

Topic: Policy C-455 Off-Site Levies

**Introduction:**

Administration recommends Council approve Policy C-455 Off-Site Levies, as presented.

**Facts (Background Information):**Legislative Framework

The Municipal Government Act (MGA) authorizes municipalities to set and collect off-site levies. Council approved Off-Site Levy Bylaw 2015-07 on April 28, 2015, enabling levy collection for off-site water, sanitary, road, and stormwater infrastructure in the Acheson, Big Lake, and Fifth Meridian areas. In addition, Council approved Policy C-PD05 Off-Site Infrastructure Levies on April 9, 2013, which provides the framework for off-site levy assessment, collection, administration and disbursement.

**Analysis:**

Administration undertook a review of the off-site levy program in 2025 and found that the existing Policy C-PD05 was outdated and required minor updates to align with the new Parkland County off-site levy model, Policy and Bylaw. Based on feedback obtained by the Governance and Priorities Committee on June 2, 2026, Policy C-455 has a revised purpose and policy statement, references definitions found in Bylaw 2026-23 and details responsibilities of Council, the Chief Administrative Officer, and the Off-Site Levy Oversight Committee. These changes further strengthen the policy framework for administration to assess, collect, administer and disburse off-site levies.

As part of the engagement for the off-site levy bylaw, Policy C-455 was also sent to industry partners on May 12 for review. No comments have been received as of June 5, 2026.

**Conclusion/Summary:**

Administration recommends Council approve Policy C-455 Off-Site Levies, as presented.

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Date written: June 5, 2026