

Chairman's Procedural Notes
Public Meeting for proposed amendments to Development Permit 09-D-370B
Northland Recycling Inc.
SE 02-53-26-W4M

Meeting Date:	December 4, 2012
Meeting Time:	10:30a.m.
Development Permit:	09-D-370B

1. **Chairman calls the Meeting to Order**
2. Chairman advises that this is a formal Meeting and records are being kept of the proceedings.
3. Chairman states following purpose of the Meeting . . .

"In accordance with Section 3 of the Acheson Industrial Area Direct Control District Regulation, the Council of Parkland County is holding this Meeting to provide an opportunity for public input and comment on a Development Permit application for a wood recycling facility on SE 02-53-26-W4M "
4. Chairman then outlines Meeting Procedures as follows:
 - a) Council will first hear an overview and summary of the application from Administration as well as any written submissions received prior to the meeting.
 - b) Council will then receive any additional written or verbal submissions from the floor. Those who wish to speak must first identify themselves and address their comments to the Chairman. There will be a 10-minute limit on the length of verbal submissions or presentations. Council may ask for any clarification on written or verbal submissions at any time. Council wishes to remind everyone that this will be everyone's only opportunity to comment on the application.
 - c) Following the verbal presentations, Administration will respond to any questions from Council;
5. Council may adjourn the Meeting to preserve the ability to solicit more public input on another date, or Council may close the Meeting.

If Council chooses to close the meeting, the Chairman closes Meeting and states

"Council wishes to advise that it is unable to receive any further written or verbal submissions now that the meeting is closed."