



Parkland County

53109A Highway 779
Parkland County, Alberta
T7Z 1R1
Parklandcounty.com

Meeting Agenda

Governance and Priorities Committee

Mayor Rod Shaigec
Deputy Mayor John McNab
Council Member Sally Kucher Johnson
Council Member Jason Doucette
Council Member Ben Jespersen
Council Member Corey Kyle
Council Member Kristine Olson

Tuesday, May 19, 2026

9:00 AM

Council Chambers

Vision

**Parkland County: gifted by nature, inspired by innovation, powerfully connected,
and home to opportunity.**

1. CALL TO ORDER (MCNAB)

. CELEBRATING SUCCESS

2. ADOPTION OF AGENDA (MCNAB)

- 2.1** [RFD 26-123](#) Adoption of the May 19, 2026 Governance and Priorities Committee Meeting Agenda

Proposed Motion

That the May 19, 2026 Governance and Priorities Committee Meeting Agenda be adopted, as presented.

Sponsors: McNab

3. CONSENT AGENDA

4. ADOPTION OF MINUTES (MCNAB)

- 4.1** [MIN 26-021](#) Adoption of May 5, 2026 Governance and Priorities Committee Meeting Minutes

Proposed Motion

That the May 5, 2026 Governance and Priorities Committee Meeting Minutes be adopted, as presented.

Sponsors: McNab

Attachments: [1. May 5, 2026-Unadopted-Governance and Priorities Committee Meeting Minu](#)

5. DELEGATIONS

5.1 [App 26-039](#) 9:05 a.m. - Public Input

Sponsors: Shaigec

5.2 [App 26-046](#) 11:00 a.m. Appointment - CanWest Solar Presentation

Proposed Motion:

That the CanWest Solar Presentation be received for information, as presented.

Sponsors: Swain

Attachments: [1. CanWest Solar Presentation](#)

6. **BUSINESS ARISING**

7. **NEW BUSINESS**

A. **Mayor and Council Member Matters**

B. **Legislative Matters**

C. **Chief Administrative Officer**

D. **Chief Operating Officer**

D.1 [RFD 26-122](#) Boards and Committees Update

Proposed Motion

That the Boards and Committees Update be received for information, as presented.

Sponsors: Dyck

Attachments: [1. Boards and Committees Update - Presentation](#)

[2. Policy C-AD26 - Public Committee Members](#)

E. **Operation Services**

F. **Community & Development Services**

F.1 [RFD 26-118](#) Communications and Customer Service update

Recommendation

That the Communications and Customer Service update be received for information, as presented.

Sponsors: Dyck

Attachments: [1. 2026 Communications and Customer Service Update](#)

F.2 [RFD 26-111](#) Overview of Draft Policy C-458 Development Agreement Security

Proposed Motion

That the Overview of Draft Policy C-458 Development Agreement Security be received for information, as presented.

Sponsors: Chase

Attachments: [1. Administrative Report](#)

[2. Draft C-458 Development Agreement Security Policy](#)

[3. Existing C-PD01 Development Agreement Security Policy](#)

[4. Presentation Policy C-458](#)

8. **COMMUNICATIONS**

9. **CLOSED SESSION**

10. **BUSINESS ARISING FROM CLOSED SESSION**

11. **CLOSE OF MEETING**



Legislation Details (With Text)

File #: RFD 26-123 **Version:** 1 **Name:** Adoption of the May 19, 2026 Governance and Priorities Meeting Agenda

Type: Request For Decision **Status:** Committee Agenda

File created: 5/7/2026 **In control:** Council

On agenda: 5/19/2026 **Final action:**

Title: Adoption of the May 19, 2026 Governance and Priorities Committee Meeting Agenda

Proposed Motion
That the May 19, 2026 Governance and Priorities Committee Meeting Agenda be adopted, as presented.

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Adoption of the May 19, 2026 Governance and Priorities Committee Meeting Agenda

Proposed Motion

That the May 19, 2026 Governance and Priorities Committee Meeting Agenda be adopted, as presented.



Legislation Details (With Text)

File #: MIN 26-021 **Version:** 1 **Name:** Adoption of the May 5, 2026 Governance and Priorities Committee Meeting Minutes

Type: Minutes **Status:** Committee Agenda

File created: 5/4/2026 **In control:** Governance and Priorities Committee

On agenda: 5/19/2026 **Final action:**

Title: Adoption of May 5, 2026 Governance and Priorities Committee Meeting Minutes

Proposed Motion
That the May 5, 2026 Governance and Priorities Committee Meeting Minutes be adopted, as presented.

Indexes:

Code sections:

Attachments: [1. May 5, 2026-Unadopted-Governance and Priorities Committee Meeting Minutes](#)

Date	Ver.	Action By	Action	Result
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Adoption of May 5, 2026 Governance and Priorities Committee Meeting Minutes

Proposed Motion

That the May 5, 2026 Governance and Priorities Committee Meeting Minutes be adopted, as presented.



Meeting Minutes

Governance and Priorities Committee

Mayor Rod Shaigec
Deputy Mayor John McNab
Council Member Sally Kucher Johnson
Council Member Jason Doucette
Council Member Ben Jespersen
Council Member Corey Kyle
Council Member Kristine Olson

Tuesday, May 5, 2026

9:00 AM

Council Chambers

CALL TO ORDER

Chairperson McNab called the meeting to order at 9:00 a.m.

Present: 7 - Mayor Rod Shaigec, Council Member Sally Kucher Johnson, Council Member Jason Doucette, Council Member Ben Jespersen, Council Member Corey Kyle, Council Member Kristine Olson and Council Member John McNab

Administration:

Laura Swain, Chief Administrative Officer
Jeff Dyck, Chief Operating Officer
Trent Tompkins, General Manager, Operations Services
Jeff Chase, General Manager, Community & Development Services
Brandon Sidhu, Director, Community Services (In-part)
Derek MacDonald, Planner II, Planning Coordination, Planning & Development Services (In-part)
Natasha De Sandi, Manager, Planning Coordination, Planning & Development Services (In-part)
Justin Young, Director, Planning & Development Services (In-part)
Brett Hamm, Supervisor, Communications (In-part)
Laura Godin, Senior Advisory, Corporate Strategy, Governance & Engagement (In-part)
Clarence Wong, Director, Strategic Growth (In-part)
Denise Carlson, Manager, Economic Growth, Strategic Growth (In-part)
Kaylee Haynes, Economic Growth Specialist, Strategic Growth (In-part)
David Huynh, Advisor, Economic Growth, Strategic Growth (In-part)
Jessica Harnden, Manager, Subdivision Planning, Planning & Development Services (In-part)
Braden Slemko, Manager, Development Planning & Safety Codes, Planning & Development Services (In-part)
Sarah Nipshank, Social Development Coordinator, Community Services (In-part)
Lois Tyerman, Director, Governance and Engagement (In-part)
Odessa Bartel, Manager, Legislative & Legal Services
Deb Crowder, Legislative Officer, Legislative & Legal Services (Recording)

Secretary)

CELEBRATING SUCCESS

Laura Swain celebrated Lois Tyerman and Odessa Bartel for achieving the Certified Local Government Manager Designation.

Jeff Dyck celebrated Ryan McMeckan for achieving the Municipal Assessors of Alberta Accreditation.

ADOPTION OF AGENDA

A motion was made by Committee Member Jespersen that the May 5, 2026 Governance and Priorities Committee meeting agenda be adopted, as presented.

The motion carried unanimously.

ADOPTION OF MINUTES

[MIN 26-018](#)

Adoption of April 21, 2026 Governance and Priorities Committee Meeting Minutes

Proposed Motion

That the April 21, 2026 Governance and Priorities Committee Meeting Minutes be adopted, as presented.

A motion was made by Committee Member Kyle that the April 21, 2026 Governance and Priorities Committee Meeting Minutes be adopted, as presented.

Committee Member Olson advised that the April 21, 2026 Governance and Priorities Committee meeting minutes requires one correction under Mayor and Council Member Matters, NM 26-008, Notice of Motion, making an edit to the word "Fesability" to now read "Feasibility".

Committee Member Kyle amended his original motion and moved that the April 21, 2026 Governance and Priorities Committee Meeting Minutes be adopted, as amended.

The motion carried unanimously.

DELEGATIONS

[App 26-030](#)

9:05 a.m. Public Input

Chairperson McNab asked the gallery if there were any members of the public in attendance who wished to bring any matters to the attention of Parkland County.

No one came forward.

NEW BUSINESS

Community & Development Services

[RFD 26-101](#) Community Services Department Update

Proposed Motion

That the Community Services update be received for information, as presented.

Brandon Sidhu presented the Community Services Update.

A motion was made by Committee Member Olson that the Community Services Update be received for information, as presented.

The motion carried unanimously.

[RFD 26-106](#) Wave One Development Area Policies (DAP) and Area Structure Plans (ASP) Public Engagement Plan

Proposed Motion

That the Wave One Development Area Policies and Area Structure Plans Public Engagement Plan be received for information, as presented.

Derek MacDonald, Natasha De Sandi, and Justin Young presented the Wave One Development Area Policies and Area Structure Plans Public Engagement Plan.

A motion was made by Committee Member Kucher Johnson that the Wave One Development Area Policies and Area Structure Plans Public Engagement Plan be received for information, as presented.

The motion carried unanimously.

COMMUNICATIONS

[COM 26-012](#) Mayor's Report

Proposed Motion

That the Mayor's Report be received for information, as presented.

A motion was made by Committee Member Mayor Shaigec that the Mayor's Report be received for information, as follows:

**April 30, 2026 - County Chat in Tomahawk - very successful and well received
May 1, 2026 - Community Association Volunteer of the Year Gala at Wabamun
May 4, 2026 - West Interlake District Water Commission General Meeting and AGM - highlighted the current surplus of funds despite water sales being down, line breaks continue to be an issue, and new technology that can assess the condition of pipes that doesn't require the system to be shut down.**

The motion carried unanimously.

[COM 26-013](#)

Committee Reports

Proposed Motion

That the Committee Reports be received for information, as presented.

A motion was made by Committee Member Doucette that the Committee Reports be received for information, as follows:

1. Councillor Kucher Johnson

1. April 20 - Airport Board appointment
2. April 22 - Tri Council meeting building relationships
3. April 23 - Governance refresher with the former Mayor George Cuff
4. April 30 - River Valley Alliance AGM meeting

2. Councillor Olson

1. Enjoyed a wintry Easter weekend
2. Meeting with MLA Turton - discussed ways that we could align on local issues
3. YRL Executive Meeting discussions primarily surrounded around a long overdue levy increase
4. Attended the 52nd WPG AGM at Blueberry Hall. Was well attended.
5. Attended the Wabamun Seniors Lunch and AGM
6. Attended the Tri Region Prayer Breakfast
7. Had a Municipal briefing from Edmonton Regional Airport Appointers Board
8. Tri Council Meeting-was a positive meeting with great ideas shared on opportunities for collaboration
9. Full day Governance refresher with George Cuff
10. Attended the Volunteer of the Year event at Jubilee Hall in Wabamun - very well attended and awards were presented to some very deserving volunteers. Congratulations to all.
11. Attended the Committee on Keephills Environment (COKE) AGM, Thank you for having me and some very interesting information was shared.
12. Attended the Community Planning Association of Alberta (CPAA) Conference in Red Deer
13. Had a few individual meetings with county residents over the month.

3. Councillor Kyle

1. Meeting with residents in regard to subdivision concerns. Attended with administration.
2. Meeting with Minister Turton, topics of working together with the Province.
3. Parkland County Fire Services Grad and Awards night
4. Tri-council meeting with Spruce Grove and Stony Plain
5. Tri Leisure Centre Board meeting
6. Tri Leisure Centre Strategic Planning session
7. Governance refresher
8. Meeting with Councilor Olson and residents of Wabamun with concerns in the community.
9. Edmonton Regional Airport Appointers Board meeting.

4. Councillor Jespersen

1. April 8 – Public Committee Interviews
2. April 8 – Fire Services Recruit Grad
3. April 10 – Agricultural Services Board (ASB) Meeting
4. April 13-15 – Alberta Seniors & Community Housing Association (ASCHA) Conference
5. April 20 – Tri-Region Prayer Breakfast
6. April 20 – Lunch w/ Edmonton Regional Airport Appointers Board
7. April 22 – Tour: Jobs, Economy, Trade and Immigration (Acheson)
8. April 22 – Tri-Council Meeting
9. April 23 – Governance Refresher w/ George Cuff
10. April 27-29 – Community Planning Association of Alberta (CPAA) Conference
11. April 30 – Meridian Housing Foundation Board Meeting
12. April 30 – Community Conversations Initiative - County chat in Tomahawk

5. Councillor Doucette

1. April 7, 2026 - Governance and Priorities Committee Meeting
2. April 7, 2026 - Area Structure Plan Acheson (Nova Inn)
3. April 8, 2026 - Interviews Committee Members/ Meeting Joe M.
4. April 8, 2026 - Fire Services Graduation
5. April 9, 2026 - Big Lakes Information Session (Parkland Village)
6. April 14, 2026 - Council Meeting
7. April 14, 2026 - Area Structure Plan Acheson (Parkland Village)
8. April 15, 2026 - Acheson Business Association Breakfast
9. April 20, 2026 - Edmonton Regional Airport Appointers Board Meeting, Meet with Jeff Chase
10. April 20, 2026 - Volunteer Appreciation Week (Woodbend)
11. April 21, 2026 - Governance and Priorities Committee Meeting
12. April 21, 2026 - Volunteer Appreciation Week (Manly Hall)
13. April 22, 2026 - Acheson Tour with Assistant Minister
14. April 22, 2026 - Tri-Council Meeting (Links Golf Course-Spruce Grove)
15. April 23, 2026 - Training (George Cuff)
16. April 24, 2026 - Volunteer Appreciation Week (Jubilee Hall)
17. April 27-29, 2026 - APPA Conference
18. April 29, 2026 - Arrow Utilities
19. April 29, 2026 - Solar Farm Resident Meeting (Villeneuve)
20. April 30, 2026 - Tim Hortons (Westwind) - Smile Cookie Day
21. April 30, 2026 - Office Meeting (Laura, Resident)

6. Councillor McNab

1. Thanked Council Members for their reports and recognized the diversity that Parkland County has to offer.
2. Attended a lot of the same opportunities previously mentioned with Council.
3. Highlighted the success of the County Chat in Tomahawk, and appreciated the effort put in by Parkland County staff to make the event successful.

The motion carried unanimously.

RECESS

The Chair recessed the meeting at 10:02 a.m., and reconvened the meeting at 10:09 a.m.

DELEGATIONS

[App 26-038](#)

10:00 a.m. - Appointment - Family and Community Support Services (FCSS) 2025 Year in Review

Sarah Nipshank, FCSS Coordinator, Parkland County

Scott Rodda, Director Community Social Development for the City of Spruce Grove

Emily Neilson, Manager of FCSS for the City of Spruce Grove

Sierra Goddard, FCSS Supervisor, Yellowhead County

Deanna Butz, GM Community Development Coordinator for the Town of Stony Plain

Jennifer Flynn, Town of Drayton Valley

Proposed Motion

That the Family Community Support Services 2025 Year in Review presentation be received for information, as presented.

Sarah Nipshank, Emily Neilson, Manager of FCSS, City of Spruce Grove, Sierra Goddard, FCSS Supervisor, Yellowhead County, Deanna Butz, Community Development Officer, Town of Stony Plain, and Jennifer Flynn, Program Manager FCSS, Town of Drayton Valley, presented the Family Community Support Services (FCSS) 2025 Year in Review presentation.

A motion was made by Committee Member Jespersen that the Family Community Support Services 2025 Year in Review presentation be received for information, as presented.

The motion carried unanimously.

RECESS

The Chair recessed the meeting at 10:59 a.m., and reconvened the meeting at 11:06 a.m.

DELEGATIONS

[App 26-036](#)

11:00 a.m. Appointment - Jackfish Lake Big Island Recreation Society

Keith Tilley, President

Casey Hutchinson, Vice President

Proposed Motion

That the Jackfish Lake Big Island Recreation Society update be received for information, as presented.

Keith Tilley, President, and Casey Hutchinson, Vice President, presented the

Jackfish Lake Big Island Recreation Society Update.

A motion was made by Committee Member Kyle that the Jackfish Lake Big Island Recreation Society update be received for information, as presented.

The motion carried unanimously.

[App 26-037](#)

11:30 a.m. Appointment - Skydancer Indigenous Cultural Society's Community Work

Dianne Meili, Skydancer Indigenous Cultural Society President

Terri Crooks, Skydancer Indigenous Cultural Society Board Member

Jaime Monds, Skydancer Indigenous Cultural Society Administrator

Proposed Motion

That the Skydancer Indigenous Cultural Society's Community Work presentation be received for information, as presented.

Dianne Meili, President, Terri Crooks, Board Member, Jaime Monds, Administrator, Candace Klein, Treasurer, presented the Skydancer Indigenous Cultural Society's Community Work presentation.

A motion was made by Committee Member Olson that the Skydancer Indigenous Cultural Society's Community Work presentation be received for information, as presented.

The motion carried unanimously.

RECESS

The Chair recessed the meeting at 11:51 a.m., and reconvened the meeting at 12:32 p.m.

NEW BUSINESS

Community & Development Services

[RFD 26-112](#)

Planning and Development Update

Proposed Motion

That the Planning and Development Update presentation be received for information, as presented.

Justin Young, Natasha De Sandi, Jessica Harnden, and Braden Slemko presented the Planning and Development Update.

A motion was made by Committee Member Kucher Johnson that the Planning and Development Update be received for information, as presented.

The motion carried unanimously.

CLOSED SESSION

[RFD 26-094](#)

Closed Session

Proposed Motion

That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 29 of the Access to Information Act.

A motion was made by Committee Member Jespersen that the Committee convene in closed session at 12:53 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 29 of the Access to Information Act.

The motion carried unanimously.

[PRE 26-036](#)

CLOSED SESSION - Planning & Development Update
ATIA Section 29 - Advice from officials

The Planning & Development Update was presented.

[RFD 26-095](#)

Regular Session

Proposed Motion

That Council revert to the regular meeting session.

A motion was made by Committee Member Kyle that the Committee revert to regular meeting session at 1:46 p.m.

The motion carried unanimously.

DELEGATIONS

[App 26-034](#)

1:30 p.m. Appointment - Engagement Program Review
Benjamin Proulx, President, Catalyst

Proposed Motion

That the Engagement Program Review key findings and recommendations be received for information by Council, as presented.

Laura Godin, Brett Hamm, Benjamin Proulx, President, Catalyst, and Lindsay Chambers, Communications Lead, Catalyst, presented the Engagement Program Review key findings and recommendations.

A motion was made by Committee Member Mayor Shaigec that the Engagement Program Review key findings and recommendations be received for information, as presented.

The motion carried unanimously.

NEW BUSINESS

Chief Operating Officer

[RFD 26-113](#)

Economic Growth Update

Proposed Motion

That the Committee receive the Economic Growth Update for information.

Clarence Wong, Denise Carlson, Kaylee Haynes, and David Huynh presented the Economic Growth Council Update.

Committee Member Kyle left the meeting at 2:33 p.m.

Committee Member Kucher Johnson left the meeting at 2:35 p.m.

Present: 5 - Mayor Rod Shaigec, Council Member Jason Doucette, Council Member Ben Jespersen, Council Member Kristine Olson and Council Member John McNab

Absent: 2 - Council Member Sally Kucher Johnson and Council Member Corey Kyle

[RFD 26-113](#)

Economic Growth Update

Proposed Motion

That the Committee receive the Economic Growth Update for information.

A motion was made by Committee Member Jespersen that the Economic Growth Council Update be received for information, as presented.

The motion carried.

For: 5 - Mayor Shaigec, Council Member Doucette, Council Member Jespersen, Council Member Olson and Council Member McNab

Committee Member Kucher Johnson returned to the meeting at 2:36 p.m.

Present: 6 - Mayor Rod Shaigec, Council Member Sally Kucher Johnson, Council Member Jason Doucette, Council Member Ben Jespersen, Council Member Kristine Olson and Council Member John McNab

Absent: 1 - Council Member Corey Kyle

CLOSED SESSION

[RFD 26-092](#)

Closed Session

Proposed Motion

That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 19 and 29 of the Access to Information Act.

A motion was made by Committee Member Kucher Johnson that the Committee convene in closed session at 2:36 p.m. pursuant to Section 197 of

the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 19 and 29 of the Access to Information Act.

The motion carried.

For: 6 - Mayor Shaigec, Council Member Kucher Johnson, Council Member Doucette, Council Member Jespersen, Council Member Olson and Council Member McNab

RECESS

The Chair recessed the meeting at 2:36 p.m., and reconvened the meeting at 2:42 p.m.

Committee Member Kyle returned to the meeting at 2:42 p.m.

Present: 5 - Mayor Rod Shaigec, Council Member Sally Kucher Johnson, Council Member Ben Jespersen, Council Member Corey Kyle and Council Member John McNab

Absent: 2 - Council Member Jason Doucette and Council Member Kristine Olson

CLOSED SESSION

[PRE 26-033](#)

CLOSED SESSION - Economic Growth Update
ATIA Section 19 - Disclosure harmful to business interests of a third party
ATIA Section 29 - Advice from officials

Committee Member Olson returned to the meeting at 2:43 p.m.

Committee Member Doucette returned to the meeting at 2:44 p.m.

Present: 7 - Mayor Rod Shaigec, Council Member Sally Kucher Johnson, Council Member Jason Doucette, Council Member Ben Jespersen, Council Member Corey Kyle, Council Member Kristine Olson and Council Member John McNab

[PRE 26-033](#)

CLOSED SESSION - Economic Growth Update
ATIA Section 19 - Disclosure harmful to business interests of a third party
ATIA Section 29 - Advice from officials

The Economic Growth Update was presented.

[RFD 26-125](#)

Regular Session

Proposed Motion

That Council revert to the regular meeting session.

A motion was made by Committee Member Jespersen that the Committee revert to regular meeting session at 3:22 p.m.

The motion carried unanimously.

CLOSED SESSION

[RFD 26-115](#)

Closed Session

Proposed Motion

That Council convene in closed session pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Section 20 of the Access to Information Act.

A motion was made by Committee Member Kyle that the Committee convene in closed session at 3:23 p.m. pursuant to Section 197 of the Municipal Government Act to meet in private to discuss matters protected from disclosure by Sections 20 of the Access to Information Act.

The motion carried unanimously.

[PRE 26-037](#)

CLOSED SESSION - 2:30 p.m. Appointment - Personnel Matter
ATIA Section 20 - Disclosure Harmful to Personal Privacy

The 2:30 Appointment - Personnel Matter was presented.

[RFD 26-116](#)

Regular Session

Proposed Motion

That Council revert to the regular meeting session.

A motion was made by Committee Member Olson that the Committee revert to regular meeting session at 4:24 p.m.

The motion carried unanimously.

NEXT MEETING

The next Governance and Priorities Committee meeting is scheduled for May 19, 2026 at 9:00 a.m.

CLOSE OF MEETING

Chairperson McNab closed the meeting at 4:25 p.m.

Committee Chair

Recording Secretary



Legislation Details (With Text)

File #: App 26-039 **Version:** 1 **Name:** 9:05 a.m. - Public Input
Type: Appointment **Status:** Committee Agenda
File created: 4/27/2026 **In control:** Council
On agenda: 5/19/2026 **Final action:**
Title: 9:05 a.m. - Public Input

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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9:05 a.m. - Public Input



Legislation Details (With Text)

File #: App 26-046 **Version:** 1 **Name:** 11:00 a.m. Appointment - CanWest Solar Presentation
Type: Appointment **Status:** Committee Agenda
File created: 5/6/2026 **In control:** Council
On agenda: 5/19/2026 **Final action:**
Title: 11:00 a.m. Appointment - CanWest Solar Presentation

Proposed Motion:
That the CanWest Solar Presentation be received for information, as presented.

Indexes:

Code sections:

Attachments: [1. CanWest Solar Presentation](#)

Date	Ver.	Action By	Action	Result
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11:00 a.m. Appointment - CanWest Solar Presentation

Proposed Motion:

That the CanWest Solar Presentation be received for information, as presented.

Administration Recommendation

Administration supports the proposed motion.

Purpose

To provide Council with an update on the CanWest Solar Project.

Strategic Plan/Policy/Legal/Staff Implications:

Complete Communities - We recognize the diversity of Parkland County's communities, while fostering a unified and shared vision for Parkland as a whole.

Financial Impact:

Cost: 0

Source of Funding: n/a

Other:

Parkland County

Starlight / Canwest Solar Projects Presentation



STARLIGHT
A NextEnergy Group Company



May 19, 2026

Overview: Starlight & NextEnergy Group



NextEnergy Group

- The **NextEnergy Group** (“the Group”), founded in 2007, is a global leader in the renewables space, with a strong focus on solar PV technology
- As of today, the Group is present across **4 continents** and harnesses the expertise of a team of **over 300 professionals**⁽¹⁾, integrating in-house technical, legal, and financial expertise
- The Group is active across the whole RES value chain and is articulated around **3 main business verticals: Project Development, Investment Management, and Asset Management**



PROJECT DEVELOPMENT

- Project development across **5 geographies**
- **Over 100** utility-scale projects developed internationally
- Current development pipeline of **~7.3 GW**
- **~50** team members



INVESTMENT MANAGEMENT

- **5** institutional funds launched
- **~\$4.4bn** AUM and over **530** solar assets acquired
- **Over 4GW** portfolio across UK, Italy, US, Portugal, Chile, Spain, Poland, Greece and India
- **~150** team members



ASSET MANAGEMENT

- Over **3.5GW** and **1,600** assets under management
- Services across the asset life-cycle, development, construction and operations
- Proprietary hard and software systems
- **~180** team members

- In addition, the Group supports innovation and promotes welfare through the start-up incubator **NextSTEP** and the **NextEnergy Foundation**.

Starlight

- Starlight is a **renowned international developer** active in the planning and development of integrated renewable energy solutions
- Established in **2021**, Starlight is the development arm of NextEnergy Group, with an explicit focus on early-stage projects. It leverages the Group's over 15 years of experience in the global renewable development business
- Starlight has a significant global footprint, with a substantial **gross development pipeline of ~7.3 GW** currently under development across multiple jurisdictions and technologies (eg: Solar PV, Battery Storage, Wind On and Offshore, and Green Hydrogen)
 - To date, Starlight has an outstanding track record of **~1GW authorized across several jurisdictions**
- To successfully manage such an extensive pipeline, Starlight relies on a team of over 50 professionals, ensuring end-to-end control over all project phases - from site selection to technology deployment - as well as managing relationships with regulatory bodies, contractors, and grid operators
 - When expanding its footprint into new high-value geographies, Starlight collaborates with top-tier local developers and advisors, ensuring a deep understanding of local market dynamics while ensuring the application of best practices and the adherence to the industry's most rigorous standards

Overview: Starlight & NextEnergy Group



Starlight's Global Presence



 2,172 MW

 1,131 MW

 2,921 MW

 647 MW

 387 MW



Starlight & CanWest Solar - Starlight's Canadian Co-Developer



- **Starlight follows an integrated development model**, maintaining **control over all stages of the process**, from land scouting and project design to securing the necessary permits to achieve RtB status. These **activities are managed and overseen in-house** by dedicated teams of engineers, financial analysts, and legal experts.
- As part of its **development strategy** in Canada, **Starlight collaborates with CanWest Solar**, a local developer specializing in utility-scale solar PV projects. Acting as a **co-developer**, CanWest Solar supports the process by working with landowners, local communities, investors, and other stakeholders across Alberta to identify, develop, and build solar farms. Its expertise helps **optimize project value and streamline the permitting process while aligning with Starlight's development framework**

Starlight's In-house Expertise

Business & Project Development:

- Scouting & Sites Selection
- Assessment of the Sites
- Identification of Specific Constraints
- Grid Connection Solution Request
- Permitting Doc Preparation
- Authorising Entities Relationship

Legal

- Land Agreement Drafting
- Permitting Process Oversight

Financial Analysis & Management Control

- Project Valuation
- Feasibility Analysis
- Land Agreements Negotiation

Technical & Engineering

- Yield Assessment
- Grid Connection Solution Analysis
- Detailed Project Design



Starlight's Partners in Canada



Top-tier Canadian law firm supporting in due diligence, permitting matters and special situations



Leading Canadian law firm assisting in real estate due diligence and AUC permitting



Consulting firm providing stakeholder engagement and advisory expertise



Consulting firm specializing in engineering, design and environmental services. Has a RES dedicated team in Alberta



Global consulting partner specializing in asset planning, delivery, and transformation



Top-tier global technical advisor assisting in due diligence, site selection and the review of technical documents



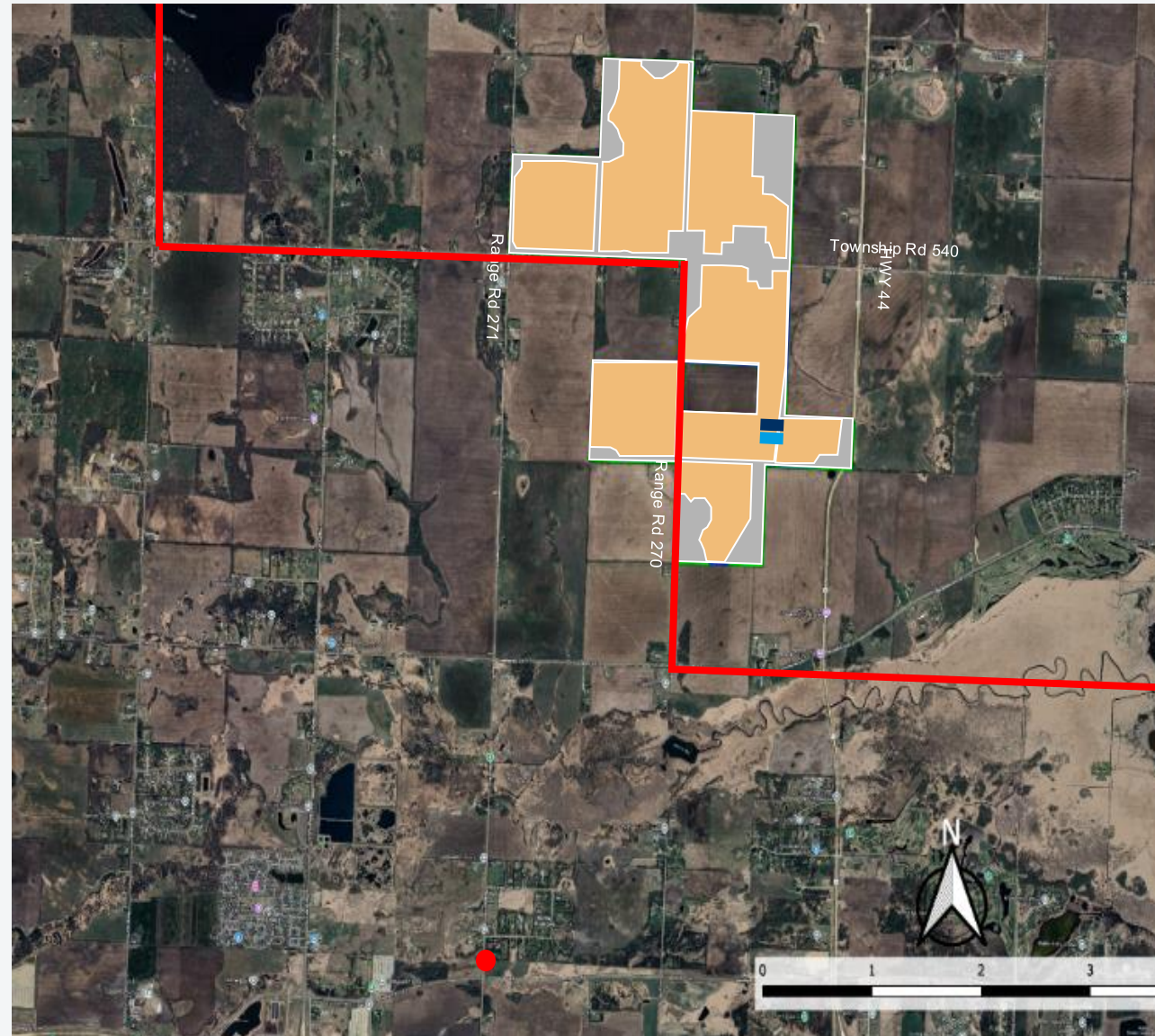
Team professionals dedicated to solving global energy, infrastructure and environmental challenges



Engineering consulting firm specializing in power & renewables, metals & mining and chemical processes

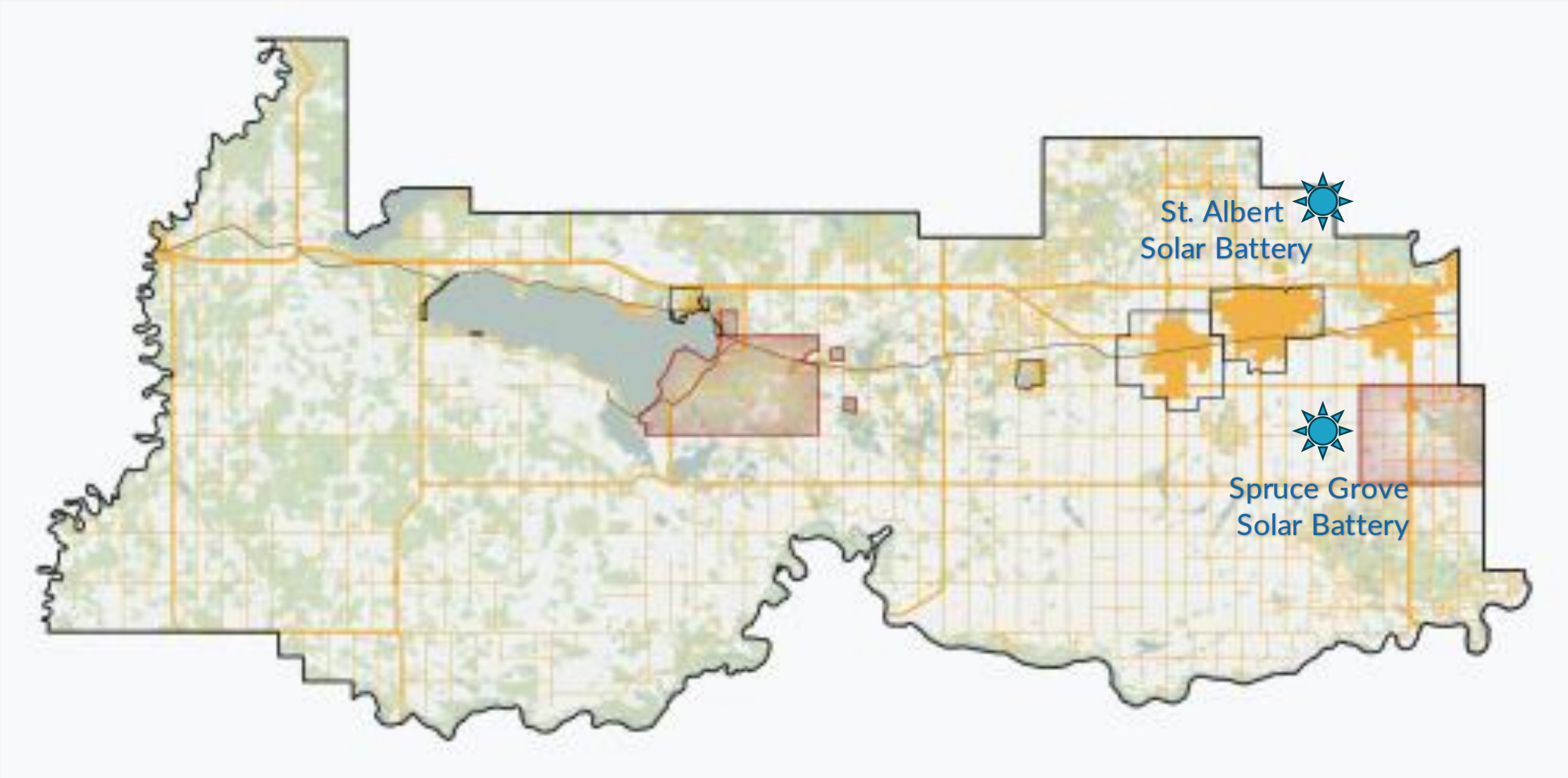


St. Albert Solar Battery Project

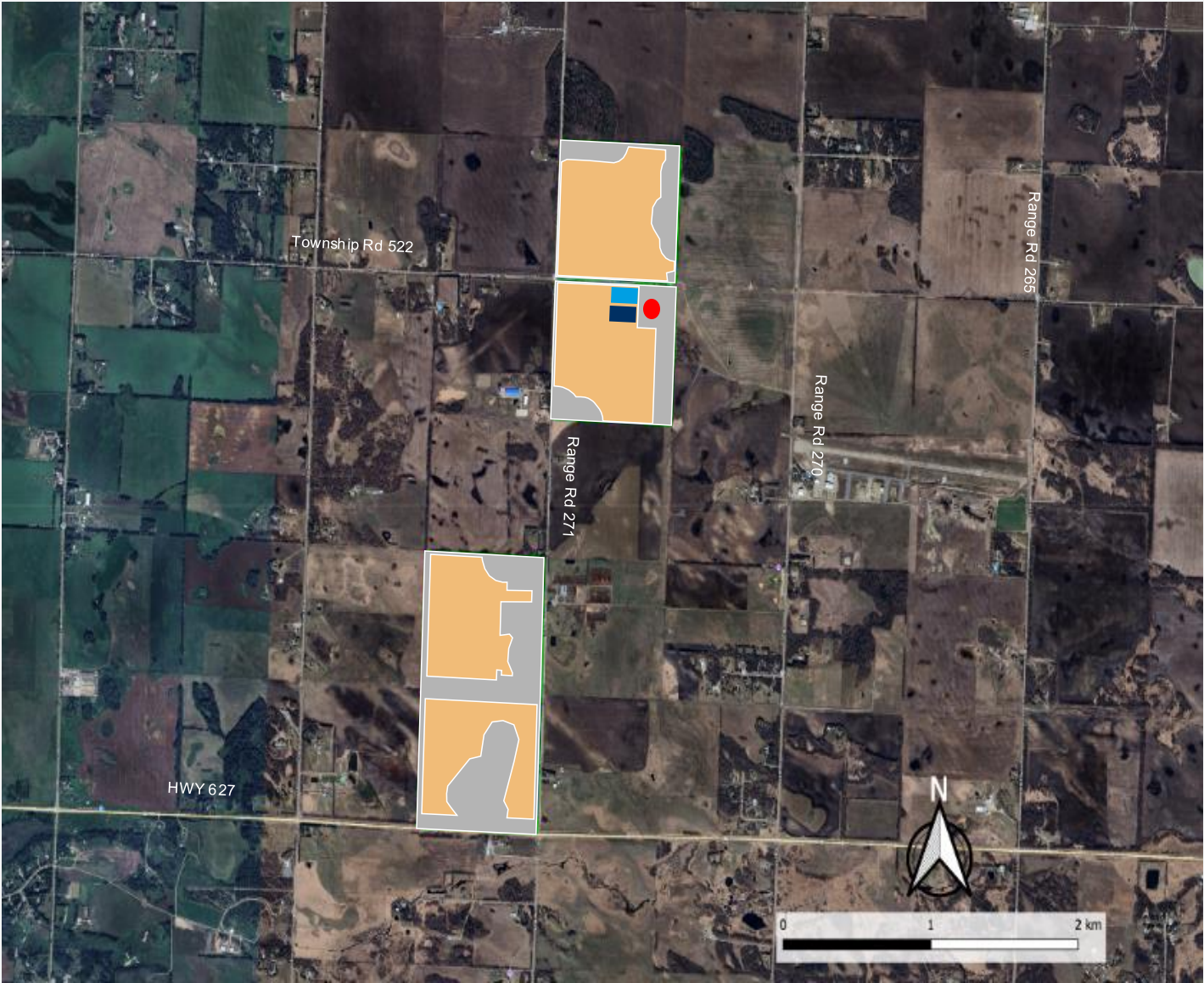


** Indicative layout only. Subject to change*

Parkland County Project Portfolio Overview



Spruce Grove Solar Battery Project



** Indicative layout only. Subject to change*



Project Details

Item	Spruce Grove	St. Albert
Solar Peak Capacity	101 MWp	250 MWp (36.8 MWp in Parkland)
Estimated number of solar panels	151,000	373,000 (55,000 in Parkland)
Solar Panel Type	670W bi-facial	670W bi-facial
Racking Type	Single axis tracker	Single axis tracker
Energy Storage	100MW - 4 hr.	200MW - 4 hr. (not in Parkland)
Electrical connection voltage	138 kV	240 kV
Electrical connection line	< 200 metres	~6.5 km
Electrical connection location	Altalink Harry Smith Substation	Altalink 905L



Estimated Milestone Schedule*

Milestone Event	Spruce Grove	St. Albert
Public Open House	Q1 2027	H1 2028
AUC Application	Q2 2027	H2 2028
Municipal Development Permit	TBD	TBD
AUC Decision	Q1 2028	2029
Interconnection Permit and Licence	Q1 2028	2029
Site Prep and Equipment Procurement	2028	2029
Construction and Installation	2029	2030
Commercial Operations Start	2030	2031
Estimated Project Life	35 years	35 years

** Indicative schedule only. Subject to change*



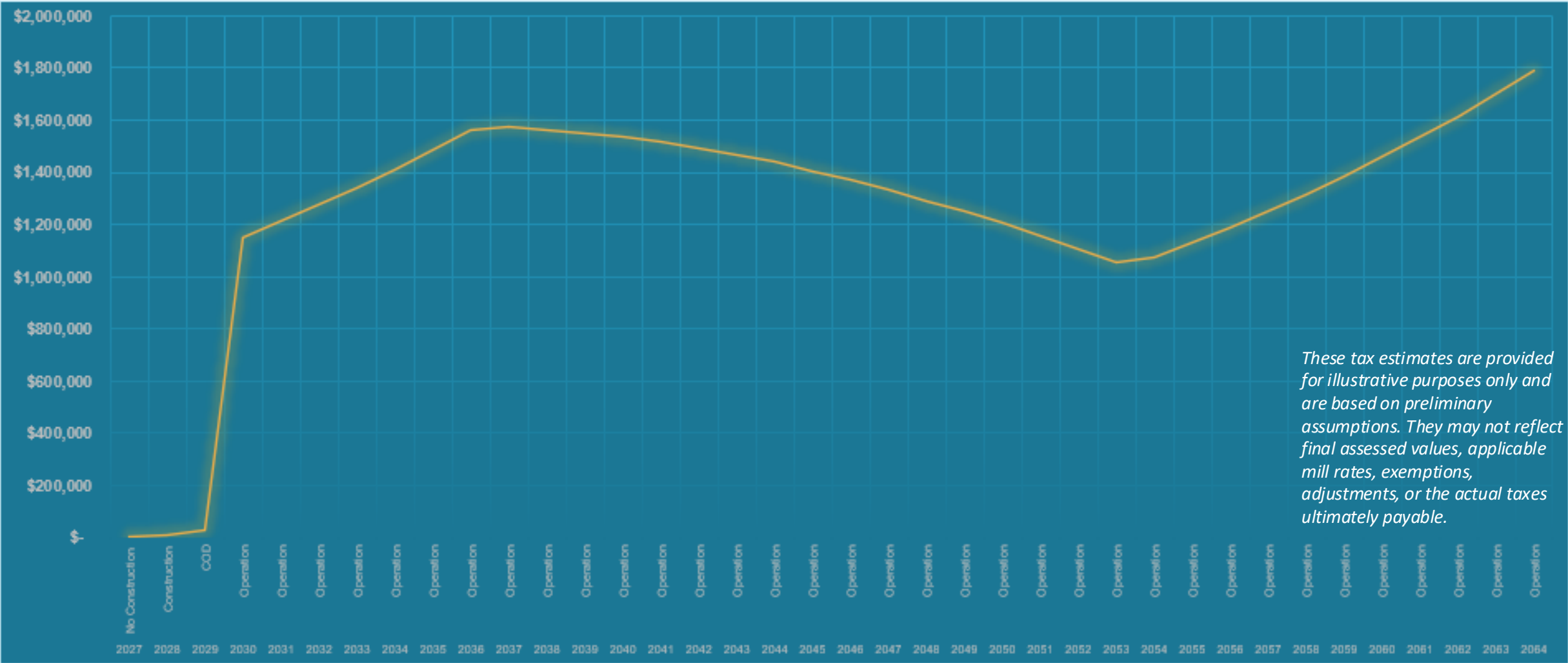
Total Estimated Property Tax*

Spruce Grove North Solar Battery	
Municipality:	Parkland County
Location:	Spruce Grove
Begin construction:	2028
Planned completion:	2029
First year of operations:	2030
Total Tax in 35 Years (After COD):	\$ 48,237,057
Average Annual Tax over 35 years	\$ 1,377,058

St. Albert Solar Battery	
Municipality:	Parkland County
Location:	St. Albert
Begin construction:	2029
Planned completion:	2030
First year of operations:	2031
Total Tax in 35 Years (After COD):	\$ 14,895,118
Average Annual Tax over 35 years	\$ 425,398

** Tax estimates are provided for illustrative purposes only and are based on preliminary assumptions. They may not reflect final assessed values, applicable mill rates, exemptions, adjustments, or the actual taxes ultimately payable.*

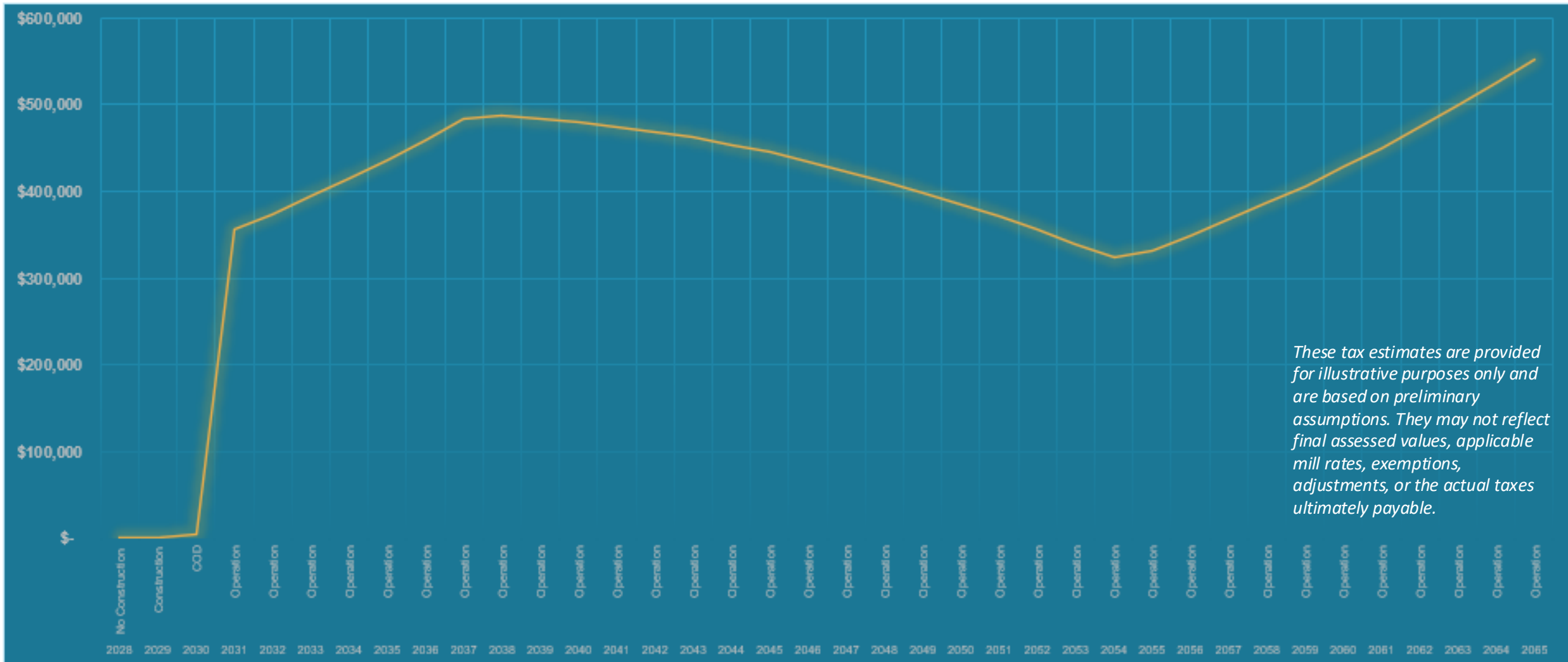
Estimated Property Taxes* – Spruce Grove Solar



These tax estimates are provided for illustrative purposes only and are based on preliminary assumptions. They may not reflect final assessed values, applicable mill rates, exemptions, adjustments, or the actual taxes ultimately payable.



Estimated Property Taxes* – St. Albert Solar (in Parkland County)



These tax estimates are provided for illustrative purposes only and are based on preliminary assumptions. They may not reflect final assessed values, applicable mill rates, exemptions, adjustments, or the actual taxes ultimately payable.

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if given or made, such information or statement must not be relied as having been authorized*



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Legislation Details (With Text)

File #: RFD 26-122 **Version:** 1 **Name:** Boards and Committees Update
Type: Request For Decision **Status:** Committee Agenda
File created: 5/6/2026 **In control:** Governance and Priorities Committee
On agenda: 5/19/2026 **Final action:**

Title: Boards and Committees Update
 Proposed Motion
 That the Boards and Committees Update be received for information, as presented.

Indexes:

Code sections:

- Attachments:** [1. Boards and Committees Update - Presentation](#)
[2. Policy C-AD26 - Public Committee Members](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Boards and Committees Update

Proposed Motion

That the Boards and Committees Update be received for information, as presented.

Administration Recommendation

Supports the proposed motion that the Boards and Committees Update be received for information, as presented.

Purpose

To provide Council with an overview of the County's stewardship approach that is supported by the Boards and Committees Framework which establishes a consistent annual cycle and standardized processes for recruitment, selection, appointment, onboarding and orientation, workplan development and maintenance, publishing agendas and minutes, and structured reporting to Council.

Summary

Good stewardship ensures Parkland County's boards and committees deliver consistent value, operate fairly, and reduce governance risk. The Boards and Committees Framework establishes a predictable annual cycle with clear processes for recruitment, appointment and orientation, work planning, meeting administration, and structured reporting to Council. Council Policy C-AD26 reinforces public trust by requiring consistent and fair selection, appointment, remuneration and recognition of public members, and by setting expectations for confidentiality, conflicts of interest and attendance. Together, Council provides governance stewardship through direction, approvals and appointments, while Administration provides administrative stewardship by implementing the framework and policy, coordinating agendas and records, tracking action items and workplan progress, and ensuring Council receives consistent updates.

The Parkland County Boards and Committees Framework modernizes the program by creating a standard, County-wide way for boards and committees to be recruited, supported, scheduled, and reported back to Council. This will improve clarity, continuity, and effectiveness across diverse mandates. It keeps committees purposeful and aligned with Council direction by introducing annual workplans, a consistent meeting cycle, structured reporting to Council, and coordinated action item tracking so outcomes move forward reliably. The

modernization also embeds annual evaluation to assess Terms of Reference alignment, progress against workplans, quality of outputs, and member participation. This creates a continuous improvement loop, giving Council assurance that committees remain meaningful and deliver value. Public transparency and participation are strengthened through improved recruitment, onboarding, and orientation supports, clearer public-facing information, and consistent posting of meeting materials through established processes. Finally, the framework aligns with Council Policy C-AD26, which sets the fairness standard for selecting and supporting public members, and clarifies expectations for confidentiality, conflicts, attendance, and appointment practices-supporting defensible, consistent governance.

Historical Information:

n/a

Strategic Plan/Policy/Legal/Staff Implications:

Municipal Government Act (MGA) establishes a division between Council's governance role and CAO/Administration's delivery role, supporting an oversight model that preserves role clarity and reduces risk.

Parkland County Council Policy C-AD26 - Public Committee Members, which commits the County to "consistency and fairness" in selecting, appointing, remunerating, recognizing public committee members, and expectations of public members.

Financial Impact:

Cost: n/a

Source of Funding: n/a

Other:

n/a

Boards & Committees





Stewardship of Boards & Committees

- Ensures that boards and committees are producing value for Council
- Promote accountability, transparency, and public trust
- Clear structure and oversight reduce governance risk



Board & Committee Framework Modernization

Framework Modernization Goals

The framework standardizes board and committee operations to improve clarity, accountability, and continuity.

Aligned Purpose

Ensure that boards and committees are aligned with Council's strategic direction to ensure purposeful and coordinated work.

Transparent Participation & Reporting

Clear recruitment, onboarding, and reporting processes enhance transparency for members and the public.

Governance and Administration Balance

Legislative & Legal Services manages board and committee workflows while Directors provide expertise, improving efficiency and decision-making.



Standardized Board & Committee Lifecycle

Lifecycle Initiation

Work begins with identifying concepts or initiatives from approved workplans or emerging items.

Discovery and Clarification

Scope, timing, roles, and stakeholders are defined to distinguish clear direction.

Administrative Preparation

Agenda planning, material development, scheduling, and coordination ensure timely and complete information are provided to boards and committees.

Meeting Execution and Follow-up

Meetings are held with clear next steps and action item identification.

Maintenance and Continuation

Lifecycle concludes with workplan updates, forward planning, and completion of assigned actions for ongoing efficiency.



Questions?





Public Committee Members

PREPARED BY:	Legislative Services	COUNCIL APPROVAL DATE:	April 23, 2019
EFFECTIVE DATE:	April 23, 2019		
REFERENCES:	Procedures C-AD26-P1 Elected Official Remuneration Policy C-AD22 Council Expenses Policy C-AD24	PREVIOUS REVISION DATE:	June 23, 2015
FUNCTION:	Personnel	LS REVIEW DATE:	March 26, 2019

PURPOSE

The purpose of this policy is to provide for the selection, appointment, remuneration, and recognition of public members who serve on various committees and boards that Parkland County choose to have public input and participation.

POLICY STATEMENT

Parkland County shall provide consistency and fairness in the selection, appointment, remuneration, and recognition of public committee members.

DEFINITIONS

1. "Internal committees" means committees formed by Parkland County.
2. "External committees" means committees formed by outside agencies to which Parkland County may appoint representation.
3. "Ad hoc committees" means temporary internal or external committees that are terminated upon completion of specific goals.
4. "Selection committee" means an interview panel, established as per Section 3 of this policy, for the purpose of selecting appropriate candidates and making recommendations to Council for their appointment.
5. "Terms of Reference" means the approved terms of a particular committee or board that include, but not limited to: purpose, legislative authority, reporting, membership, term of office, chairmanship, meeting schedule, and administrative responsibility.

SCOPE

This policy applies to Council and all public committee members.

RESPONSIBILITIES

Legislative Services is responsible for the development, implementation, monitoring and evaluating of this policy.

STANDARDS

1. All public committee members, whether they serve on internal and external committees (including ad hoc committees), must be appointed by Council.
2. Each eligible applicant, or a short list of eligible applicants (if deemed to be appropriate by the Mayor), shall be interviewed by a Selection Committee.
3. A Selection Committee must consist of a minimum of two, and no more than three, Council Members including the Mayor or Deputy Mayor, unless otherwise agreed to by the Mayor.
4. The Selection Committee shall, by majority vote, select the candidate(s) and recommend them to Council for final approval and appointment to the board or committee for specific terms in accordance with the Terms of Reference for each committee or board. If there is a tie vote, the Mayor shall make the final decision for recommendation to council.
5. Remuneration
 - a. Appointed public committee members are eligible for remuneration of a 4 hours or less per diem per meeting, if not otherwise compensated by the committee or board.
 - b. Appointed public committee members to quasi-judicial committees or boards, such as the Subdivision and Development Appeal Board are also eligible for a per diem of 4-8 hours if the meeting and travel time exceeds 4 hours. If the meeting and travel time exceeds more than 8 hours the committee member is eligible for the more than 8 hour per diem rate. Per diem rates are provided in Scheduled "A" of Elected Official Remuneration Policy C-AD22.
 - c. All appointed committee members are eligible for an additional 4 hours or less per diem for the time given to review meeting packages that are over 500 pages (the number of pages are determined to be those that are included and distributed with the meeting agenda only, and do not include additional pages of material found from other sources such as linked websites). Only one additional 4 hours or less per diem may be paid for meeting.
 - d. For meetings that are required to commence or extend through meal times, administration may authorize meals to be brought in at the expense of the County. Meal times are determined to be as follows:

Breakfast	7:00 a.m. to 8:00 a.m.
Lunch	12:00 noon to 1:00 p.m.
Supper	5:00 p.m. to 6:00 p.m.
 - e. Appointed public committee members are eligible to claim mileage for their travel to and from meetings and other committee business (authorized by Parkland County), at a rate established by Council Expenses Policy C-AD24.
 - f. In the event that a public committee member has been duly authorized to attend a conference, convention, or training, the public committee member may claim his/her expenses for travel (i.e.,

mileage and parking), accommodations, and meals, at the current rates provided in Council Expenses Policy C-AD24. A 4 hours or less per diem per day shall also be granted.

- g. Remuneration will not be provided to public committee members by Parkland County if the public member receives remuneration from the committee or board to which the member is appointed (such as Municipal Library Board, or the Edmonton Regional Airports Authority).
 - h. Monthly expenses claims are to be submitted to Parkland County administration by the tenth (10th) of the following month. Late monthly expense claims must be submitted no later than two (2) months following the month of incurring such expenses, or it shall be deemed that the Committee member does not wish to make a claim for the given month and has forfeited their entitlement to such. All monthly expense claims are required to be submitted by December 15 in order to allow time for processing before the end of the calendar year.
6. Public committee members are expected to exercise confidentiality and discretion in matters related to their respective appointments, and must sign the Oath and Acknowledgement of Terms of Appointment from (Schedule "A").
 7. Public committee members must advise, in writing, if they are no longer eligible to serve (such as no longer being a Parkland County resident) or cannot complete their appointment term for any reason.
 8. Public committee members must advise, in writing, if they wish to re-apply for an additional term, or they will not be considered for re-appointment.
 9. If unable to attend more than three consecutive meetings without Council's consent, a public committee member is deemed to have resigned from their position.
 10. Council may, at its sole discretion, remove any Council-appointed public member from a committee, by resolution.
 11. Public committee members must submit the required information to Parkland County's Payroll Department to provide for electronic payments.
 12. The Office of the Mayor shall coordinate any events or letters of appreciation that pertain to recognition of public committee members.

“SCHEDULE A”

PARKLAND COUNTY

Oath and Acknowledgement of Terms of Appointment

I, _____, DO SOLEMNLY SWEAR THAT as a member of the _____ Board (Committee), I will diligently, faithfully, and to the best of my ability, perform and carry out my duties as a member of the _____ Board (Committee), and I do hereby acknowledge and agree that my appointment to that committee by the Council of Parkland County was made by Council on the following terms and conditions which I accept and I am in agreement with:

1. My appointment as a member of the _____ Board (Committee), unless otherwise provided, shall be at the pleasure of the Council.
2. I shall not disclose, directly or indirectly, any confidential and personal information that I may have access to in the course of performing my duties as a public committee member for Parkland County, to any persons not entitled to receive it. Without restricting the generality of the foregoing, I further agree not to disclose:
 - Property owner names, mailing or email addresses, and home telephone numbers,
 - Confidential business information that includes trade secrets, commercial and financial information, etc.,
 - Information that is explicitly or implicitly supplied in confidence.
 This obligation of confidence shall continue in perpetuity after the conclusion of my term as a public committee member for Parkland County.
3. At the end of the term of my appointment, or earlier if requested by Council, I shall deliver to Council or Council’s duly authorized representative, all papers, documents, and any other materials which I may at any time acquire or receive as a member of the _____ Board (Committee).
4. I shall not discuss or vote on any matter before the _____ Board (Committee) in which I have a pecuniary interest or any other conflict of interest.
5. I will respect and represent policies and positions of the Council of Parkland County.

IN WITNESS WHEREOF I have hereunto set my hand and seal this _____ day of _____ A.D. 20_____.

SWORN before me at the _____)

of _____)

in the Province of Alberta, this _____ day)

of _____ A.D., 20_____.)

_____)

_____)

_____)

A Justice of Peace, Notary Public or

Commissioner for Oaths



Legislation Details (With Text)

File #: RFD 26-118 **Version:** 1 **Name:** Communications and Customer Service Update
Type: Request For Decision **Status:** Committee Agenda
File created: 5/1/2026 **In control:** Council
On agenda: 5/19/2026 **Final action:**
Title: Communications and Customer Service update

Recommendation
That the Communications and Customer Service update be received for information, as presented.

Indexes:

Code sections:

Attachments: [1. 2026 Communications and Customer Service Update](#)

Date	Ver.	Action By	Action	Result
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Communications and Customer Service update

Recommendation

That the Communications and Customer Service update be received for information, as presented.

Administrative Position

Administration recommends that the Committee accept the update as information.

Purpose

To provide information to the Committee on the work of the Communications and Customer Service department.

Summary

Communications and Customer Service will provide the Committee with updates on current initiatives to improve in-person and online services for residents. The department will also share updates on the County's advertising and marketing campaigns, along with a media update.

Strategic Plan/Policy/Legal/Staff Implications (As Required)

Responsive Services: We continuously improve service delivery to meet the evolving needs of our community.

Financial Impact:

Cost: 0

Source of Funding: N/A

Communications and Customer Service Update





Resident Services



Customer Service Updates

- Online Services rollout
- County Concerns online tool
- Tax Season extended support
- Connecting with the County in Wabamun and Entwistle
- Digital Signage at PCC

Publications



Publications Update:

- Your Parkland print magazine
- E-newsletter



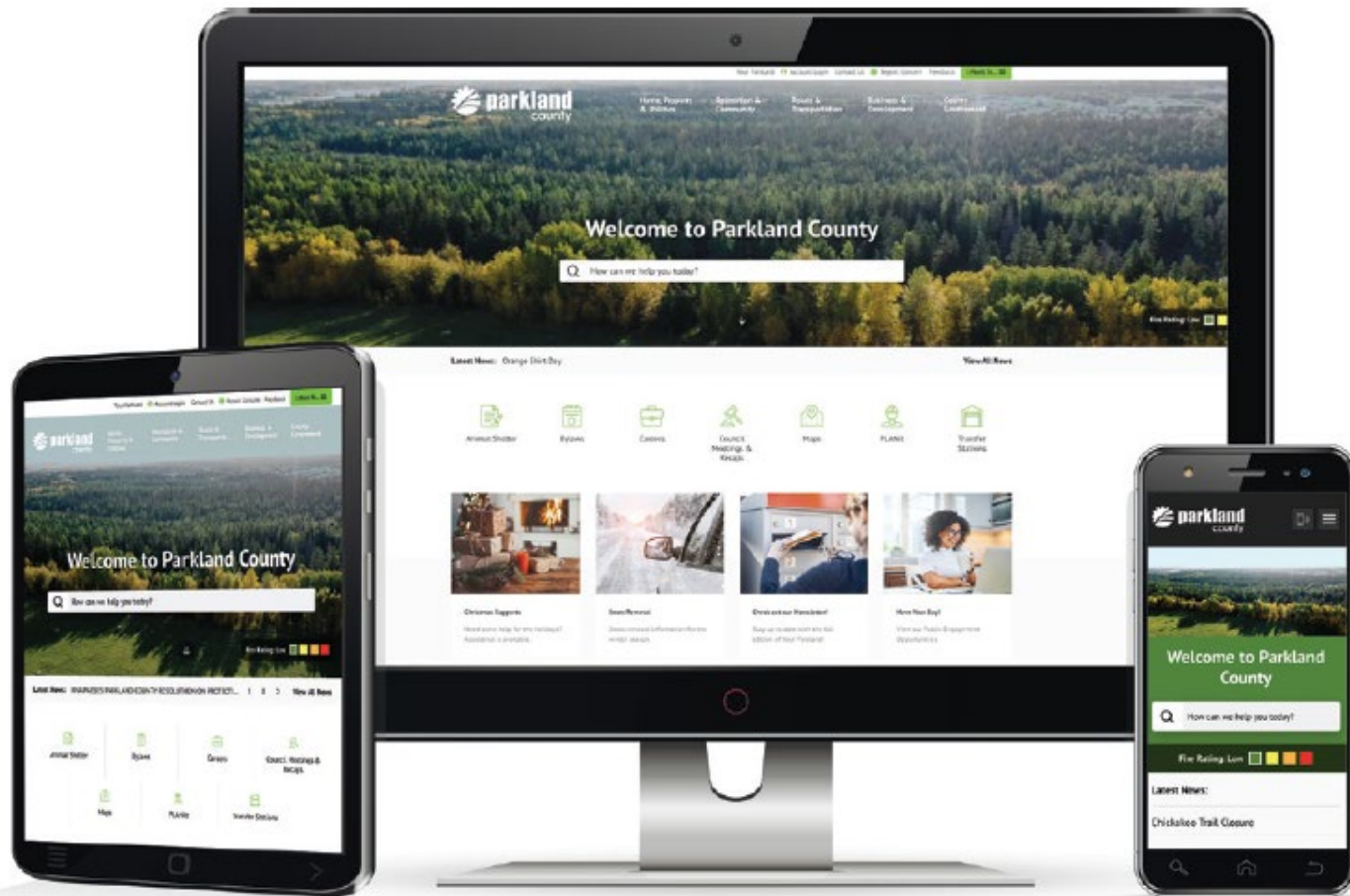
The advertisement features the Parkland County logo at the top left. A grey button with the text 'Subscribe NOW!' is positioned above a mouse cursor icon. Below this, the text reads 'LOCAL HAPPENINGS, RIGHT AT YOUR FINGERTIPS!' and 'YOUR PARKLAND Monthly e-news' with an envelope icon. To the right, three smartphones are shown displaying the e-newsletter interface. The top phone shows a 'Subscribe Now!' button. The middle phone displays a headline 'Parkland County Adopts New Land Use Bylaw' with a colorful illustration of a landscape. The bottom phone shows a '2025 Property Assessor Notices' section.



County Websites

County websites update

- ParklandCounty.com
- YourParkland





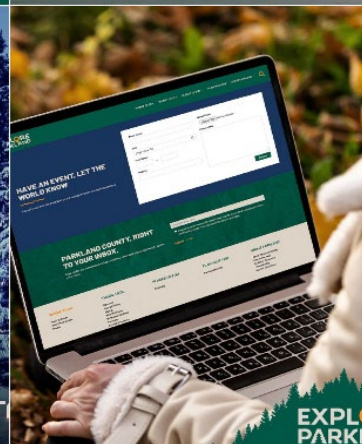
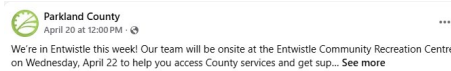
Social Media

Social Media Update

- Trends and highlights
- 2026 campaigns
- Weekly social media reports for council



2026 State of the County | Parkland County, AB





Media Relations



Media Relations Update

- State of the local media landscape: newspaper and radio
- Recent coverage

Advertising

2026 Residential Property Tax Breakdown for a Property valued at \$500,000
(Including Requisitions)

Services	Annual (\$)	Monthly (\$)
Roads	680	56.67
Fire & Protective Services	340	28.33
General Municipal	230	19.17
Public Works	221	18.42
Parks & Recreation	197	16.42
One Time Projects	169	14.08
Planning & Development	116	9.67
Agriculture & Environment	89	7.42
Economic Diversification	45	3.75
Council	42	3.50
Total Services	2,129	177.43
Requisitions & Other:		
Provincial Policing Contract (RCMP)	120	10.00
Provincial Education Taxes	1,388	115.67
Seniors' Living Facilities	72	6.00
Total Requisitions & Other	1,580	131.67
Grand Total	3,709	309.10

County Chats
Join us for a new way to connect with your Mayor & Council



OUR NEXT COUNTY CHAT IS **APRIL 30**

SHARE FEEDBACK
ASK QUESTIONS
MEET YOUR COMMUNITY LEAGUE
EVERYONE WELCOME!

 Visit [ParklandCounty.com/Chats](https://www.parklandcounty.com/chats)

ARE YOU READY?



[ParklandCounty.com/FireSmart](https://www.parklandcounty.com/firesmart)

FireSmart, Intelli-Flow and other associated Marks are trademarks of the Canadian Interagency Forest Fire Centre (CFFC).

Advertising in 2026

- Key campaigns
- County event promotion
- Budget 2026
- Property Tax notices
- Signage
- Mailouts

Questions?





Legislation Details (With Text)

File #: RFD 26-111 **Version:** 2 **Name:** Overview of Draft Policy C-458 Development Agreement Security
Type: Request For Decision **Status:** Committee Agenda
File created: 4/28/2026 **In control:** Governance and Priorities Committee
On agenda: 5/19/2026 **Final action:**
Title: Overview of Draft Policy C-458 Development Agreement Security

Proposed Motion
That the Overview of Draft Policy C-458 Development Agreement Security be received for information, as presented.

Indexes:

Code sections:

- Attachments:**
- [1. Administrative Report](#)
 - [2. Draft C-458 Development Agreement Security Policy](#)
 - [3. Existing C-PD01 Development Agreement Security Policy](#)
 - [4. Presentation Policy C-458](#)

Date	Ver.	Action By	Action	Result
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Overview of Draft Policy C-458 Development Agreement Security

Proposed Motion

That the Overview of Draft Policy C-458 Development Agreement Security be received for information, as presented.

Administration Recommendation

Administration supports the proposed motion.

Purpose

Administration has drafted a new Council Policy C-458 Development Agreement Security to replace the previous and outdated Council Policy C-PD01.

Summary

Council Policy C-PD01 was approved on June 26, 2012. The existing policy does not meet current industry standards and requires frequent variances. Administration has updated the policy to establish a clear, consistent, risk-based framework for development agreement securities. By aligning with regional best practices and incorporating developer feedback, the approach supports efficient administration while continuing to protect the County's financial and infrastructure interests.

Historical Information:

Strategic Plan/Policy/Legal/Staff Implications:

The draft Council Policy C-458 aligns with the Parkland County Strategic Plan 2022-2025 and supports the pillars of Complete Communities, Strategic Economic Diversification and Responsible Leadership.

Financial Impact:

n/a

Other:

Topic: Overview of Draft Policy C-458 Development Agreement Security**Introduction:**

Development Agreements (DAs) are contracts between developers and the County requiring developers to construct municipal improvements such as water lines, sanitary and storm drainage systems, roads, and other infrastructure necessary to service their new subdivision or development. To secure a developer's obligations under a DA, the County requires the developer to provide security.

Administration is proposing a new Development Agreement Security Policy (C-458) and corresponding procedure that takes a risk-based security approach and standardizes how security is calculated, collected, administered, reduced and ultimately released.

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

The County is authorized to require security for a Development Agreement imposed as a condition of subdivision approval under section 655(1)(b)(vi) of the Municipal Government Act. The County is also authorized to require security for a Development Agreement that is imposed as a condition of a Development Permit under section 650(1)(f) of the Municipal Government Act and section 7.50.1.3.6 of the County's Land Use Bylaw No. 2025-12.

Administration has updated the policy to better align with County processes, developer feedback and regional best practices, while strengthening risk mitigation.

Development Agreement Securities Background

The current Development Agreement Securities Requirements Policy C-PD01 was approved June 26, 2012. The current Policy is not aligned to current regional practices and applies rigid rules that causes delays to development due to frequent variance requests.

Upon review of the current policy, Administration found the following:

- Not aligned with other municipalities in the province;
- Lacks clear, risk-based criteria for determining security amounts;
- Does not account for a developer's past performance;
- Does not allow development bonds as a security option; and
- Has resulted in frequent variance requests, creating delays and uncertainty.

Policy Framework Review:

The proposed policy improves how DA securities are managed by providing clarity and consistency, streamlining administrative processes and continuing to protect the County's financial and infrastructure interests. A clear, consistent, risk-based framework is intended to reduce reliance on variances while supporting business-friendly development.

While the policy establishes the requirement for security and overall governance framework, the administrative procedure provides the standards and decision-making tools used by Administration and developers. Below is an overview of the key components of this policy implementation.

Developer Categorization

Developers are categorized based on specific criteria listed in the administrative procedure and assigned a Category A-D. Criteria for assigning developers to Categories A-D is based on past performance and level of risk.

Risk Based Security Amounts

The amount of security required is based on the category the developer is classified (i.e. level of risk to the County). Security is based on a percentage of total construction costs for off-site municipal improvements based on the developer's category.

Timing of Endorsement

Many developers entering into development agreements with the County have requested expedited subdivision plan endorsement (title to lots issued prior to the completion of infrastructure). Administration proposes allowing expedited endorsement for Category A and B developers with a demonstrated performance history, subject to the provisions for additional security.

The County often works with first-time developers, which would typically be categorized as Category C developers. To manage risk, Category C and D developers would not be eligible for expedited endorsement and would be required to complete construction to County standards prior to allowing titles to be created and sold.

Bareland Condominium Subdivisions

For bareland condominium applications, the on-site roads and servicing (e.g. water and sanitary) are privately owned and operated. In the current policy, the County requires a development agreement to help ensure these private developments are designed and built to an acceptable standard, but they are not required to meet County standards. The Alberta Safety Codes Act regulates safety related items such as water distribution and sanitary holding tanks, which require safety code permits.

Developer Category	Description
A	Lowest level of risk <ul style="list-style-type: none">• Proven past performance• Lower security
B	Medium level of risk <ul style="list-style-type: none">• Limited projects but proven past performance• Moderate security
C	Medium-high level of risk <ul style="list-style-type: none">• No proven past performance• High security
D	High level of risk <ul style="list-style-type: none">• Major issues with past performance• Highest security

The condominium association is obligated to maintain private infrastructure. In the event of a major financial burden of the condominium association, residents could potentially request support from the County by way of compensation or general assistance. However, Administration has confirmed that the County is not required to support private infrastructure owned by a condominium association.

Administration is proposing that development agreements no longer be required for on-site private improvements in bareland condominium developments as the infrastructure is privately owned by the condominium association, not the County. In addition, the safety related items are already regulated through permits and safety codes. Clarifying that on-site private infrastructure does not require a development agreement reduces costs to developers and aligns County security requirements with actual risks and legal responsibilities.

Delegation of Authority

Under the current policy, any variance requires Council approval. The proposed policy provides Council direction for the overall governance framework to collect securities for development agreements, and it delegates the authority to the Director of Planning & Development Services to implement the policy via an aligned administrative procedure. This adds clarity and consistency which allows for streamlined implementation.

Development Agreement Template

Administration is proposing to use a new Development Agreement template which has been developed with legal review. The new template envisions determining the amount of security and the timing of security in accordance with the new proposed policy and procedure documents.

Overall, Draft Policy C-458 modernizes the County's approach to development agreement security by applying a standardized, risk-based model that considers developer performance and sets consistent rules for administering securities, while supporting timely development and strengthening financial protection for the County.

Public Consultation

Administration sent the proposed policy and procedure to industry partners for review in early May. Feedback will be received until May 15, and a summary will be provided to Council for review on May 26.

Conclusion/Summary:

The proposed policy and administrative procedure provide a clear, consistent, risk-based framework for development agreement securities. Administration recommends that Council accepts the report as information.

AUTHOR: Jessica Harnden, Manager, Subdivision Planning
Jim Wood, Development Coordination Specialist

Department: Planning & Development Services

Date written: April 28, 2026



COUNCIL POLICY C-458

Development Agreement Security Policy

PREPARED BY:	Planning and Development Services	COUNCIL APPROVAL DATE:	
EFFECTIVE DATE:	Council approval date or later date as directed by Council	RESCINDS POLICY:	Council Policy C-PD01 Development Agreement Security Requirements
REFERENCES:	Municipal Government Act P-458-1 - Development Agreements Security Procedure Off-Site Levies Bylaw Off-Site Levies Assessment and Collection Procedure		
FUNCTION:	Planning and Development Services	LLS REVIEW DATE:	April 20, 2026

PURPOSE

This Policy provides for the establishment of Security requirements for Development Agreements executed between Developers and Parkland County.

POLICY STATEMENT

Parkland County shall require Developers to provide Security for all Development Agreements that include:

- the requirement for construction or installation of municipal improvements; and/or
- staged payment of off-site levies.

DEFINITIONS

1. For the purpose of this Policy:
 - a. **"Council"** means the municipal council of Parkland County.
 - b. **"County"** means the municipal corporation of Parkland County.
 - c. **"Developer"** means an individual, corporation, or other legal entity that enters into a Development Agreement with the County.
 - d. **"Development"** means "Development" as defined in the MGA.

- e. **“Director”** means the County’s Director of Planning and Development Services, or designate.
- f. **“Municipal Improvements”** means all works, infrastructure, or facilities required by the County to be constructed, installed, or upgraded under a Development Agreement, including all appurtenances thereto.
- g. **“Security”** means financial assurance provided by the Developer to ensure the completion, performance, and fulfillment of all obligations of the Developer under a Development Agreement.

SCOPE

This policy applies to all Development Agreements entered into between Developers and Parkland County that require the construction of municipal improvements and/or staged payments of off-site levies pursuant to the Off-Site Levies Bylaw and Off-Site Levy Assessment and Collection Procedure.

RESPONSIBILITIES

The Director of Planning and Development Services is responsible for implementing, monitoring and evaluating this policy and the corresponding Development Agreement Security Procedure P-458-1.

STANDARDS

The collection, administration, reduction, and release of securities required for Development Agreements shall be carried out in accordance with the Development Agreement Security Procedure P-458-1.

1. The County will require Security to ensure the Developer’s full performance of all commitments, obligations, and covenants under a Development Agreement.
2. Security requirements will correspond to the Developer Category assigned by the County under Development Agreement Security Procedure P-458-1. This procedure allows for tiered security amounts based on a developer’s track record of performance.
3. The County, in its sole discretion, may re-categorize a Developer at any time based on updated performance information within the County or another municipality, taking into consideration criteria set out in Procedure P-458-1.
4. If a developer does not fulfill the obligations of their Development Agreement or does not act on requests from the County to remedy maintenance or safety concerns related to the construction of Municipal Improvements, the County may draw on and use the Security collected from the Developer to complete any outstanding obligations or maintenance, or address safety concerns related to the work covered by the Development Agreement to the satisfaction of the County.

ENACTMENT

This Policy shall supersede and rescind policy C-PD01 Development Agreement Security Requirements.

DRAFT



COUNCIL POLICY C-PD01

Development Agreement Security Requirements

Prepared By:	Planning and Development Services	Council Approval Date:	June 26, 2012
Effective Date:	June 26, 2012	Council Resolution No.:	N/A
References:	Letters of Credit Procedures C-PD01-P1 <i>Municipal Government Act</i>	Previous Revision Date:	March 13, 2007 (Policy PD 001)
Function:	Planning and Development Services	LAS Review Date:	June 3, 2014

PURPOSE

To ensure compliance with the terms of a Development Agreement, Parkland County requires that a developer provide securities. The County is authorized to require securities by its authority under Section 655(1)(b)(vi) of the *Municipal Government Act*. The security is meant to serve as a performance incentive, enable the County to secure the construction site if needed, and in some cases, secure funds to complete the construction of certain municipal improvements should a Developer not fulfill its obligations. The purpose of this policy is to outline the criteria and method used to determine the minimum amount of security to be submitted by a Developer as part of executing and fulfilling a Development Agreement with the County.

POLICY STATEMENT

Parkland County will require that a minimum amount of security, as determined under this policy, be submitted by a developer prior to the County ratifying a Development Agreement. Parkland County will further require that a minimum amount of security, as determined under this policy, be submitted by the developer at different stages of the development project.

DEFINITIONS

1. "Act" means the *Municipal Government Act*, R.S.A., 2000, Chapter M-26.1, and amendments thereto.
2. "Council" refers to the Council for Parkland County.
3. "Development" means development as defined in the Act.
4. "Development Agreement" means an agreement between a developer and the County entered into pursuant to Section 655 of the Act.
5. "Development Permit" means a permit issued under Parkland County's Land Use Bylaw and authorizes a development.
6. "May" means discretionary compliance or a choice in applying policy.
7. "Shall" means mandatory compliance.
8. "Subdivision" means subdivision as defined in the Act.

SCOPE

This policy applies to all Development Agreements signed between a developer and Parkland County as permitted for under the Act.

MANAGEMENT RESPONSIBILITIES

The Manager of Planning and Development Services and the Manager of Engineering Services are responsible for the development, implementation, monitoring and evaluation of this policy.

STANDARDS

1. General Security Requirements

- (a) Securities shall be required as part of the Development Agreement process. No construction activity shall be permitted to commence or endorsement issued allowing registration until the appropriate security has been submitted to and accepted by the County.
- (b) Acceptable forms of security are irrevocable letters of credit, cash, certified cheque, or bank draft. Personal cheques, term deposits, land/lots in lieu or guaranteed investment certificates are not representative replacements for securities, and shall not be accepted.
 - (i) Irrevocable letters of credit shall have an automatic renewal clause. All renewals shall be for a minimum of twelve (12) months;
 - (ii) All irrevocable letters of credit requiring renewal should be received by the County thirty (30) days in advance of the expiration. The County reserves the right to call any Letter of Credit not renewed seventy-two (72) hours in advance of expiration. It is the obligation of the developer to ensure they have continual security; and
 - (iii) Irrevocable Letters of Credit shall take the form of and be processed in accordance with Administrative Procedure PD01-P1.
- (c) Securities will be based on a percentage of a certified construction estimate prepared by the developer's engineer. The estimate shall include 10% for engineering and administration costs and GST.
 - (i) At the discretion of the Manager of Engineering Services, certified construction estimates may be subject to third party review to ensure sound engineering judgements are followed and that industry prices and standards are utilized.
 - (ii) Upon written request by the developer's engineer to the Manager of Engineering Services, or designate, certified engineering estimates may be reduced based on actual construction tender prices.
- (d) For multi-phased development, securities will be required for each phase of development. Securities shall not be transferred to the next phase(s) of development until the previous phase has received a Final Acceptance Certificate (FAC) issued by the Manager of Engineering Services.
- (e) Release of securities held by the County back to the developer shall be completed in accordance with Section 5 of this Policy.
- (f) Where a developer is not fulfilling its obligations identified under the Development Agreement and does not act on requests from the County to remedy safety or maintenance concerns, the County will draw on the securities held against the development to address the safety or maintenance concerns to the satisfaction of the County.
- (g) The developer shall forfeit all remaining securities to the County five (5) years from the date a Development Agreement has been executed, if in the sole opinion of the County, the developer has not acted in a reasonable manner to construct incomplete or deficient work. This includes completion of any incomplete work or correction of deficiencies listed by the County on Security and Maintenance Agreements or Construction Completion Certificates (CCC).

2. Subdivisions

Prior to Signing a Development Agreement

- (a) Subdivisions requiring a Development Agreement shall submit upfront security prior to the County signing the agreement. Parkland County shall be at liberty, but not obligated, to use the upfront security to cover any costs associated with bringing the development into compliance with the Development Agreement. The amount of upfront security shall be in accordance with the following:

Performance Security

- (i) \$25,000.00 to be held until issuance of a Final Acceptance Certificate (FAC); and

Note: The Manager of Planning and Development Services has the discretion to reduce (i) for minor projects outside of industrial or multi-lot residential subdivisions, or increase (i) for significant projects where the gross estimated construction costs are in excess of two million dollars.

Infrastructure Security

- (ii) Twenty-five percent (25%) of the estimated cost of all external local improvements as to be approved by the Manger of Engineering Services, if applicable, and held until issuance of a Security and Maintenance Agreement. No security is required for internal local improvements prior to the County signing the Agreement.

Prior to Issuing Endorsement

- (b) To obtain endorsement of a subdivision plan, the developer shall have been issued all Interim Completion Certificates (ICC) and/or a Construction Completion Certificate (CCC) from the Manager of Engineering Services, and shall have entered into a Security and Maintenance Agreement. The Security and Maintenance Agreement shall outline any allowable incomplete work or deficiencies and any maintenance responsibilities by the developer after endorsement and registration of the subdivision plan. The amount of security shall be in accordance with the following:

- (i) One hundred and fifty percent (150%) of the estimated cost of all allowable incomplete local improvements (both external and internal) and deficiencies. This security shall replace the upfront infrastructure security identified in 2(a)(ii) above.
- (ii) The total amount of securities held by the County under a Development Agreement shall be reviewed annually to ensure that the County is accurately maintaining one hundred and fifty percent (150%) of the estimated cost of all the incomplete local improvements and deficiencies. If the estimated cost to complete the local improvements and deficiencies has increased, the County shall require additional security from the developer.

Prior to Issuing a Construction Completion Certificate (CCC)

- (c) Upon completion of the local improvements (both external and internal) with no deficiencies, the County shall require security in the amount of five percent (5%) of the local improvements (both external and internal) prior to issuance of the Construction Completion Certificate (CCC) by the Manager of Engineering Services to cover any deficiencies that may arise during the warranty period ending upon the issuance of the Final Acceptance Certificate (FAC). This warranty security shall replace any infrastructure securities previous held by the County under a Security & Maintenance Agreement.

Upon Issuing a Final Acceptance Certificate (FAC)

- (d) Upon a subdivision having been issued a Final Acceptance Certificate (FAC) by the Manager of Engineering Services, the County shall release all previously held performance and infrastructure securities to the Developer.

3. Bareland Condominiums

Prior to Signing a Development Agreement

- (a) Bareland condominiums requiring a Development Agreement shall submit upfront security prior to the County signing the agreement. Parkland County shall be at liberty, but not obligated, to use the upfront security to cover any costs associated with bringing the development into compliance with the Development Agreement. The amount of upfront security shall be in accordance with the following:

Performance Security

- (i) \$25,000.00 to be held until:
- (1) issuance of a Final Acceptance Certificate (FAC) for external local improvements that are to be transferred to the County, if applicable; and
 - (2) the completion of all internal condominium improvements to a stage similar to the issuance of a Final Completion Certificate (FAC) even though no Final Acceptance Certificate (FAC) would be issued for the internal condominium improvements.

Note: The Manager of Planning and Development Services has the discretion to reduce (i) for minor projects outside of industrial or multi-lot residential subdivisions, or increase (i) for significant projects where the gross estimated construction costs are in excess of two million dollars.

Infrastructure Security

- (ii) Twenty-five percent (25%) of the estimated cost of all external local improvements that are to be transferred to the municipality, as to be approved by the Manager of Engineering Services, if applicable. No security is required for the internal condominium improvements prior to the County signing the agreement.

Prior to Issuing Endorsement

- (b) To obtain endorsement of a bareland condominium plan, the developer shall regarding:
- (i) External local improvements: have been issued all Interim Completion Certificates (ICC) and/or a Construction Completion Certificate (CCC) from the Manager of Engineering Services, and shall have entered into a Security and Maintenance Agreement. The Security and Maintenance Agreement shall outline any allowable incomplete work or deficiencies and any maintenance responsibilities by the developer regarding the external local improvements after endorsement and registration of the condominium plan. The amount of security shall be at the discretion of the Manager of Engineering Services, or designate, in accordance with the following:
- (1) One hundred and fifty percent (150%) of the estimated cost of all allowable incomplete external local improvements and deficiencies. This security shall replace the upfront infrastructure security identified in 3(a)(ii) above.
 - (2) The total amount of securities held by the County under a Development Agreement will be reviewed annually to ensure that the County is accurately maintaining one hundred and fifty percent (150%) of the estimated cost of all the incomplete external local improvements and deficiencies. If the estimated cost to complete the external local improvements and deficiencies has increased, the County shall require additional security from the developer.
 - (3) Upon completion of the external improvements with no deficiencies, the County shall require security in the amount of five percent (5%) of the external prior to issuance of the Construction Completion Certificate (CCC) by the Manager of Engineering Services to cover any deficiencies that may arise during the warranty period ending upon the issuance of the Final Acceptance Certificate (FAC). This warranty security shall replace any infrastructure securities previous held by the County under a Security & Maintenance Agreement for the external improvements.

- (ii) Internal condominium improvements: have completed all internal condominium improvements to a stage similar to the issuance of a Construction Completion Certificate (CCC) even though no Construction Completion Certificate (CCC) would be issued for the internal condominium improvements.
- (1) However, in the instance that a developer wishes to receive endorsement of a bareland condominium plan prior to fully completing the construction of the internal condominium improvements to a stage similar to the issuance of a Construction Completion Certificate (CCC), the developer may provide security in the amount of one hundred percent (100%) of the certified estimated construction cost of the incomplete internal condominium improvements. Construction costs shall include, but are not limited to:
- clearing, stripping and grading;
 - approach construction, culverts and fill;
 - subgrade, ditches and drainage;
 - base and paving of roads and approaches;
 - placement of all black dirt and seeding;
 - all utilities, deep and shallow, including water wells, cisterns or private sewage systems where applicable;
 - cost of engineering including design drawings, construction inspection, quality control testing and as-builts;
 - signage;
 - contingency fund for snow removal, weed control, grass cutting and culvert clean out; and
 - quality assurance testing by the County at its sole discretion.

Release of Security for Bareland Condominiums

- (c) Release of securities collected under Section 3(a)(i)(2) and Section 3(b)(ii) of this Policy regarding the completion of internal condominium improvements shall be at the sole discretion of the Manager of Engineering Services. In general, the County will only consider this option upon request from a developer if all internal condominium improvements have been completed to a similar stage as a Final Acceptance Certificate, even though no Final Acceptance Certificate will be issued.

4. Development Permits

- (a) Security for Development Permits that require a Development Agreement as a condition of approval shall be submitted prior to the County signing the Development Agreement. The amount of security required will be calculated in accordance with paragraph 2(a), above.
- (b) In the instance where a developer intends to begin the operations that are the subject of the Development Permit prior to the internal and external improvements having received a Final Acceptance Certificate (FAC), the developer must have received an Interim/Construction Completion Certificate (ICC or CCC) and, have entered into a Security and Maintenance Agreement with the County and provide securities in accordance with paragraph 2(b), above.
- (c) In the instance where a Development Agreement is not required, but the County still requires securities in order to ensure that all permit conditions are carried out. The Development Authority shall require security in accordance with the County's Land Use Bylaw or the amount established under the Fees and Charges Schedule approved by Council each year as part of the Capital and Operating Budget, as applicable. *(Examples may include but are not limited to developments involving Soil Remediation, Stripping, Filling, Excavation and Grading, Demolition, Landscaping, Moved-on Buildings, Approach Construction, etc).* The security shall meet the following criteria:
- (i) A sufficient amount of security to cover any potential cost to the County to bring the development into compliance;
- (ii) A sufficient amount of security to ensure that the applicant/developer is motivated to carry out all of the development permits conditions within the prescribed time period; and

- (iii) The amount of security shall be outlined as a condition of approval within the issued development permit.

5. Partial Release of Security

- (a) A partial reduction or release of security held by the County shall only be approved by the Manager of Engineering Services upon the execution of a Security and Maintenance Agreement or revised Security and Maintenance Agreement in connection with the final placement of asphalt, the issuance of the Construction Completion Certificate (CCC), or upon the issuance of the Final Completion Certificate. No partial security releases will be permitted by the County at any other times.

6. Request to Vary a Standard

- (a) Any request by a developer or a developer's engineer to vary a standard within this policy will require the approval of Council. Any such request shall be initiated through written contact with Parkland County's Chief Administrative Officer (CAO). The developer shall acquire approval from the County's Engineering Services Department for any cost estimates required to be submitted prior to making formal application to the CAO. The CAO, through Council, will advise the Developer, the Manager of Engineering Services and the Manager of Planning and Development Services in writing regarding any decision to vary a standard under this policy.
- (b) The Manager of Engineering Services, or designate, shall remain the authority on approving certified construction cost estimates on behalf of Parkland County.

Development Agreement Security Policy

GPC

May 19, 2026




Background

Current Policy:

- Approved in 2012
- Results in frequent variance requests from developers
- Does not account for developers' past performance
- Lacks clear, risk-based criteria for determining security amounts

Proposed policy & procedure balances regional attractiveness with risk mitigation

Policy C-PD01	
	COUNCIL POLICY C-PD01 Development Agreement Security Requirements
Prepared By: Planning and Development Services	Council Approval Date: June 26, 2012
Effective Date: June 26, 2012	Council Resolution No.: N/A
References: Letters of Credit Procedures C-PD01-P1 <i>Municipal Government Act</i>	Previous Revision Date: March 13, 2007 (Policy PD 001)
Function: Planning and Development Services	LAS Review Date: June 3, 2014
PURPOSE To ensure compliance with the terms of a Development Agreement, Parkland County requires that a developer provide securities. The County is authorized to require securities by its authority under Section 655(1)(b)(vi) of the <i>Municipal Government Act</i> . The security is meant to serve as a performance incentive, enable the County to secure the construction site if needed, and in some cases, secure funds to complete the construction of certain municipal improvements should a Developer not fulfill its obligations. The purpose of this policy is to outline the criteria and method used to determine the minimum amount of security to be submitted by a Developer as part of executing and fulfilling a Development Agreement with the County.	
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DEFINITIONS <ol style="list-style-type: none">1. "Act" means the <i>Municipal Government Act</i>, R.S.A., 2000, Chapter M-26.1, and amendments thereto.2. "Council" refers to the Council for Parkland County.3. "Development" means development as defined in the Act.4. "Development Agreement" means an agreement between a developer and the County entered into pursuant to Section 655 of the Act.	



Proposed Policy C-458

Development Agreement Security Policy

- **Requires Developers to provide security for:**
 - 1) **Construction of municipal infrastructure or,**
 - 2) **Staged payments of off-site levies**
- **Policy provides overall governance framework with more detailed procedure for administrative implementation**



Overview: Implementation of Policy

- 1 Risk-Based Security Amounts**
- 2 Endorsement Timing**
- 3 Bareland Condominium Subdivision**
- 4 Delegation of Authority**



Implementation of Policy

1 Risk-Based Security Amounts

- + Security level tied to categorization (A-D) based on past performance
- + Amount of security based on risk to the County
- + Protects the County's interests

Developer Category	Description
A	Lowest level of risk <ul style="list-style-type: none">- Proven past performance- Lower security
B	Medium level of risk <ul style="list-style-type: none">- Limited projects but proven past performance- Moderate security
C	Medium-high level of risk <ul style="list-style-type: none">- No proven past performance- High security
D	High level of risk <ul style="list-style-type: none">- Major issues with past performance- Highest security



Implementation of Policy

2 Endorsement Timing

- + Option for endorsement prior to CCC for Category "A" and "B" developers who have an established performance record
- + Current policy does not allow for early endorsement
- + Developers frequently requesting variance to policy



Implementation of Policy

3 Bareland Condominium Subdivision

- + No development agreement requirement (or security) for on-site private infrastructure
- + Private, on-site infrastructure is owned and maintained by the condominium association, not the County.
- + Safety regulated items such as water and sanitary systems are regulated through the Alberta Safety Codes Act
- + If developer is required to construct municipal infrastructure, such as the upgrade of a Range Road, development agreement **would be required**
- + Clarity reduces developer costs and aligns County security requirements with actual risks and legal responsibilities

Implementation of Policy

4 Delegation of Authority

- + Council direction for overall governance framework to collect securities
- + Procedure gives authority to Director of Planning & Development to implement
- + Added clarity and consistency to the procedure allows for streamlined implementation

POLICY C-458			
		COUNCIL POLICY C-458	
		Development Agreement Security Policy	
PREPARED BY:	Planning and Development Services	COUNCIL APPROVAL DATE:	
EFFECTIVE DATE:	Council approval date or later date as directed by Council	RESCINDS POLICY:	Council Policy C-PD01 Development Agreement Security Requirements
REFERENCES:	Municipal Government Act C-PD18-P1 - Development Agreements Security Procedure Off-Site Levies Bylaw Off-Site Levies Assessment and Collection Procedure		
FUNCTION:	Planning and Development Services	LLS REVIEW DATE:	April 20, 2026
PURPOSE			
This Policy provides for the establishment of Security requirements for Development Agreements executed between Developers and Parkland County.			
POLICY STATEMENT			
Parkland County shall require Developers to provide Security for all Development Agreements that include:			
<ul style="list-style-type: none">• the requirement for construction or installation of municipal improvements; and/or• staged payment of off-site levies.			
DEFINITIONS			
Terms used in this Policy have the meanings set out in the Development Agreement Security Procedure P-458-1, as amended from time to time.			
SCOPE			



Summary

Modern Risk-Based Framework

Policy C-458 replaces outdated methods with a risk-based system that enhances public interest protection and resolves inefficiencies

Key Policy Innovations

Includes developer categorization, standardized security framework and flexible endorsement for qualified developers

Governance and Accountability

Clarity between Council and administration responsibilities, which supports adaptability, accountability, and delegated staff authority

Strategic Benefits

Supports predictable development, efficient administration, and responsible risk management to support continued development in the County



Recommendation

That the Governance and Priorities Committee accept the report as information.

Questions?

