



parkland
county

Community Engagement Policy

**Report to Council
April 12, 2016**

Purpose

Council Approval of Policy C-AD51 – Public Engagement
(replaces C-AD17 Public Consultation Policy)



Background

- **October 2015:** Direction to review Public Consultation Policy C-AD17 and procedures
- **December 2015:** Draft Public Engagement Policy presented to Council
- **Dec – March 2016:** Review by Administration

Council approval of Policy C-AD51 Public Engagement



Policy revisions

Undertook revisions to the draft policy presented to Council on December 1, 2015.

- Requested Council revisions
- Formatting changes
- Definitions
- Table improvements



Council revisions

EXPECTATIONS (new):

- role of the public and developer / applicants

RESPONSIBILITY:

- role of the CAO, General Managers, Managers

DEFINITIONS:

- public record timelines for County and developer / applicant initiatives



Formatting

- Re-formatted the draft policy to make it more concise:
 - removal of repetitious text (scope, expectations)
- Policy statement has been re-worded
- Clarified sections (scope, expectations, responsibilities)



Definitions

Scope of the “major development” definition:

- **Major Development** means any landuse that increases the intensity of the land use relative to the surrounding lands and that may affect adjacent land uses by way of two or more of the following: noise, dust, odour, noxious emissions, traffic and lighting.
For the purposes of this policy, “major development” also includes Natural Resource Extraction / Processing.



Definitions

Added “Non-Statutory” Plan and “Public” definitions:

- **Non-Statutory Plan** means a plan or policy document created by administration or a consultant working for administration, or by an applicant that is not approved as a formal by-law by Council. Non-statutory plans are typically accepted by Council as information.
- **Public** means residents, businesses, associations, and other stakeholders who may have a vested interest whether statutory, legal, or otherwise in the issue, project, policy, plan, initiative or bylaw being proposed by Parkland County.

Definitions

Clarified the definition of “Record”:

Record means:

- for all engagement formats - written report prepared by the project consultant, applicant, or administration. The record shall include:
 - written summary of the presentation
 - written summary of public concerns heard at the engagement
 - responses to the public concerns by the developer, applicant, consultant, or administration
 - summary of how the public concerns will be addressed

Table improvements

Under **STANDARDS** section

- Simplified the table (*requirements for new statutory plans, amendments to plans*)
- Clarified several applications and processes (*outline plans, road closure, disposal of municipal reserve*)
- Incorporated “Natural Resource Extraction / Processing” under requirements for “Major Development”



Next Steps – supports

- Awareness of new policy and requirements
- Development of a Community Engagement Toolkit/Handbook
- Delivery of Training and Orientation for staff
- Establish Corporate Community Engagement Committee



Questions