proposed amendments to the IDP and providing recommendations to each respective Council.

2.3 CIRCULATION AND REFERRAL PROCESS

The purpose of this section is to establish a clear and consistent referral process where each municipality is able to provide comments on proposed changes to statutory and non-statutory plans, as well as proposed subdivisions and certain development applications within the IDP area.

The Town and County recognize the importance of cooperation with one another in the spirit of gaining mutual benefit and avoiding incompatible forms of development on either side of municipal boundaries. Communication between the two municipalities is the most effective way to avoid or minimize intermunicipal conflict. For this reason, the IDP creates a commitment to effective and respectful communication by establishing a process for circulation, information sharing, and referral of planning applications, policies, and other information essential to effectively administering the IDP.

Information sharing is intended to promote awareness, transparency, and timely communication between municipalities regarding matters that may be of interest but do not require a formal response or review.

Referrals are intended for matters that may have intermunicipal implications or cross-boundary impacts and require an opportunity for the receiving municipality to review and provide comments prior to a decision being made.

2.3 OBJECTIVE

To collaborate and share information to support diligent and enlightened decision making on planning and development matters within the IDP area.

Policy 2.3.1 The two municipalities **shall** send the following statutory document(s) or application(s) to the other municipality for review, if it would impact lands in the IDP area as outlined in Table 1. The referral would be sent to the attention of the CAO or designate of the receiving municipality. From the date received, comments **shall** be sent back to the referring municipality within the timelines prescribed in Table 1:

Table 1: IDP Statutory Document and Application Referrals

Document or Application Type	Referral Criteria	Response Deadline
Municipal Development Plans, Area Structure Plans, Area Redevelopment Plans	New or amendments	Thirty (30) calendar days
Outline Plans and Conceptual Schemes	New or amendments	Thirty (30) calendar days
Land Use Bylaw amendments, including redistricting/ rezoning	All	Thirty (30) calendar days
Development Permit applications	Discretionary uses as per each respective Land Use Bylaw	Fourteen (14) calendar days
	Variances of 15% or more for commercial or industrial Use as per each respective Land Use Bylaw	Fourteen (14) calendar days
Subdivision applications	Application with the potential to impact access, stormwater, or servicing of the other municipality	Thirty (30) calendar days
Disposition of environmental, conservation, municipal and/or school reserves, environmental easements, public utility lots and/or road allowances	All	Thirty (30) calendar days

Policy 2.3.2 Upon mutual agreement, an extension to the timelines prescribed in Table 1 **may** be granted, however if no response is received by the day it is due, it will be assumed that there are no objections or comments.

Policy 2.3.3 The respective CAO, or their designee, **shall** decide which department is responsible for responding to intermunicipal referrals and providing contact information to the other municipality.

Policy 2.3.4 In addition to the mandatory referrals identified in Policy 2.3.1, either municipality **may**, at its discretion, circulate statutory documents, development applications, planning matters, or other items of mutual interest where it is determined that early awareness, collaboration, or information sharing would be beneficial.

2.4 Plan Administration, Appeal, and Amendment

As the IDP is intended to be a long-range planning document, it will require regular monitoring and review in order to remain current and accurately reflect changing growth trends in the region. This requires the establishment of a clear process that allows member municipalities to amend the IDP when it is mutually beneficial to do so.

2.4 OBJECTIVE

To formalize a structure for communication between the municipalities to ensure that the IDP remains current and adaptive to changing circumstances in the region.

Policy 2.4.1 A general review of, or specific amendments to the IDP **may** be completed as deemed necessary and a full review of the IDP **shall** be completed prior to the end of the tenth (10) year from the date of adoption of the IDP.

Policy 2.4.2 Amendments to the IDP **shall** be subject to agreement by both municipalities and are not in effect until adopted by both Councils in accordance with the procedures established in the MGA.

Policy 2.4.3 An IDP **shall** only be repealed if it is being replaced by a new IDP or if the Minister of Municipal Affairs has granted an exemption in accordance with the MGA.

2.5 Intermunicipal Dispute Resolution

Under S.631(8)(b)(i) of the MGA, municipalities are required to have their IDP include a procedure to resolve or attempt to resolve any conflict between the municipalities that have adopted an IDP. The intent of the dispute resolution process is to facilitate mediation and a resolution at the municipal level before an appeal is to be launched to the Land and Property Rights Tribunal (LPRT). This process acknowledges that differences of opinion can occur and a resolution mechanism may be necessary. It is important that throughout the various processes of dispute resolution, all parties are mindful and respectful of the rights of private interests involved. A diagram of the dispute resolution process is indicated in Figure 4.

2.5 OBJECTIVE

To establish a process to resolve intermunicipal differences that is respectful of each community's interests and concerns.

Policy 2.5.1 The IDP provides a mechanism for both municipalities to address areas of concern with their adjoining municipality. However, in relation to development permit applications detailed in Policy 2.3.1 (iv), (v), and (vi) such disputes **shall** be addressed through the normal appeal process under the MGA.

Policy 2.5.2 In the case of a dispute the following process **shall** be followed:

i. At any time during the dispute resolution process, either municipality has the option to initiate a formal mediation process through a third-party to attempt to resolve the issue/dispute. Such costs **shall** be equally shared by both municipalities.

ii. In the event that a dispute is identified, written notice **shall** be given to the other municipality via email.

iii. Administration from each municipality **shall** meet and attempt to resolve the dispute. If the administration is unable to resolve the dispute, the CAOs from both municipalities **shall** meet to attempt to resolve the dispute.

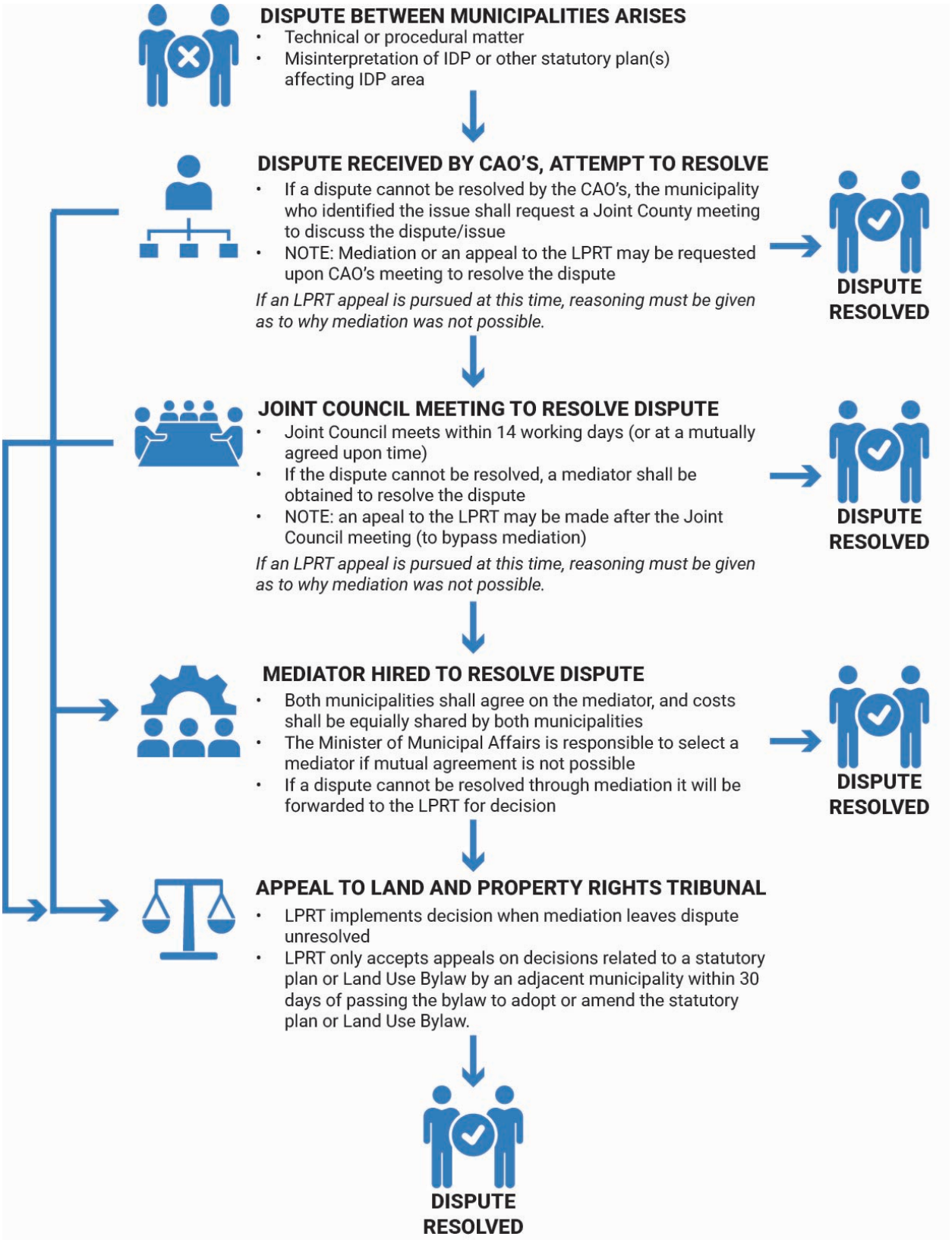
iv. If a dispute relating to the IDP area or plans affecting the lands in the IDP area cannot be resolved by the respective CAOs, the municipality who identified the issue **shall** request that a Joint Council meeting be scheduled to discuss the dispute. At such time, within 14 working days of the Joint Council meeting being requested (or a time mutually agreed upon), the Councils **shall** meet and review the issue and attempt to resolve it through consensus.

v. If an issue cannot be resolved by a joint meeting of the Councils, a mediator **shall** be obtained to resolve the dispute.

vi. Should mediation be necessary, both municipalities **shall** agree upon the mediator, or if they cannot agree, the Minister of Municipal Affairs **shall** choose the mediator. The cost of the mediator **shall** be shared equally between the municipalities.

Policy 2.5.3 If a dispute arises involving the adoption of, or amendment to, a statutory plan, the municipality initiating the dispute **may** file appeal to the LPRT in accordance S.690 of the MGA, in order to preserve the statutory right to file an appeal and avoid missing the timeframe which an appeal is allowed. However, the dispute resolution process contained within this IDP **shall** still be followed. An appeal to the LPRT **should** be withdrawn if a solution is reached following the dispute resolution process outlined in Policy 2.5.1 of this document.

▲ Figure 4: Dispute Resolution Process



3.0 GROWTH AND LAND USE

3.0 GOAL: To encourage and direct growth and reduce land use conflicts within the plan area.

3.1 GROWTH

In both municipalities, modest population and employment growth is anticipated over the next 20 years. While significant development pressure is not expected in the near future, an increase in growth compared to the past 10 years is anticipated. When growth comes, it will be important to collaborate to ensure that growth in one municipality does not negatively impact the other municipality. Both municipalities have agreed to make every effort to have open discussions regarding possible development in the plan area, as early as possible in the approvals process.

3.1 OBJECTIVE

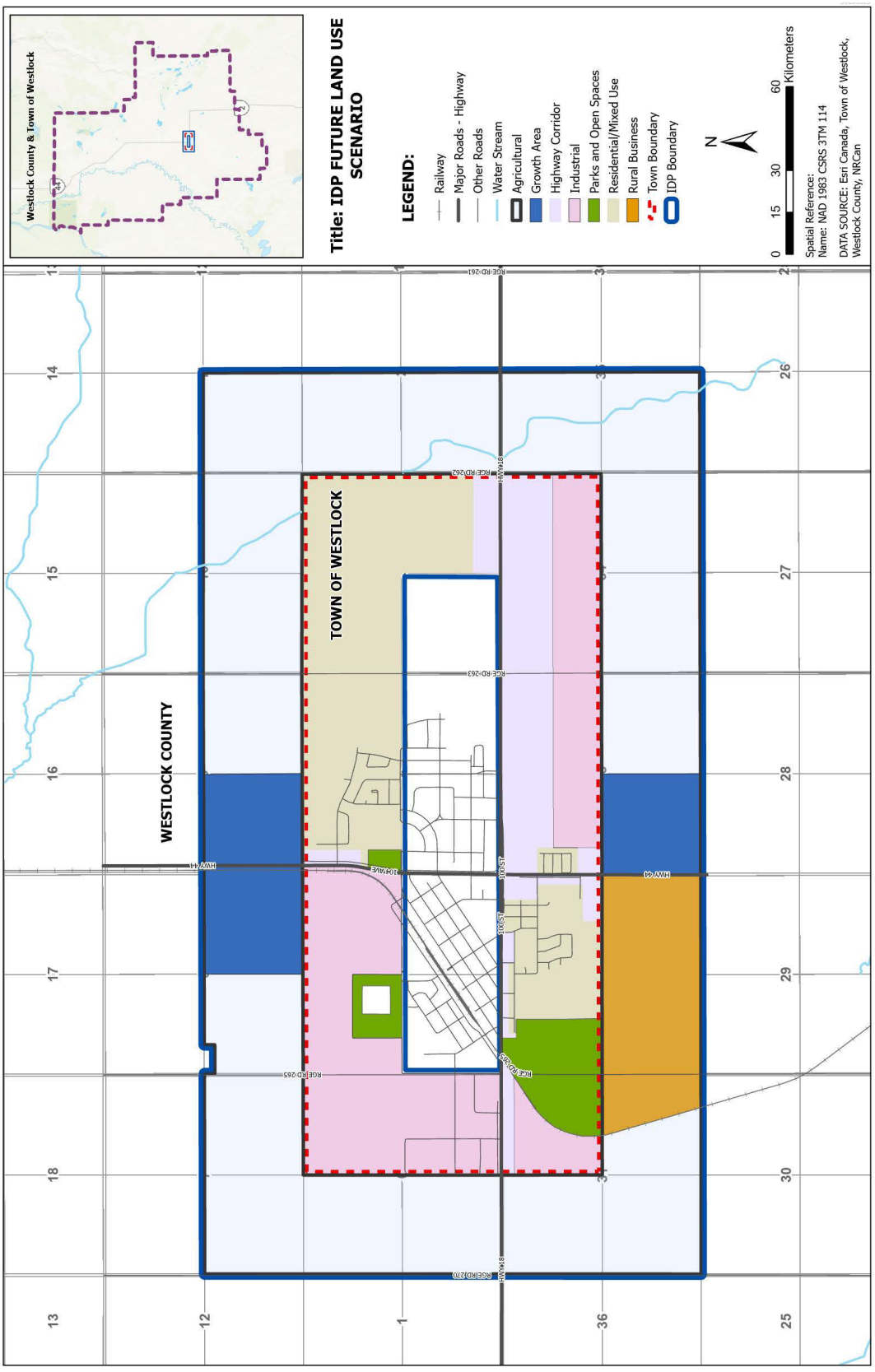
To create a planning framework that is responsive to regional growth and promotes long-term viability of the region.

Policy 3.1.1 The municipalities **should** direct development within the IDP boundary into those areas that are planned to accommodate growth as indicated in the Future Land Use Scenario.

Policy 3.1.2 The municipalities **shall** proactively communicate about development planning in the IDP area to avoid cross-boundary land use conflicts

Policy 3.1.3 Future development that is not contemplated in the Future Land Use Scenario **may** proceed without amendments to this plan if both municipalities agree that the proposed development is appropriate and will not have a detrimental effect on the adjacent municipality.

▲ Figure 5: Future Land Use Scenario



3.2 AGRICULTURAL AREAS

Agriculture is the heart and soul of the Westlock sub-region. The agriculture industry is our largest employment base. Maintaining, enhancing and protecting agricultural lands and operations is critical to the long-term viability of the area.

3.2 OBJECTIVE

To protect and enhance the agricultural land base in the plan area while supporting and encouraging compatible agriculture-related businesses and activities.

Policy 3.2.1 Agricultural lands **should** remain in agricultural production until they are needed to accommodate growth and not be prematurely redistricted for non-agricultural uses within the IDP area.

Policy 3.2.2 The municipalities **should** minimize the conversion of high capability agricultural land to any other non-agricultural use within the IDP area.

3.3 COMMERCIAL DEVELOPMENT AREAS

Commercial development increases municipal tax revenue and creates local jobs. Having more employment opportunities also contributes to the livability of a community and will often stimulate residential growth.

3.3 OBJECTIVE

To support future commercial development in areas identified in Future Land Use Scenario to bring economic benefit and employment opportunities to the region without creating land use conflicts.

Policy 3.3.1 Both municipalities **shall** consider any potential nuisances including: odor, emissions, noise, traffic, lighting, etc., that may impact surrounding lands when considering approvals for proposed commercial development.

Policy 3.3.2 Both municipalities **should** consider the use of land use buffers to mitigate potential land use conflict or nuisances between commercial development and residential uses where appropriate.

Policy 3.3.3 Both municipalities **should** support and enable highway commercial development within their municipal boundaries along the Highway 44 and Highway 18 transportation corridors as illustrated in the Future Land Use Scenario.

3.4 Industrial Development Areas

Industrial development generally has a significant positive impact on a municipality's tax base due to the value of the improvements that are required to support industrial activities. Industrial development also brings jobs with wages that are generally higher than retail or food service industry jobs.

3.3 OBJECTIVE

To support appropriate future industrial development in areas identified in the Future Land Use Scenario without creating negative impacts on surrounding uses

Policy 3.4.1 Both municipalities **shall** consider any potential nuisances including: odor, emissions, noise, traffic, lighting, etc., that may impact surrounding lands when considering approvals for proposed industrial development.

Policy 3.4.2 Both municipalities **should** utilize land use buffers to mitigate potential land use conflict or nuisances between industrial development and other uses where appropriate.

Policy 3.4.3 Both municipalities **should** collaborate in supporting and enabling development in the industrial areas identified in the Future Land Use Scenario.

3.5 Parks and Open Space Areas

Creating preserving and enhancing open spaces and pathway systems in a community helps encourage physical activity, promotes mental health, and provides opportunities for social interaction. These spaces may also accommodate natural infrastructure such as overland stormwater management.

3.5 OBJECTIVE

To preserve and enhance a park and open space network within the IDP area

Policy 3.5.1 The municipalities **should** communicate and collaborate on the planning of pathways, park spaces and recreational amenities in the IDP area.

Policy 3.5.2 The municipalities **should** work together to identify opportunities within the IDP area for future parks, open spaces or pathways that could be interconnected

3.6 Residential and Mixed Use Areas

Collaborative planning for residential growth is very important. The viability of a community is reliant on the availability of appropriate housing options to accommodate growth. However, it is also important to ensure the best use of existing infrastructure and the cost effective and efficient delivery of municipal services while avoiding cross-boundary impacts from incompatible development.

While no areas of residential development are identified in the County within the IDP area, there are some existing residential parcels and applications for country residential parcels may be supported if in

alignment with the County's Municipal Development Plan. Multi-lot country residential development is not contemplated in the IDP area.

3.6 OBJECTIVE

To support future growth by collaboratively planning for residential development that will make the most efficient use of infrastructure and avoid cross-boundary impacts.

Policy 3.6.1 Both municipalities **should** communicate and collaborate on planning for future residential development.

Policy 3.6.2 Both municipalities **should** ensure that residential growth is planned so that it makes the most efficient use of infrastructure.

Policy 3.6.3 Both municipalities **should** avoid premature fragmentation of lands within the IDP boundary to accommodate residential development.

Policy 3.6.4 Both municipalities **should** communicate and collaborate to avoid cross boundary impacts or land use conflicts from residential development.

Policy 3.6.5 Applications for country residential parcels **may** be supported in the IDP area, but multi-lot country residential development **shall** not be supported.

3.7 Rural Business Areas

Non-residential growth is important for the diversification of both municipalities' tax bases. To provide for economic growth the County is planning for the expansion of the existing business park located adjacent to the south boundary of the IDP area (see referral area on the Future Land Use Scenario). An Area Structure Plan (ASP) and supporting studies are underway to provide a policy framework that would guide future development. Both industrial and highway commercial uses are contemplated as well as recreational uses that would provide a buffer to planned residential development in the Town adjacent to their south boundary with the County. The lands within the IDP area that are to be included in the ASP are identified in the Future Land Use Concept as a Rural Business Area.

3.7 OBJECTIVE

To support expansion of the County's existing business park.

Policy 3.7.1 Both municipalities **should** communicate and collaborate on planning for future development of the County's business park.

Policy 3.7.2 The municipalities **may** explore opportunities for joint provision of services for the County's business park. If joint servicing is pursued, revenue sharing **may** also be discussed.

3.8 Growth Areas

There are Growth Areas identified along Highway 44 north and south of the Town. These are areas where it is likely that more intense development will be appropriate. Either municipality may end up developing within these Growth Areas or there may be opportunities for joint development within them. It should be noted that should the Town wish to incorporate any of the Growth Areas into their boundaries, the formal annexation process as outlined in the Municipal Government Act would need to be undertaken.

3.8 OBJECTIVE

To identify where in the IDP area it may be appropriate to allow for more intense growth and development by either municipality.

Policy 3.8.1 More intense growth and development **may** be supported in the Growth Areas as identified in the Future Land Use Scenario.

Policy 3.8.2 Growth Areas **may** ultimately be developed by either municipality or by both municipalities in partnership.

3.9 Information Referral Areas Outside of the IDP Area

There are two referral areas that are identified outside of the IDP area. These are areas where it was deemed that applying all the policies of the IDP was not appropriate, but where there was sufficient mutual interest that formalizing communication about development plans is considered appropriate.

The first area is the Westlock aerodrome. This facility is operated by the County and within the County's jurisdiction, but it is jointly owned by the two municipalities. The second is the County's existing industrial park as well as the planned expansion area. Due to increased potential for off-site impacts, it has been agreed that applications for discretionary uses within this area will be referred to the Town for information.

3.9 OBJECTIVE

To provide for a formal communication process for development in lands of mutual interest outside the IDP area.

Policy 3.9.1 Within the identified referral areas, the County **shall** send the following statutory document(s) or application(s) to the Town for review, if it would impact lands in the IDP area as outlined in Table 2. The referral would be sent to the attention of the CAO or designate of the receiving municipality. From the date received, comments **shall** be sent back to the referring municipality within the timelines prescribed in Table 2.

Table 2: IDP Information Referrals

Document or Application Type	Referral Criteria	Response Deadline
Municipal Development Plans, Area Structure Plans, Area Redevelopment Plans	New or amendments	Thirty (30) calendar days
Outline Plans and Conceptual Schemes	New or amendments	Thirty (30) calendar days
Land Use Bylaw amendments, including redistricting/ rezoning	All	Thirty (30) calendar days
Development Permit applications	Discretionary uses as per the County's Land Use Bylaw	Fourteen (14) calendar days
	Variances of 15% or more for commercial or industrial uses as per the County's Land Use Bylaw	Fourteen (14) calendar days
Subdivision applications	Application with the potential to impact access, stormwater, or servicing in the Town	Thirty (30) calendar days
Disposition of environmental, conservation, municipal and/or school reserves, environmental easements, public utility lots and/or road allowances	All	Thirty (30) calendar days

Policy 3.9.2 if no response is received within the timeframes in Table 2, it **shall** be assumed that there are no objections or comments.

Policy 3.9.3 The respective CAO, or their designee, **shall** decide which department is responsible for responding to intermunicipal referrals and providing contact information to the other municipality.

4.0 ECONOMIC DEVELOPMENT

4.0 GOAL: To ensure the long-term economic viability of the region.

4.1 INTERMUNICIPAL ECONOMIC DEVELOPMENT COLLABORATION

Key sectors in the Westlock region include agriculture, resource extraction, manufacturing, and healthcare. Maintaining, enhancing, and diversifying the driver industries will be critical to the long-term economic prosperity of the region. Diversification of the local economy will help mitigate the unpredictability of reliance on primary industries, the provincial economy, and world markets.

As partners in the Westlock Economic Region, the municipalities acknowledge the value of working together to attract investment, support business growth, and enhance long-term economic sustainability.

Since 2021, regional collaboration has evolved through joint initiatives involving the Town of Westlock, Westlock County, and neighbouring municipalities, including the establishment of a formal economic development partnership and subsequent committee structure to guide shared priorities. These efforts have included strategic planning, regional branding and marketing, information sharing and coordinated investment attraction initiatives, all aimed at strengthening the competitiveness and visibility of the region.

4.1 OBJECTIVE

To ensure consistent communication and collaboration on economic development matters.

Policy 4.1.1 Both municipalities **shall** maintain regular communication to discuss shared economic development opportunities, priorities, and issues.

Policy 4.1.2 The municipalities **may** consider the development of agreements related to cost-sharing or revenue-sharing for mutually beneficial projects, where appropriate.

Policy 4.1.3 The municipalities **should** utilize existing intermunicipal or regional committees and partnerships, or established collaborative mechanisms as required, to advance joint initiatives.

4.2 OBJECTIVE

To promote a strong and diversified regional and local economy.

Policy 4.2.1 The municipalities **should** support the diversification of local economic sectors to increase employment opportunities and diversify the regional assessment base.

Policy 4.2.2 The municipalities **should** jointly promote new industries and emerging sectors that align with regional strengths and opportunities to locate within the IDP area.

Policy 4.2.3 The municipalities **should** jointly explore opportunities to support local business retention and expansion.

4.3 OBJECTIVE

To maintain a coordinated and sufficient supply of serviced and serviceable land to support growth.

Policy 4.3.1 The municipalities **should** ensure that their respective statutory plans and land use planning activities provide a suitable inventory of lands for future development.

Policy 4.3.2 The municipalities **should** consider variability of parcel size, access and visibility along major corridors, and availability of services when addressing land supply.

Policy 4.3.3 The municipalities **may** explore joint opportunities for coordinated infrastructure planning, including the extension or sharing of municipal services where mutually beneficial.

4.4 OBJECTIVE

To jointly promote the region as a tourist destination.

Policy 4.4.1 The municipalities **should** work together and with stakeholders to promote and strength tourism in the region.

Policy 4.4.2 The municipalities **should** support a coordinated approach to tourism development that highlights the regions' collective assets, including amenities, cultural experiences, events, and natural features.

Policy 4.4.3 The municipalities **should** support partnerships with First Nations, regional organizations, community groups, and other interest-holders to advance tourism initiatives.

5.0 ENVIRONMENTAL MATTERS

5.0 GOAL: To preserve and enhance the natural environment.

5.1 ENVIRONMENTAL PRESERVATION

The Town of Westlock and Westlock County recognize that the region's natural environment provides essential functions, including clean air, water, and soil, which support community health, agriculture, and economic activity.

Both municipalities wish to work collaboratively to preserve, maintain, and enhance environmentally significant areas. Protecting these environmental assets is critical to the long-term sustainability, resilience, and viability of the region.

5.1 OBJECTIVE

To protect the natural environment within the IDP area from harmful impacts of human activity.

Policy 5.1.1 Environmentally significant areas **shall** be identified within the applicable statutory and non-statutory documents of each municipality.

Policy 5.1.2 Development within the IDP area **shall** be designed to avoid or minimize impacts on environmentally significant features, including wetlands, watercourses, treed areas and natural drainage systems.

Policy 5.1.3 Development adjacent to environmentally significant features within the IDP area **shall** provide appropriate setbacks or buffers to protect ecological function and integrity.

Policy 5.1.4 The municipalities **shall** consider environmental impacts during consideration of statutory plan amendments, redistricting and subdivision applications within the IDP area.

Policy 5.1.5 Both municipalities **should** explore opportunities, either jointly or individually, to reduce the impact that other land uses have on the natural environment.

Policy 5.1.6 The municipalities **should** jointly explore methods to protect Wiesel Creek, Pembina River, and other waterways from harmful human activity and to effectively manage the quality of water within the region.

Policy 5.1.7 The municipalities **should** explore opportunities to work with agricultural producers and NGO's to reduce the impacts of agricultural spray and dust and support practices that protect soil health.

Policy 5.1.8 The municipalities **should** explore opportunities to reduce waste and increase recycling options within their jurisdictions to reduce the impact that waste and waste facilities have on the environment.

Policy 5.1.9 The municipalities **may** explore opportunities to reduce the impact that active and nonactive oil and gas wells have on adjacent lands.

6.0 TRANSPORTATION AND UTILITY INFRASTRUCTURE

6.0 GOAL: To plan and develop a safe, efficient, and effective intermunicipal infrastructure network.

6.1 TRANSPORTATION

The IDP area contains several key components of provincial, regional, and local transportation systems. The local transportation system contains a hierarchy of roads, provincial highways, and a railway within the IDP area. When transportation networks cross municipal jurisdictions, communication, coordination, and long-range planning are essential to support the safe and efficient movement of goods, services, and people.

The municipalities believe that coordinating transportation network expansion and maintenance are effective methods to support efficient regional connectivity, improve service reliability, and accommodate future growth in a coordinated manner.

6.1 OBJECTIVE

To maintain a roadway network that promotes the safe and efficient movement of goods, services, and people within the IDP area and to the surrounding region.

Policy 6.1.1 The municipalities **shall** ensure that their municipal transportation network plans, roadway engineering standards and maintenance programs are coordinated to provide safe, efficient, and consistent travel conditions across municipal boundaries.

Policy 6.1.2 The municipalities **shall** ensure that the impacts of cross-boundary traffic, particularly those from high-traffic producing uses, are considered in both decision making and roadway maintenance planning.

Policy 6.1.3 Maintenance, rehabilitation, or expansion of roadways within the IDP area **shall** consider long-term lifecycle requirements and the need to support regional mobility and economic activity.

Policy 6.1.4 The municipalities **should** jointly engage Alberta Transportation regarding current and future planning, maintenance, and upgrades of Provincial Highways (Highways 18 and 44) in the IDP area.

6.2 OBJECTIVE

To maintain the functionality of the railway network to move goods regionally, provincially, nationally, and internationally.

Policy 6.2.1 The municipalities **should** jointly engage the Canadian National Railway to upgrade railway crossings to encourage the safe and efficient movement of goods, services, and people across the railroad tracks.

Policy 6.2.2 The municipalities **shall** support coordinated approaches to railway planning and operations in collaboration with the Canadian National Railway.

Policy 6.2.3 Lands within the IDP area adjacent to railway corridors **shal**l be planned and used in a manner that protects the long-term functionality, safety and operational viability of the railway network.

Policy 6.2.4 The municipalities **shall** consider the potential impacts on rail operations, including freight movement, loading facilities, and supporting infrastructure as part of land use decisions within the IDP area.

Policy 6.2.5 Future planning activities within the IDP area **shall** ensure that appropriate access to rail corridors is maintained and that future rail expansion or improvements is not precluded.

6.3 OBJECTIVE

To promote the use of active transportation within the IDP area.

Policy 6.3.1 The municipalities **may** encourage the incorporation of multi-use pathways and trail systems within the IDP area where they contribute to regional connectivity and enhance access between communities and regional recreational opportunities.

6.2 UTILITIES

The IDP area contains multiple utility systems in the area including gas and electrical services, and a regional water line as well as municipal water, wastewater and stormwater management in the Town (Figure 6), When utility networks cross municipal jurisdictions, communication, coordination, and long-range planning are essential to support the delivery of services.

The municipalities believe that coordinating municipal infrastructure network expansion and aligning servicing standards are effective methods to meet demand for existing and future residents and businesses, and to provide consistent service delivery to people in both municipalities.

6.4 OBJECTIVE

To coordinate municipal infrastructure planning and provision within the IDP area.

Policy 6.4.1 The municipalities **should** coordinate the planning and provision of municipal infrastructure as means to achieving increased coordination, utilization, cost-effectiveness and efficiency of services, including water, wastewater, and stormwater utilities.

Policy 6.4.2 Municipal infrastructure within the IDP area **should** be planned in a manner that supports orderly development and minimizes the duplication of services between municipalities.

Policy 6.4.3 The municipalities **should** jointly identify lands within the IDP area to protect for future utility rights-of-way.

Policy 6.4.4 The municipalities **should** work to enhance and improve the existing intermunicipal utility and servicing infrastructure through the established commissions, and create new intermunicipal commissions for other infrastructure where deemed appropriate.

Policy 6.4.5 Infrastructure systems that cross municipal boundaries **should** be planned and managed in a coordinated manner to support functionality and service reliability for both municipalities.

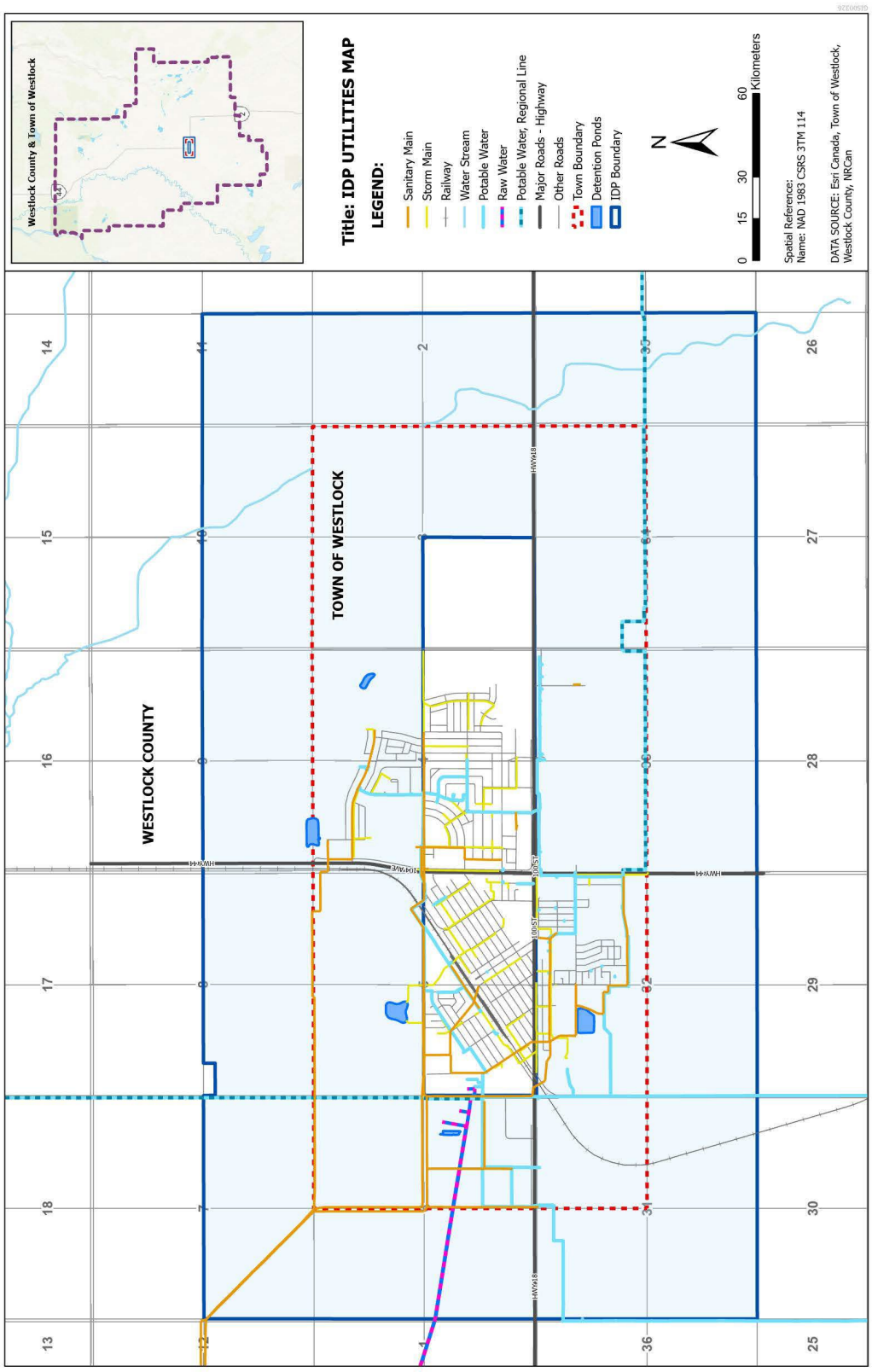
Policy 6.4.6 Development within the IDP area **shall** utilize servicing solutions that reduce risk to groundwater and surface water and limit potential adverse impacts on the neighbouring municipality.

Policy 6.4.7 Stormwater within the IDP area **shall** be managed to maintain or improve pre-development drainage conditions and protect downstream lands, infrastructure, and water bodies.

Policy 6.4.8 Development within the IDP area **shall** not be permitted to increase the rate or volume of stormwater runoff in a manner that negatively impacts adjacent lands or the neighbouring municipality without appropriate mitigation measures in place.

Policy 6.4.9 The municipalities **shall** ensure that their stormwater management practices within the IDP area accounts for upstream and downstream impacts, so that runoff from one municipality does not result in flooding, erosion, or infrastructure strain in the other.

▲ Figure 6: IDP Major Utilities



7.0 DEFINITIONS

For the purpose of consistency and clarity, the following definitions shall be used:

"Adjacent" means contiguous or contiguous if not for a public roadway, lane, railway, river or stream.

"Area Redevelopment Plan" means a plan adopted by a Council, in accordance with the requirements of Section 634 & 635 of the MGA, for the purpose of providing a framework for subsequent redevelopment of an existing, developed, partially developed, or previously disturbed area of land in a municipality particularly one that is in need of some form of rehabilitation.

"Area Structure Plan" means a plan adopted by a Council, in accordance with the requirements of Section 633 of the MGA, for the purpose of providing a framework for subsequent subdivision and development of an area of land in a municipality.

"Buffer" means a dedicated transitional zone that may contain landscaping, row(s) of trees or shrubs, a berm or fencing to provide visual screening, separation and/or a sound mitigation barrier between sites or incompatible land uses.

"Conceptual Scheme" see "Outline Plan".

"Existing Development" means a development lawfully existing prior to the date of passing of this Intermunicipal Development Plan.

"Environmentally Significant Areas (ESA)" means areas containing rare or unique elements, or areas that include elements that may require special management consideration due to their conservation needs. ESAs are more generally defined as areas that are important to the long-term maintenance of biological diversity, physical landscape features and/or other natural processes, both locally and within a larger spatial context.

"Fragmentation" occurs when once contiguous agricultural areas become divided into separate fragments isolated from each other by other, non-agricultural land uses. Fragmentation can also occur within a given agricultural parcel of land by access roads, oil and gas developments and/or linear infrastructure.

"Growth Node Area" an area adjacent to provincial highways where the municipalities want to encourage more intensive growth and development. These areas are preferred for more intensive industrial, commercial, recreational, and residential development.

"High capability agricultural land" means land that has a Class 1, 2, or 3 of the Canada Land Inventory System or higher.

"Information Referral Area" is the area indicated on Figure 1, with the intent to have specific policy framework strictly for the sharing of information regarding new industrial, commercial, or agricultural industrial development on the lands.

"Land Use Bylaw" means the bylaw that divides a municipality into land use districts and establishes procedures for processing and deciding on development application. It contains rules that affect how each parcel of land in a municipality may be used and developed.

"Lot" means:

a) A quarter section;

b) A part of a parcel of land described in a certificate of title if the boundaries of the part are separately described in the certificate of title other than by reference to a legal subdivision; or

c) A part of a parcel of land described in a certificate of title if the boundaries of the part are described by reference to a plan of subdivision.

as defined in the MGA.

"Multi-lot country residential development" means any subdivision which will create four (4) or more parcels for residential and/or agricultural use on a quarter section.

"Municipal Development Plan" means a plan adopted by a Council, in accordance with the requirements of Section 632 of the MGA.

"Municipal Infrastructure" means infrastructure owned or operated by a municipality that provides service to the municipality's ratepayers. Examples include municipal sanitary systems, municipal water systems, municipal storm systems, municipal road systems.

"Municipality" refers to one of either the Town of Westlock or Westlock County.

"Municipalities" refers to the Town of Westlock and Westlock County collectively.

"Resource Extraction Industry" means a primary industry, whose location is governed by natural geological features, such as gravel, limestone, shale, coal, petroleum or natural gas.

"Outline Plan" means a non-statutory land use plan adopted by resolution of Council that provides a detailed land use, transportation and servicing concept for the future subdivision and development of land within the area encompassed by the plan boundaries.

"Plan" refers to the Town Westlock / Westlock County Intermunicipal Development Plan.

"Premature Development" means development occurring too soon, especially before the appropriate, natural or suitable time.

"Proposal" can mean a land use re-designation (rezoning) application, an Area Structure Plan or amendment to, conceptual scheme or amendment to, or amendment to this plan. In addition, "proposal" may refer to a broader planning issue between the Town and the County.

"Regional Facility" means a facility that is owned or operated by one or more municipalities that provides service to the residents and businesses of more than one municipality. This may include municipal infrastructure that provides benefit across municipal boundaries. Examples include the Westlock Regional Landfill and the Westlock Municipal Airport.

"Riparian Area" means an area of land characterized by vegetation growing on or near the banks of a stream or other watercourse that is dependent on water from the stream or other watercourse and where sufficient soil moisture supports growth of moisture-loving vegetation.

DEFINITIONS

"Statutory Plan" means, an Intermunicipal Development Plan, Municipal Development Plan, or Area Structure Plan or Area Redevelopment Plan prepared and adopted in accordance with the MGA.

"Utilities" refer to natural gas, sanitary, storm and water services, telephone/cable/internet and electricity.

"Wetlands" means an area of land that shows a presence of shallow water or flooded soils (or saturated) for part of the growing season, has organisms adapted to this wet environment, and has soil indicators of this flooding, such as hydric soils.

"Working Days" means Monday to Friday, excluding general holidays as outlined in the government of Alberta's employment standards.

*All other words or expressions shall have the meanings respectively assigned to them in the MGA, the Subdivision and Development Regulation, and the Alberta Land Use Framework.

APPENDIX A
IDP Maps

WESTLOCK COUNTY

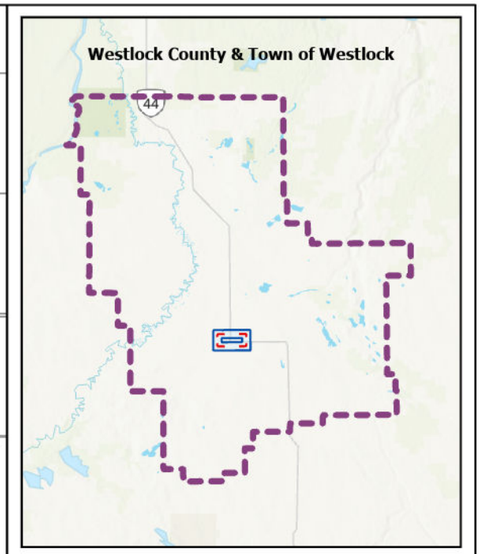
TOWN OF WESTLOCK

HWY#18

100 ST

104 AVE

HWY#44



Title: IDP BOUNDARY MAP

LEGEND:

- Railway
- Other Roads
- Major Roads - Highway
- County Boundary
- Water Stream
- Waterbody
- IDP Boundary
- Town Boundary
- Information Referral Boundary
- Major Roads - Highway
- Other Roads

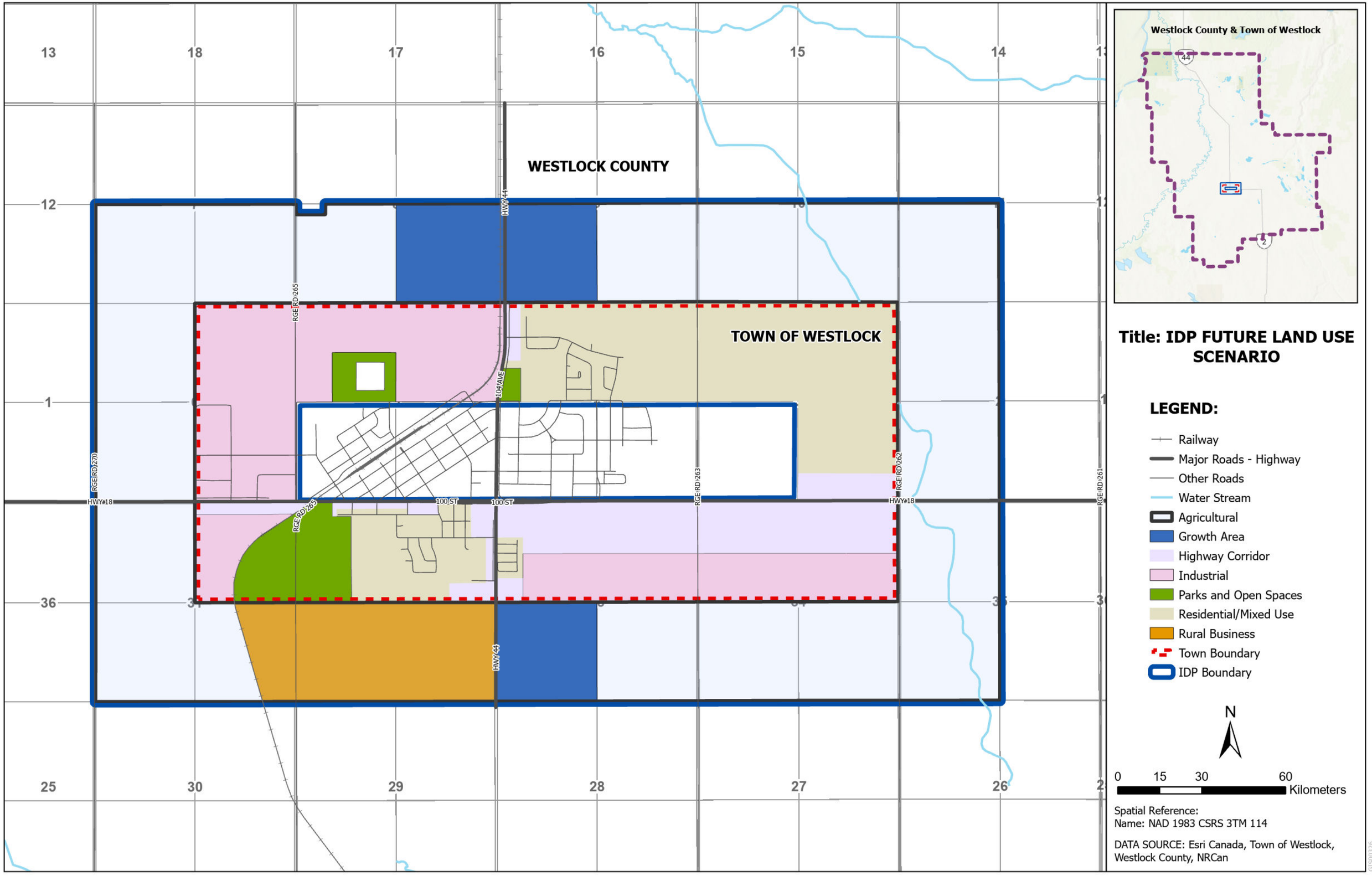
N

0 15 30 60 Kilometers

Spatial Reference:
Name: NAD 1983 CSRS 3TM 114

DATA SOURCE: Esri Canada, Town of Westlock, Westlock County, NRCan

GIS\0326


WESTLOCK COUNTY
TOWN OF WESTLOCK
HWY 44
104 AVE
100 ST
HWY 18
RGE RD 265
RGE RD 270
RGE RD 263
RGE RD 262
RGE RD 261
13
18
17
16
15
14
12
1
36
31
25
30
29
28
27
26
Westlock County & Town of Westlock
44
2
Title: IDP FUTURE LAND USE SCENARIO
LEGEND:
Railway
Major Roads - Highway
Other Roads
Water Stream
Agricultural
Growth Area
Highway Corridor
Industrial
Parks and Open Spaces
Residential/Mixed Use
Rural Business
Town Boundary
IDP Boundary
N
0 15 30 60
Kilometers
Spatial Reference:
Name: NAD 1983 CSRS 3TM 114
DATA SOURCE: Esri Canada, Town of Westlock, Westlock County, NRCan
GIS00326

WESTLOCK COUNTY

TOWN OF WESTLOCK

HWY44

104AVE

100 ST

100 ST

HWY18

HWY18

HWY44

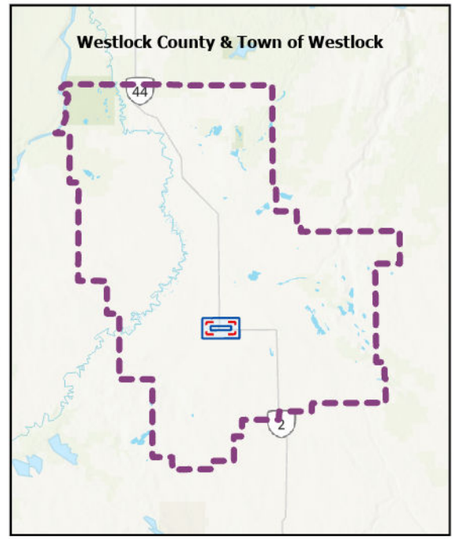
13 18 17 16 15 14

12 7 8 9 10 11

1 6 5 4 3 2

36 31 32 33 34 35

25 30 29 28 27 26



Title: IDP UTILITIES MAP

LEGEND:

- Sanitary Main
- Storm Main
- Railway
- Water Stream
- Potable Water
- Raw Water
- Potable Water, Regional Line
- Major Roads - Highway
- Other Roads
- Town Boundary
- Detention Ponds
- IDP Boundary

N

0 15 30 60 Kilometers

Spatial Reference:
Name: NAD 1983 CSRS 3TM 114

DATA SOURCE: Esri Canada, Town of Westlock, Westlock County, NRCan

GIS00326