



COUNCIL – AGENDA REPORT

Meeting Date: 21 April 2026
Subject: Intermunicipal Development Plan – Terms of Reference
Directorate: Strategic Growth and Investment

Issue:

Administration requests Council's approval of the proposed Terms of Reference (TOR) for a comprehensive update to the City of Airdrie-Rocky View County Intermunicipal Development Plan (IDP).

Policy / Council Direction:

Concurrent with the dissolution of the Calgary Metropolitan Region Board (CMRB), the Province of Alberta required adjacent municipalities in the former CMRB to jointly adopt an Intermunicipal Development Plan (IDP) by November 30, 2027.

While Airdrie and Rocky View County currently have an approved IDP in place, it has not been updated since 2001. Therefore, it should be amended to reflect current conditions. A comprehensive review will modernize the IDP and strengthen intermunicipal coordination.

Background:

The IDP is the highest-level local planning document for municipalities in Alberta. All other statutory plans must align with it. Attachment 1 contains a proposed joint terms of reference (TOR) prepared by the administrations of both Airdrie and Rocky View County.

The updated IDP will focus on:

1. Growth and Land Use
Including expectations for future growth, preservation of agricultural and ecological networks, and coordinated open space and institutional uses.
2. Boundary Interface Planning
Ensuring compatible land uses, appropriate edge conditions (setbacks, transitions and buffers), community identity and gateways, environmental factors and servicing considerations.

3. Transportation Coordination

Addressing cross-boundary road connections, upgrades and responsibilities.

4. Utilities and Servicing

Reviewing present and future servicing corridors in the Plan Area and Study Area.

Map 1 in Attachment #1 (page 3) shows the boundaries of the Plan Area and Study Area.

Plan Area

The Plan Area includes the lands immediately adjacent to the shared municipal boundary (Map 1 on page 3 of Attachment #1). It encompasses key infrastructure and environmental features and all policies, land-use coordination processes, referrals, and dispute-resolution procedures apply within this area.

Study Area

The Study Area extends beyond the Plan Area to capture a broader regional context. It enables the municipalities to examine opportunities outside the formal Plan Area and supports coordinated planning with Rocky View County and The City of Calgary - particularly where regional coordinators and adjacent IDPs meet (City of Calgary-Rocky View County IDP).

Project Timeline

Phases	Timeline
Phase 1 – Initiation	Q4 2025 – Q2 2026
Phase 2 - Planning & Background	Q1 2026 – Q3 2026
Phase 3 – Draft Plan	Q2 2026 – Q1 2027
Phase 4 – Revisions	Q1 2027 – Q3 2027
Phase 5 – Plan Adoption	Q3 2027 – Q4 2027

Council Committee Routed Through:

The Intermunicipal Committee reviewed and endorsed the TOR on March 13, 2026, recommending that both administrations bring the document forward to their respective Councils for consideration and approval.

Administration Recommendation:

That Council approves the City of Airdrie-Rocky View County Intermunicipal Development Plan Terms of Reference and directs Administration to:

1. Collaborate with Rocky View County to implement the Terms of Reference for a new Intermunicipal Development Plan, and
2. Participate in a joint procurement process to retain a third-party consultant for public engagement.

Alternatives/Implications:

1. Council could choose to refer the TOR back to Administration and the Intermunicipal Committee for Amendments.

Council could request changes / additions to the TOR. This would require additional coordination with Rocky View County and the Intermunicipal Committee and may impact the Provincial government's project schedule deadline.

Budget Implications:

Airdrie and Rocky View County will repurpose previously allocated funds intended for Joint Planning Area work required by the former Calgary Metropolitan Region Board. Each municipality allocated \$75,000 towards the project. No additional budget implications are anticipated.

Communications and Engagement:

If approved, Administration will implement a joint **Communications Plan** with Rocky View County, ensuring aligned messaging and tailored outreach.

A two -stage **Engagement Strategy** will be used:

- **Stage 1:** Introduce the project and gather input on priorities.
- **Stage 2:** Seek feedback on the Draft IDP.

A third-party consultant will serve as a natural point of contact and provide integrated analysis and reporting.

Recommendation:

That Council:

1. approves the City of Airdrie-Rocky View County Intermunicipal Development Plan Terms of Reference; and
2. directs Administration to collaborate with Rocky View County on implementation, including joint consultant procurement.

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Staff Presenter:	Matthew Konowalchuk, RPP, MCIP
External Presenter:	N/A
Department:	Policy Planning, Strategic Growth Services
Reviewed by:	ELT
Attachments:	#1: Intermunicipal Development Plan – Terms of Reference