

**AGENDA**  
**REGULAR COUNCIL MEETING**  
**Wednesday, June 18, 2025 @ 6:00 PM**  
**Council Chambers, 1 Parklane Drive, Strathmore AB**

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<b>1. CALL TO ORDER</b>	
<b>2. CONFIRMATION OF AGENDA</b>	
<b>3. CLOSED MEETING</b>	
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3.2. Risk Management – Advice from officials – ATIA S. 29(1)(a)	
3.3. Strathmore Affordable Housing Society – Advice from officials – ATIA S. 24(1)(a)	
3.4. Lease Extension Agreement – Range Rd 250 – Advice from officials – ATIA S. 29(1)(a)	
3.5. Permanent and Semi-Permanent Displays Policy – Advice from officials – ATIA S. 29(1)(a)	
3.6. Council CAO Dialogue – Advice from officials – ATIA S.29 1(b)(iii)	
<b>4. PUBLIC HEARING</b>	
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<b>8. PUBLIC COMMENTS</b>	
Members of the public are welcome to provide comments regarding items on the agenda in person during the Council meeting, virtually, or in writing. Should you wish to provide public comments virtually or in writing, please fill out the Request to Speak at a Council Meeting form that can be located on the Town's website and submit it to:	

[LSAdmin@strathmore.ca](mailto:LSAdmin@strathmore.ca) by the end of the day on the Sunday before the Council meeting. In order to ensure procedural fairness, Council requests that the public refrain from speaking on items that have been or will be heard through a public hearing process.

## **9. DELEGATIONS**

Members of the public and community organizations are welcome to attend a Regular Council Meeting as a delegation to present an item to Town Council for consideration. If you are interested in attending as a delegation please fill out the Delegation Request form that can be located on the Town's website and submit it to: [LSAdmin@strathmore.ca](mailto:LSAdmin@strathmore.ca) by noon, seven (7) days before a Regular Council Meeting.

## **10. CONSENT AGENDA**

- 11.1 Regular Council Meeting Minutes – June 4, 2025
- 12.1 Budget Amendment – Township Road 240
- 14.2.1 WHMB Signed Minutes – April 17, 2025
- 15.1 Thank you from Athabasca Re: Highway 831 Fire

## **11. CONFIRMATION OF MINUTES**

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- 14.2. BOARD AND COMMITTEE REPORTS
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# Report for Council

**To:** Council

**Staff Contact:** Chuck Procter, Manager of Development Services

**Date Prepared:** May 25, 2025

**Meeting Date:** June 18, 2025

**SUBJECT:** WestCreek Area Structure Plan Amending Bylaw No. 25-17

**RECOMMENDATION:** THAT Council proceed with a Public Hearing for Bylaw No. 25-17 on June 18, 2025, in accordance with Section 692(1) of the *Municipal Government Act, RSA 2000, cM-26*;

AND THAT Council take into consideration all information received at the Public Hearing on June 18, 2025 regarding Bylaw No. 25-17 being a bylaw to amend the West Creek Area Structure Plan Bylaw No. 08-22.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

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## SUSTAINABILITY

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### IMPLICATIONS OF RECOMMENDATION:

#### **IMPLEMENTATION:**

Staff are advertising the public hearing in accordance with the Municipal Government Act by publishing notices in the Strathmore Times, on the Town's social media pages, and on the Town's website, as well as by delivering notices by regular mail to adjacent landowners through hand delivery.

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**BACKGROUND:**

Section 692(1) of the *Municipal Government Act* requires that before giving second reading to a proposed bylaw amending an Area Structure Plan (ASP), a Council must hold a public hearing with respect to the proposed bylaw.

On May 7th, 2025, Council held a public hearing, and gave second and third reading to Bylaw 25-07, being a bylaw which amended the WestCreek ASP Bylaw No. 08-22.

Later, it was discovered there was an error in Bylaw No. 25-07 regarding Map 7 Future Land Use Concept. Map 7 was mistakenly omitted from Bylaw 25-07. The recommended action is to bring forward a new bylaw to amend the WestCreek ASP Bylaw No. 08-22 to properly include Map 7 into the ASP. The intent of Map 7 remains the same as it did on May 7, 2025 and no changes are proposed or were made to the map in the time since. Staff will advertise the amendment bylaw in accordance with the *Municipal Government Act*.

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**KEY ISSUE(S)/CONCEPT(S):****DESIRED OUTCOMES:****COMMUNICATIONS:**

Staff are advertising the public hearing in accordance with the Municipal Government Act by publishing notices in the Strathmore Times, on the Town's social media pages, and on the Town's website, as well as by delivered notices by regular mail to adjacent landowners through hand delivery.

**ALTERNATIVE ACTIONS/MOTIONS:****ATTACHMENTS:**

[Attachment I: Bylaw No. 25-17 WestCreek ASP Amendment](#)

[Attachment II: 07 Exhibit-LU \(P\)](#)

[Attachment III: Delivery letters info](#)

[Attachment IV: 25-17 Notice of Public Hearing Adjacent residents](#)

[Attachment V: Letter #1 for WestCreek Public Hearing on June 18, 2025 Brent Robinson & Katherine Zagorsky Redacted](#)

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Jamie Dugdale, Director of Infrastructure, Operations, and Development Services

Approved  
- 10 Jun  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 12 Jun  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 12 Jun  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 13 Jun  
2025

**BYLAW NO. 25-17  
OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

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**BYLAW NO. 25-17  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA  
TO AMEND BYLAW NO. 08-22 BEING THE WESTCREEK AREA STRUCTURE PLAN.**

**UNDER AUTHORITY** of and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, and amendments thereto, the Municipal Council of the Town of Strathmore in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS:**

1.0. Bylaw No. 08-22 being the Westcreek Area Structure Plan is amended by:

1.1.1 Deleting: "Map 7 FUTURE LAND USE CONCEPT" and replacing it with "*Map 7 Future Land Use Concept*", as shown in Schedule "A".

2.0 This Bylaw shall come into full force and effect upon the date of third and final reading.

**READ A FIRST TIME** this \_\_\_ day of \_\_\_\_, 2025

**PUBLIC HEARING HELD** this \_\_\_ day of \_\_\_\_, 2025

**READ A SECOND TIME** this \_\_\_ day of \_\_\_\_, 2025

**READ A THIRD AND FINAL TIME** this \_\_\_ day of \_\_\_\_, 2025

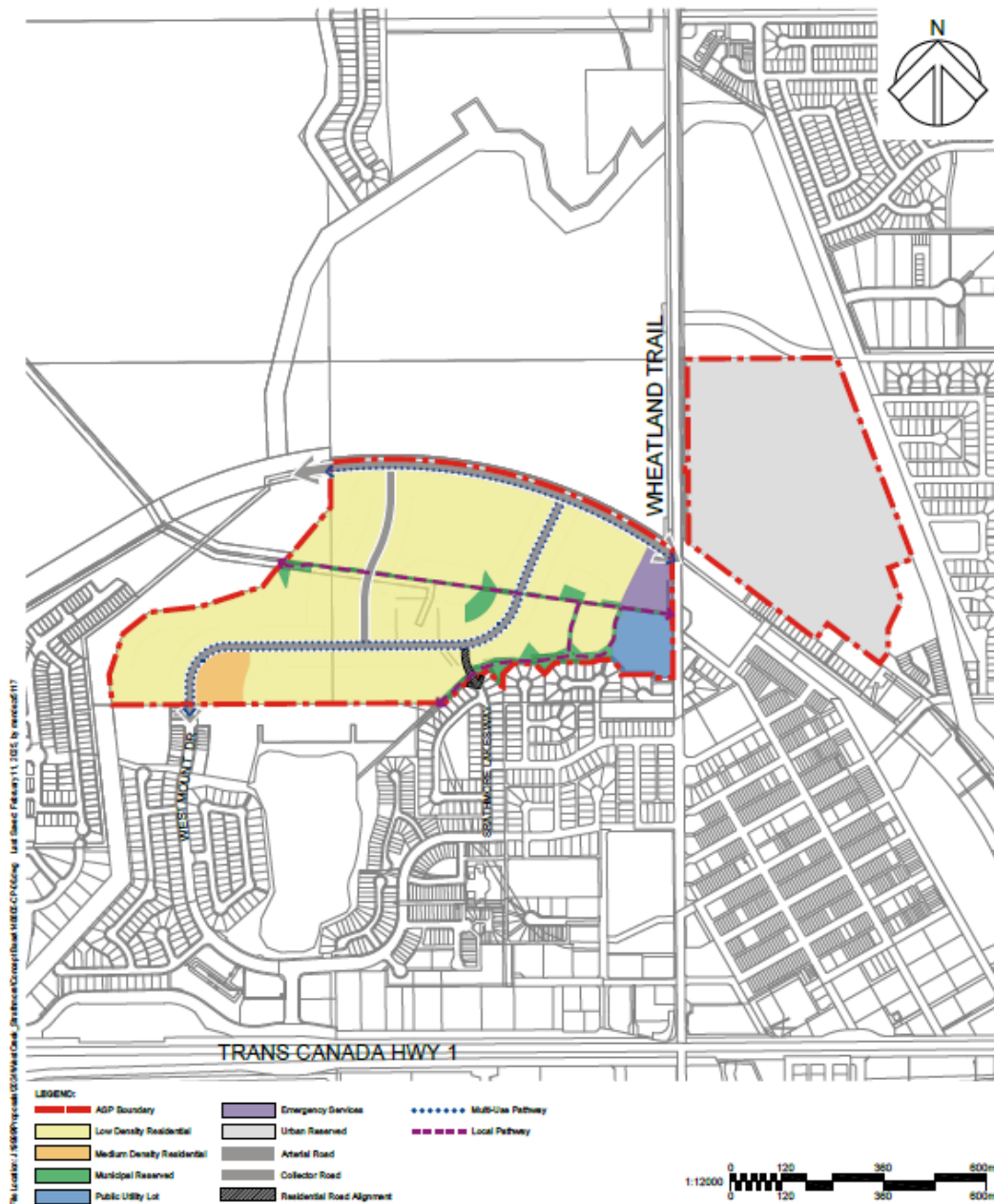
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Mayor

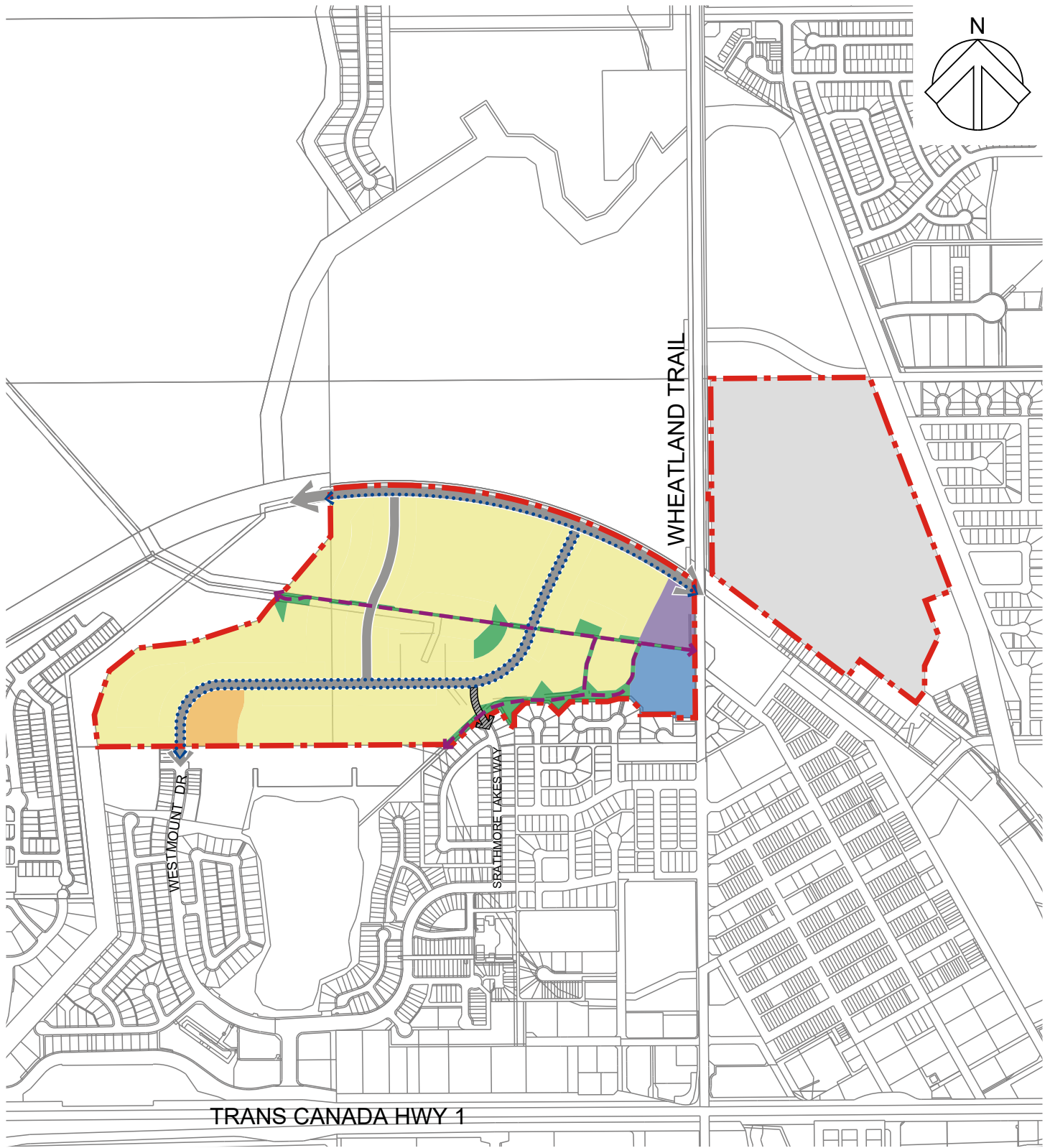
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Director of Strategic, Administrative  
& Financial Services

**SCHEDULE "A"**  
Map 7 Future Land Use Concept



File Location: J:\9999\Proposals\2024\WestCreek\_Strathmore\Concept Base\148805-CP-06.dwg Last Saved: February 11, 2025, by menderz5117



LEGEND:		
<span style="color: red;">---</span>	ASP Boundary	<span style="color: purple;">●●●●●</span> Multi-Use Pathway
<span style="background-color: yellow;"> </span>	Low Density Residential	<span style="color: purple;">---</span> Local Pathway
<span style="background-color: orange;"> </span>	Medium Density Residential	
<span style="background-color: green;"> </span>	Municipal Reserved	
<span style="background-color: blue;"> </span>	Public Utility Lot	
<span style="background-color: purple;"> </span>	Emergency Services	
<span style="background-color: grey;"> </span>	Urban Reserved	
<span style="background-color: grey;"> </span>	Arterial Road	
<span style="background-color: grey;"> </span>	Collector Road	
<span style="background-color: grey;"> </span>	Residential Road Alignment	



**DELIVERY LETTER FORM for 25-17 WestCreek ASP Amendment and 25-08 WestCreek Phase 1**

Date: May 27, 2025

Department: Parks

Name: Megan Engel

**Delivery Details:**

Address: ~~Lakeside Views~~ WID, strathmore golf club,  
Aquila homes, Lakeside Views

**Delivery Method:**

☒ Hand Delivery

**DELIVERY LETTER FORM for 25-17 WestCreek ASP Amendment and 25-08 WestCreek Phase 1**

Date: May 27, 2025

Department: Parks

Name: Lauren Chong

**Delivery Details:**

Address: 3 Parklane Way

**Delivery Method:**

☒ Hand Delivery

**DELIVERY LETTER FORM for 25-17 WestCreek ASP Amendment and 25-08 WestCreek Phase 1**

**Date:** May 23 and 26, 2025

**Department:** Development Services

**Name:** Kate Bakun

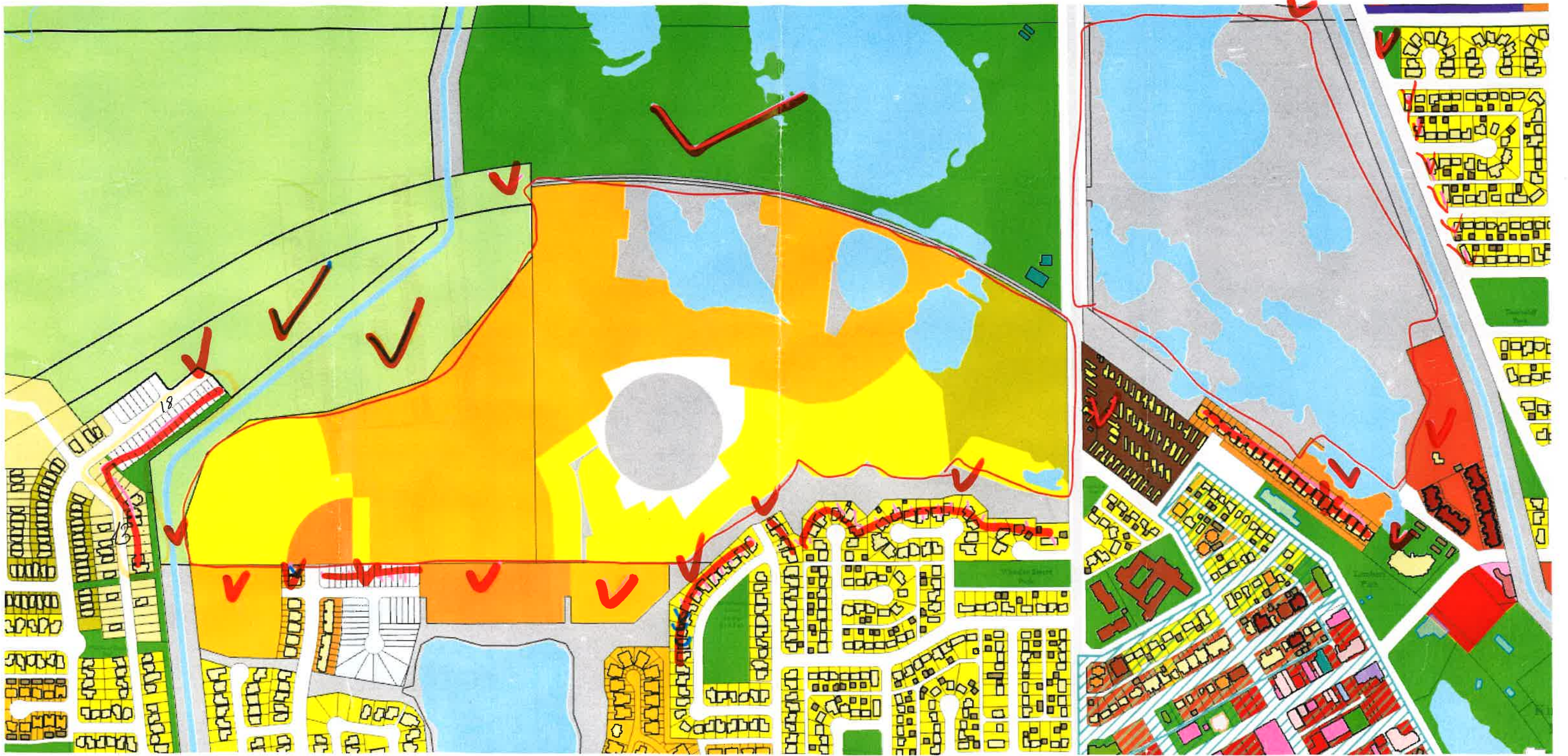
**Delivery Details:** Map attached (marked red)

**Address:** Map attached

**Delivery Method:**

☒ Hand Delivery





— means letters were sent



To Whom It May Concern:

Bylaw No.25-17

**RE: NOTICE OF PUBLIC HEARING – PROPOSED LAND USE BY-LAW AMENDMENT.**  
**Proposed WestCreek Area Structure Plan Amending Bylaw No. 25-17**

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Please be advised that on May 7, 2025, Council held a Public Hearing and gave second and third readings to Bylaw No. 25-07, a bylaw amending the WestCreek Area Structure Plan (ASP) Bylaw No. 08-22.

It was later discovered that Bylaw No. 25-07 contained an error: Map 7 – Future Land Use Concept was mistakenly omitted from the bylaw (see Map 7 in Schedule “A” below).

The recommended course of action is to bring forward a new bylaw to amend the WestCreek ASP Bylaw No. 08-22 in order to properly include Map 7.

The intent and content of Map 7 remain unchanged from what was presented and considered on May 7, 2025. No changes have been made to the map since that time.

The statutory Public Hearing will be held online via ZOOM and in-person in Council Chambers, Strathmore Municipal Building, 1 Parklane Drive, Strathmore, Alberta on **Wednesday, June 18, 2025**, commencing at **7:00 p.m.** with procedures being in accordance with Section 199 of the *Municipal Government Act* and the Town's *Council Procedural By-law #23-17* and amendments thereto.

Any person or group of persons, or person acting on someone's behalf, who claims to be affected by any or all of the proposed by-law, may present their concerns and/or suggestions by making a submission at the public hearing. Please contact Legislative Services by email at **lsadmin@strathmore.ca** no later than **12:00 p.m.** on **Wednesday, June 11, 2025**, in order to register to speak at the public hearing.

Any written submissions intended for the Public Hearing, or the name of any person wishing to make an oral presentation at the Public Hearing must be received by the Town's Development Services Office prior to **12:00 p.m.** on **Wednesday, June 11, 2025**, as outlined under Bylaw #23-17 and amendments thereto. If your written submission is not received by this time, kindly ensure that fifteen copies are provided and made available for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within five minutes. Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.



# TOWN OF Strathmore

May 22, 2025

A copy of proposed By-law #25-17 may be inspected by the public **Monday to Friday** during the regular office hours of **8:30 a.m. to 4:30 p.m.** at the Town's Municipal Building located at 1 Parklane Drive, Strathmore, Alberta, and can be also examined on the Council Meeting Agenda dated May 21, 2025, on the Town's website at <https://calendar.strathmore.ca/meetings>.

Please further note that you may choose to contact the Town's Legislative Services Office by telephone at (403) 934-3133 prior to attending the Public Hearing to better determine the order of business and presentations on the Council Agenda in order to efficiently utilize your time on the evening of the Public Hearing.

For your convenience, please also find attached a key map indicating the location of the subject lands and a site plan.

If you have any questions regarding the application, please contact the Town's Development Services Office using the contact information below or via email at [kate.bakun@strathmore.ca](mailto:kate.bakun@strathmore.ca).

Sincerely,



Kate Bakun  
Planner II

Attach.





**BYLAW NO. 25-17  
OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

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**BYLAW NO. 25-17  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA  
TO AMEND BYLAW NO. 08-22 BEING THE WESTCREEK AREA STRUCTURE PLAN.**

**UNDER AUTHORITY** of and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, and amendments thereto, the Municipal Council of the Town of Strathmore in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS:**

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**PUBLIC HEARING HELD** this \_\_ day of \_\_\_\_, 2025

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**READ A THIRD AND FINAL TIME** this \_\_ day of \_\_\_\_, 2025

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Mayor

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Director of Strategic, Administrative  
& Financial Services

**SCHEDULE "A"**  
Map 7 Future Land Use Concept



Town of Strathmore Planning Commission

June 10, 2025

To Whom it may concern;

Brent Robinson & Katherine Zagorsky

FOIP Sec. 17(1)

Strathmore, AB

Regarding the proposed land use bylaw amendment - Westcreek Phase 1, Part of Lot 1, Block A, Plan 9410061 – 0 Wheatland Trail Strathmore

We are writing for the second time to express our concerns with the proposed development. During the previous May 7th, 2025 hearing we did not have any of our concerns addressed by either council or the developer. We formally request a speaking time as part of the next public hearing.

In our previous six page submission we **detailed double the number of sensitive species formerly identified**, within the proposed development area, **including endangered species**. No mention was made of this at that hearing. Additionally, we outlined the Town of Strathmore policies regarding wetlands and how there has been no enforcement of these policies in relation to the original approval and the continued amendments to that same approval. The original approval for the development and the continued approvals to proposed amendments **directly violate The Town of Strathmore's own Wetland Conservation Plan** as we have previously outlined.

We have spoken with a trusted environmental and regulatory consultant in the interim. They have advised that due to the presence of sensitive species the developer **MUST comply with ESDR/Sensitive Species Inventory Guidelines, regardless of when the development was approved.**

We have also become aware that the Species At Risk Act we noted in our original letter does not apply to non-federal lands. **This does not relieve the Town or the developers from complying with provincial guidelines surrounding species at risk.**

We are hoping that common sense will prevail in this case and the Town and developer will engage in meaningful and productive conversations with the residents in Strathmore to amend their plans and **not infill the wetlands and habitat of these species at risk**. However, since we've had no response from Mayor Fule or the developers despite repeated emails to both, we have sought the advice from both the Alberta Minister of the Environment and the Minister of Municipal Affairs.

Regards,  
Brent Robinson and Katherine Zagorsky



# Report for Council

**To:** Council

**Staff Contact:** Glen Ferguson, Senior Planner

**Date Prepared:** June 2, 2025

**Meeting Date:** June 18, 2025

**SUBJECT:** Land Use Bylaw Amending Bylaw No. 25-08 (WestCreek Phase 1, Strathmore)

**RECOMMENDATION:** THAT Council proceed with a Public Hearing for Bylaw No. 25-08 on June 18, 2025, in accordance with Section 692(1) of the *Municipal Government Act, RSA 2000, cM-26*;

AND THAT Council take into consideration all information received at the Public Hearing on June 18, 2025, regarding Bylaw No. 25-08 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

The proposed amendments to the Town's Land Use Bylaw would positively contribute to the strategic priority area of Affordable Living by increasing the availability and supply of urban residential lots and by encouraging housing starts that are capable of providing attainable housing options within Phase 1 of the WestCreek Area Structure Plan (ASP).

Development of the WestCreek ASP would also contribute to the strategic priority area of Intentional Community Development by improving community connectedness through the provision of an east-west arterial road, local road connections to existing urban residential development to the south, and the establishment of linear open space.



The WestCreek ASP would further contribute to the strategic priority area of Community Wellness through the provision of block of land for emergency services purposes at the south-east corner of Wheatland Trail and the future east-west arterial road.

With respect to the Economic Development priority area, the re-designations would allow for construction to begin within the WestCreek ASP - a planned urban growth community in Strathmore.

## **SUSTAINABILITY**

### **ECONOMIC SUSTAINABILITY:**

The overall development proposal would promote Economic Sustainability by enabling the activation of urban residential development within the WestCreek ASP, which can be expected to encourage further direct and indirect investments in the local community thereby furthering local economic growth, as well as fostering synergies with available or future employment opportunities in Strathmore.

### **SOCIAL SUSTAINABILITY:**

The proposed re-designations support Social Sustainability by facilitating the accommodation of a range of low density, urban residential built-forms (eg. single-detached, semi-detached, duplex) on lots of various sizes within Phase 1 of the WestCreek ASP. This range of built-forms and lot sizes will allow for more housing choice that caters to a wider range of income brackets and lifestyles. Phase 1 of the WestCreek ASP also includes blocks of land for future emergency services needs, stormwater management infrastructure, and linear open space - all of which contributes positively toward the notion of ensuring a consistently high quality of life for current residents, without compromising the quality of life of future residents.

### **ENVIRONMENTAL SUSTAINABILITY:**

There are no environmental sustainability concerns directly related to the land use re-designations that are currently being proposed for Phase 1 of the WestCreek ASP. There are a number of features within the overall WestCreek ASP that address environmental sustainability, including matters related to but not limited to biophysical resources, reserve dedication, servicing of the lands, and wetlands.

## **IMPLICATIONS OF RECOMMENDATION:**

### **GENERAL:**

If approved, the Town's Land Use Bylaw would be amended to establish urban residential, emergency services, stormwater, and open space land use permissions that will facilitate construction of Phase 1 within the WestCreek ASP.

**ORGANIZATIONAL:**

Staff has invested the time necessary in preparing reports, actively engaging with the public (eg. abutting landowners) and ensuring proper distribution of the public notices for the Public Hearing.

**OPERATIONAL:**

N/A

**FINANCIAL:**

The proposed land use re-designation would result in 96 urban residential lots with each requiring the submission of development permit and building permits applications, which will include collection of applicable fees under the Town's 2025 [Fees Bylaw No. 24-25](#). Oversize charges and off-site levies would also be collected in accordance with the Town's Fees Bylaw. Each of the resulting urban residential lots would establish individual assessed market values and therefore expected to generate increased property tax revenues for the Town.

**POLICY:**

With respect to the Town's [Municipal Development Plan](#) (MDP), given that the proposed changes to the Town's Land Use Bylaw would permit land uses that will enable the development of Phase 1 within the WestCreek ASP, the following policies require consideration:

- Section 2.1 establishes Growth Management policies intended to ensure timely and well-planned development in a manner that promotes fiscally and environmentally responsible growth.
- Section 2.2 outlines Community and Neighbourhood Design policies that are intended to guide the creation of neighbourhoods that are functional and vibrant spaces for residents to grow and thrive by instilling a strong sense of place and respecting the natural environment.
- Section 2.5 of the MDP includes Environmental Management policies that are intended to ensure that the creation of neighbourhoods are at the same time respectful of and sensitive to the natural environment, incorporating natural features into the neighbourhood where appropriate.
- Section 3.2 establishes policies for Residential Areas that are intended to ensure the creation of complete communities that offer a range of housing options that are suitable for the needs of both current and future residents of Strathmore.
- Section 3.7 of the Town's MDP includes policies for Wetlands that are intended to ensure that identified areas of wetland significance are protected and/or relocated as appropriate to ensure a "no net loss" of wetlands occurs within Strathmore.
- Sections 4.1 through 4.3 addresses transportation, underground utilities, and stormwater management; and,



- Section 4.5 outlines policies intended to help build a safe, all inclusive community through a variety of protective and emergency services capable of serving all facets of the public.

## **IMPLEMENTATION:**

The statutory Public Hearing for the proposed bylaw has been advertised in accordance with Section 606 of the MGA. The Public Hearing has also been advertised on the Town's social media accounts and website.

If the proposed bylaw is approved by Council, staff could then proceed with the further processing of the associated subdivision application (File # 25S-003) which would facilitate the subdivision of the lands into individual parcels and blocks of land as shown on the Concept Plan (see Attachment II).

If the proposed bylaw is refused by Council, there are no rights of appeal under the MGA as it relates to the application to amend the Town's Land Use Bylaw. The associated subdivision application would be impacted as the proposed individual parcels and blocks of land would not comply with the Town's Land Use Bylaw.

## **BACKGROUND:**

This application to amend the Town's [Land Use Bylaw No. 14-11](#) (LUB) on those lands described legally as Part of Lot 1, Block A, Plan 9410061, was received by the Town on March 14, 2025, and deemed to be a complete application on April 7, 2025. The re-designation being sought at this time pertains only to those lands forming Phase 1 of the WestCreek ASP.

There was an amendment to the WestCreek ASP that was adopted on May 7, 2025, and the amending bylaw is now in full force and effect (see Attachment IV). There is also a correction bylaw that is being considered by Council on June 18, 2025, which would add a map that was omitted due to error in the bylaw that amended the WestCreek ASP on May 7, 2025. Staff advises that the outcome of the correction bylaw has no impact on proposed Bylaw No. 25-08 that would amend the Town's LUB to re-designate lands within Phase 1 of the WestCreek ASP. Further to this, the application to amend the Town's LUB therefore continues to represent the next step in the land use planning process and it will facilitate the eventual subdivision of the lands within Phase 1 of the amended WestCreek ASP.

Those lands forming Phase 1 of the WestCreek ASP are outlined in blue hatching on both the Concept Plan and Land Use District Plan that were submitted by the applicant in support of their request to amend the Town's LUB. Both the Concept Plan and Land Use District Plan are attached to this report for reference purposes (see Appendix II & III).

The purpose of the proposed re-designation on the WestCreek Phase 1 lands is to facilitate the creation of 96 urban residential lots along with 3 blocks intended to be used for emergency services, stormwater, and open space purposes. The WestCreek Phase 1 lands would be

accessed from Wheatland Trail via construction of an east-west arterial road that is intended to be extended in a westerly direction as future phases of the WestCreek ASP are developed.

The lands are designated Residential along with three northerly portions being designated Wetlands on Figure 2: Land Use Concept Plan of the Town's MDP. The following policies in the MDP are highlighted as being of importance at this stage in the land use planning process and supportive of the development proposal to change the applicable land use districts within the WestCreek Phase 1 lands:

- **Policy 2.1.2** establishes a future residential density target of 8-10 residential dwelling units per gross acre (upa), which amounts to 19-24 units per gross hectare (uph). It is noted that the WestCreek ASP was adopted prior to the current MDP and originally established a residential density target of 6.5 upa (16 uph), which was recently amended to a range of 6-7.5 upa (14-18 uph). Staff notes that the submitted Concept Plan provides for a proposed density across the entirety of the WestCreek ASP lands of approximately 7.8 upa (19 uph) based on an estimated 998 lots. Phase 1 will deliver a lower residential density of approximately 5 upa (12 uph) however across the entirety of the site it is anticipated that this reduced density will be made up elsewhere. Staff will also continue to monitor the overall density target as future phases are brought forward.
- **Policy 2.1.3** outlines that future development will occur in an orderly progression and that development phasing takes into account the availability of infrastructure while ensuring fiscal sustainability. It is noted that the WestCreek Phase 1 lands would be accessed from Wheatland Trail and to the immediate west of the proposed new east-west arterial road intersection. Infrastructure Services has also confirmed that municipal infrastructure with sufficient capacity is available in the area.
- **Policy 2.2.1** outlines that good community and neighbourhood design should connect existing neighbourhoods and lands within an approved ASP. Staff notes that the WestCreek ASP will connect to an existing residential neighbourhood to the immediate south (eg. Westview Street, Wheeler Place, etc.). The WestCreek Phase 1 lands in particular includes lands that will help to eventually provide a linear open space connection to the residential area situated to the south. Future phases will also provide road network connections.
- **Policy 2.5** applies to the entirety of the WestCreek ASP, however staff notes that the WestCreek Phase 1 development proposal is consistent with Section 4.3.2 of the WestCreek ASP which reads, "Wetlands on the western lands will be removed in accordance with Alberta government policies and [Water Act](#) approvals and be compensated by development of a wetland conservation and interpretation area on the eastern lands provided by relevant parties recognized by Alberta Environment and the Town of Strathmore. This will facilitate the retention of important wetlands and open space areas on the eastern lands in its natural state." Staff advises that the WestCreek Phase 1 re-designations under the Town's LUB meet the MDP's intention of ensuring that the creation of neighbourhoods are at the same time respectful of and sensitive to the natural environment through the incorporation of natural features into the neighbourhood where appropriate.
- **Policy 3.2.1** requires that all new residential development provide a wide range of housing types to meet varying housing needs. The proposed districts within the

WestCreek Phase 1 area will provide for a range of urban residential districts that permits a variety of built-forms with a flexible range of development standards, which should allow for a range of housing needs and preferences to be addressed. For example, the proposed "DC-R1S" District will permit single-detached dwelling on smaller lots with zero-lot line options, while the proposed "DC-R2" District will allow for duplex dwellings and semi-detached dwellings. As per **Policy 3.2.16**, it is also noted that Secondary Suites will also remain an important potential accessory residential dwelling unit option within each of the proposed direct control districts subject to the development permit process as they will remain discretionary uses in each case.

- **Policy 3.2.9** encourages a mix of laned and laneless subdivisions on Residential lands. Staff notes that the Concept Plan submitted in support of the WestCreek Phase 1 development proposal includes both laned and laneless options capable of supporting residential dwellings in both the "R1S" and "R2" Districts.
- **Policy 3.2.12** outlines that transportation infrastructure will be provided as required based on how phasing is planned within an ASP and any accompanying Traffic Impact Assessment (TIA) and the Town's Master Servicing Study. Staff advises that the TIA for the WestCreek ASP requires that for the initial phases (ie. up to 140 dwelling units) that the east-west arterial road be constructed and operational as a two-lane roadway between Wheatland Trail and the first site access, which is referred to as Westmount Drive on the Concept Plan for WestCreek Phase 1. Staff is of the opinion that the proposed phasing plan is in keeping with the WestCreek TIA.
- With respect to **Section 3.7** of the Town's MDP, the Biological Impact Assessment (BIA) that was submitted in support of the entire WestCreek ASP notes that in relation to the location of Wheatland Trail which divides the lands, "The most significant habitats on the property are wetlands on the eastern lands. In comparison, these are significantly more productive than wetlands on the western lands." The BIA further notes that the condition of the western lands have been significantly disturbed or altered through drainage, diversion of water from outside of the property, introduction of stormwater, locally heavy grazing by cattle, and the invasion of non-native plants. It is also noted that the loss of habitats on the western lands will be compensated for through the development of a wetland conservation-interpretation area on the eastern lands that will allow for the retention and enhancement of important wetlands, an increase in wetland area, and reclamation and enhancement of non-native/disturbed upland. The BIA concludes that the impacts associated with the overall WestCreek ASP toward cumulative regional habitat fragmentation, loss of wildlife corridor potential, and loss of regional biodiversity will be negligible or very minor.
- **Policy 4.1.1** requires that the lands be connected to the transportation network. It is noted that the lands forming WestCreek Phase 1 will have access to the transportation network via the east-west arterial road shown on the Concept Plan, which will be connected to Wheatland Trail. The WestCreek Phase 1 development proposal also provides for the opportunity to see construction begin on an east-west road that is identified as being a Major Arterial road on Figure 7 - Transportation Network of the Town's MDP. Development of the WestCreek ASP will also follow the TIA applicable to the development, which satisfies **Policy 4.1.3** of the MDP. The applicability of the TIA to the WestCreek Phase 1 lands is discussed above under the bullet point pertaining to **Policy 3.2.12**.

- **Policy 4.2.1** requires all new development to connect to the Town's municipal infrastructure system, while **Policy 4.2.2** and **Policy 4.2.3** address costing, installation and design considerations for services and utilities needed to service the WestCreek Phase 1 lands. Staff notes that the development proposal will be serviced by municipal water and sanitary sewer infrastructure and the subdivision planning process will be utilized to further ensure that costing, installation and design requirements are fulfilled.
- **Policy 4.3.4** outlines that lands intended for stormwater management purposes be provided as Public Utility Lots (PUL). Staff notes that the WestCreek Phase 1 lands include a south-easterly block of land for stormwater purposes and that the subdivision planning process will secure these lands are a PUL. This stormwater management facility will also be later designed and constructed according to the Town's standards as per **Policy 4.3.9**.
- **Policy 4.5.1** outlines that the provision of emergency and protective services will be adequate to cover the growing population, while **Policy 4.5.2** outlines that the Town shall work to identify locations that are appropriate for future emergency response needs based on growth patterns. Staff notes in this regard that the applicant has worked collaboratively with Development Services, Infrastructure Services, and the Fire Department to determine the provision of an appropriately-sized and located block of land that is capable of meeting emergency services and response needs as growth occurs over the long term in this part of the Town.

With respect to Town's LUB, the lands are currently zoned "R1", Single Detached Residential, "R1S", Single Detached Residential (Small Lot), "R2", Low Density Residential, "RX", Attached Housing, and "UR", Urban Reserve under the Town's LUB. The proposed amendment to the Town's LUB would rezone the lands to "DC-R1", Direct Control – Single Detached Residential, "DC-R1S", Direct Control – Single Detached Residential (Small Lot), "DC-R2", Direct Control – Low Density Residential, and "P1", Public Service District. The proposed direct control districts would permit the following:

- "DC-R1": Reduced minimum lot area, minimum lot size for corner lots, a minimum site width, while permitting smaller side-yard setbacks.
- "DC-R1S": Reduced minimum site width and reduced side-yard setbacks. A zero-lot line is also introduced on one side, with a private maintenance easement on the other.
- "DC-R2": Reduced minimum lot area, minimum site width, and minimum yard setbacks.

Further to the above, staff advises that the first reading report referenced a portion of the Phase 1 lands being rezoned to "R2X", Medium Density Attached Housing District" on the basis that the application form requested such, however it has since been confirmed and evident on the submitted Land Use District Plan that there are no "R2X" lots proposed within the boundaries of Phase 1. The proposed bylaw attached to this report therefore does not include any lands being rezoned to "R2X."

With respect to the Town's LUB, staff in general have no concerns with the development proposal or the requested land use districts that would accommodate the proposed urban residential, emergency services, stormwater, and open space uses and have the following comments:

- **Direct Control Districts:** The use of direct control residential districts (ie. "DC-R1", "DC-R1S" & "DC-R2" are viewed as appropriate in terms of ensuring that development occurs within WestCreek Phase 1 that is both in keeping with the larger WestCreek ASP and responsive to current urban residential housing trends and preferences. The use of direct control districts will also bring enhanced clarity to "what can be built" on the urban residential lots by eliminating uncertainties around the issuance of development permits that require variances from the standard "R1", "R1S" and "R2" Districts.
- **"P1", Public Services District:** The "P1" District permits a broad range of public service uses, including Protective Emergency Services which is the intended to be the longer-range use of this block of land at the intersection of Wheatland Trail and the new east-west arterial road. Applicable development standards in the "P1" District are at the discretion of the approval authority, which will allow for any future Protective Emergency Services use to be accommodated with appropriate and suitable development standards taking into account the size and shape of this block of land. The blocks of land provided for stormwater and open space use would also be within the "P1" District and are also of sufficient size and shape to allow for their proper utilization.

Staff previously noted at first reading of Bylaw No. 25-08 that the application had been circulated to relevant internal and external agencies and departments for review and comment. At the time of writing this report, the following comments have been received or updated from circulated agencies and departments:

- ATCO Gas Distribution has no concerns.
- Alberta Transportation and Economic Corridors (ATEC) has reviewed the application and have no concerns. ATEC has noted that the only new highway access that shall be permitted shall be the intersection of the proposed North Boundary Road (as shown Attachment III: Land Use District Plan) and Highway 817 and that a Roadside Development Permit within the highway right-of-way shall be required for all construction proposed within the highway right-of-way. It is further noted that the intersection angle between Highway 817 and North Boundary Road should be between 70 - 90 degrees to ensure that longer and/or larger vehicles can safely navigate the intersection. ATEC comments further noted that Highway 817 has sufficient capacity to accommodate the development proposal. The applicant is otherwise required to follow all applicable ATEC policies and procedures and a copy of ATEC comments have been provided to the applicant.
- Fortis Alberta Inc. and Telus Communications have no concerns.
- Infrastructure Services (Town) is currently working with the applicant's design team to address outside agency comments and to determine appropriate sizing for servicing in and out of the development and to coordinate servicing connections with adjacent communities to minimize interruptions to affected services.
- RCMP has no concerns from a law enforcement perspective, but it is noted that certain information will be beneficial to have once construction starts, such as site contact and keyholder information in the event that site access is required during off-hours to address any site issues.
- Wheatland County notes that the development proposal appears to be consistent with the Town of Strathmore-Wheatland County Intermunicipal Development Plan (IDP). The development is outside of the area identified as Future Development Scenario and

pursuant to Section 2.3.7 of the IDP the lands are not adjacent to the municipal boundary between the Town and Wheatland County. Land use conflict is not expected between existing non-residential land uses in the County and the land uses proposed in the WestCreek development.

- No other circulated agencies or department have presented any comments and/or concerns with respect to the development proposal.

### **KEY ISSUE(S)/CONCEPT(S):**

The entirety of the WestCreek ASP lands were previously zoned to permit urban residential development, however the proposed amendment to the Town's LUB is intended to align Phase 1 of WestCreek with those approved changes that were recently made to the overall WestCreek ASP. Although timing is not known at this time, staff advises that future application(s) to amend the existing zoning on the lands will need to be submitted for future phases of construction that will serve to further implement the updated WestCreek ASP.

As previously mentioned in this report, the Town is also concurrently processing an application for subdivision on the lands that cannot proceed to a decision until Town's LUB has been amended.

### **DESIRED OUTCOMES:**

Staff are supportive of the Phase 1 WestCreek development proposal and recommend that Council proceed with the statutory Public Hearing and consider all information received during the Public Hearing before proceeding with a second reading and third reading of Bylaw No. 25-08.

### **COMMUNICATIONS:**

Staff has advertised the Public Hearing by including written notices in the Strathmore Times and on the Town's social media accounts, as well as publishing the notices on the Town's website and by sending the notices by regular hand-delivered mail to adjacent landowners. At the time of writing this report, staff have not received any letters, emails or phone calls with respect to the proposed bylaw to establish land use permissions for WestCreek Phase 1 under the Town's Land Use Bylaw.

The applicant hosted a public open house for both the proposed WestCreek ASP amendment and WestCreek Phase 1 re-designation on March 27, 2025, between the hours of 6:00 p.m. and 8:00 p.m. in the East Hall at the Centennial Civic Centre on Brent Boulevard in Strathmore. The public notice provided by the applicant noted that there would be opportunity to review materials, speak with the project team, and provide feedback. While the public notice further referenced town representatives being in attendance, it is noted that the event was entirely hosted by applicant and intended to communicate their development proposal to the public ahead of the matters proceeding to Council for consideration.

Attached to this report for reference purposes is a copy of the applicant's engagement summary entitled "What We Heard Report," dated April 21, 2025, which was received by Development Services on May 6, 2025.

### **ALTERNATIVE ACTIONS/MOTIONS:**

Council may support the recommendation or defer the Public Hearing and/or second and third readings of the proposed bylaw. If Council were to defer the next steps and/or decide to not hold a Public Hearing and/or complete second and third readings of the proposed bylaw, the application would be deemed to have been refused.

### **ATTACHMENTS:**

[Attachment I: Bylaw No. 25-08 - WestCreek Phase 1](#)

[Attachment II: Concept Plan - WestCreek ASP](#)

[Attachment III: Land Use District Plan - WestCreek ASP](#)

[Attachment IV: WestCreek ASP Amending Bylaw No. 25-07](#)

[Attachment V: Engagement Summary - What We Heard Report \(Applicant\)](#)

Chuck Procter, Manager of Development Services

Approved  
- 05 Jun  
2025

Jamie Dugdale, Director of Infrastructure, Operations, and Development Services

Approved  
- 06 Jun  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 12 Jun  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 12 Jun  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 13 Jun  
2025

**BYLAW NO. 25-08  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA  
TO AMEND THE LAND USE BYLAW NO. 14-11.**

**WHEREAS** the *Municipal Government Act*, being Chapter M-26, of the *Revised Statutes of Alberta 2000* and amendments thereto provides authority for the Town to regulate such matters;

**AND WHEREAS** Council holds public hearings as required by Section 692 of the *Municipal Government Act*, R.S.A. 2000, c.M-26 as amended;

**NOW THEREFORE BE IT RESOLVED THAT** the Municipal Council of the Town of Strathmore, in the Province of Alberta duly assembled **HEREBY ENACTS AS FOLLOWS:**

**1. SHORT TITLE**

- 1.1 This Bylaw may be cited as the "Land Use Bylaw Amending Bylaw No. 25-08".

**2. AMENDMENTS**

- 2.1 That Bylaw No. 14-11 Schedule A – Land Use District Map is amended by changing the land use designation of Part of Lot 1, Block A, Plan 9410061, from "R1", Single Detached Residential, "R1S", Single Detached Residential (Small Lot), "R2", Low Density Residential, "RX", Attached Housing, and "UR", Urban Reserve to "DC-R1", Direct Control – Single Detached Residential, "DC-R1S", Direct Control – Single Detached Residential (Small Lot), "DC-R2", Direct Control – Low Density Residential, and "P1", Public Service District as shown below in Schedule "A" to this Bylaw.
- 2.2 That Bylaw No. 14-11 Schedules Section is amended as follows:
- a) By adding a new Schedule E26 – Direct Control District Overlay – WestCreek Phase 1;
  - b) By adding the following regulations under Schedule E26 – Direct Control District Overlay – WestCreek Phase 1:



## **"1. APPLICATION**

- 1.1 The provisions of this Direct Control District Overlay apply to those lands described legally as Part of Lot 1, Block A, Plan 9410061, known municipally as 0 Wheatland Trail and shown on Figure 1 below:



**Figure 1: Direct Control District Overlay – WestCreek Phase 1**

- 1.2 The provisions of Section 4.1 – “R1”, Single Detached Residential District, Section 4.3 – “R1S”, Single Detached Residential (Small Lot) District, and Section 4.4 – “R2”, Low Density Residential District shall apply to the subject lands unless the provisions of this Direct Control District Overlay conflict with Sections 4.1, 4.3, or 4.4 in which case the provisions of this Direct Control District Overlay must govern.

## **2. REGULATIONS**

- 2.1 Notwithstanding any other provision hereof to the contrary, within any area designated “DC(R1)” on Schedule E26, all provisions of this Bylaw applicable to the “R1” District shall apply subject to the following modifications:
- a) That a minimum site area of 315 m<sup>2</sup> is required;
  - b) That a minimum site area for corner lots of 372 m<sup>2</sup> is required;
  - c) That a minimum site width of 10.3 m for internal lots and 12.1 m for corner lots is required; and,
  - d) That a minimum side yard of 1.2 m from a side property line shared with an internal lot be required.
- 2.2 Notwithstanding any other provision hereof to the contrary, within any area designated “DC(R1S)” on Schedule E26, all provisions of this Bylaw applicable to the “R1S” District shall apply subject to the following modifications:
- a) That a minimum site width of 7.9 m for internal lots and 9 m for corner lots be required;
  - b) That the following minimum side yards for a principal building be provided:
    - i. 1.2 m from a side property line shared with an internal lot;

ii. 0 m from a side property line may be permitted for a Single Detached Dwelling where:

- A minimum 1.8 m private maintenance easement is registered against both the parcel containing the dwelling and the adjacent parcel of land that establishes a 0.3 m eaves encroachment provided that eaves are not closer than 0.9 m to the eaves of a building on the adjacent parcel along with a minimum 0.6 m footing encroachment easement; and,
- All roof drainage from the building is discharged through eavestroughs and downspouts onto the same parcel on which the building is located.

2.3 Notwithstanding any other provision hereof to the contrary, within any area designated "R2" on Schedule E26, all provisions of this Bylaw applicable to the "R2" District shall apply subject to the following modifications:

- a) That a minimum site area of 220 m<sup>2</sup> is required;
- b) That a minimum site width of 7.3 m for interior lots and 9.1 m for corner lots be required; and,
- c) That a minimum side yard of 1.2 m from a side property line shared with an internal lot be required."

**3. EFFECTIVE DATE**

- 3.1 This Bylaw shall come into force and effect upon receiving third and final reading and being signed.

**READ A FIRST TIME** this \_\_\_\_\_ day of 2025

**PUBLIC HEARING HELD** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

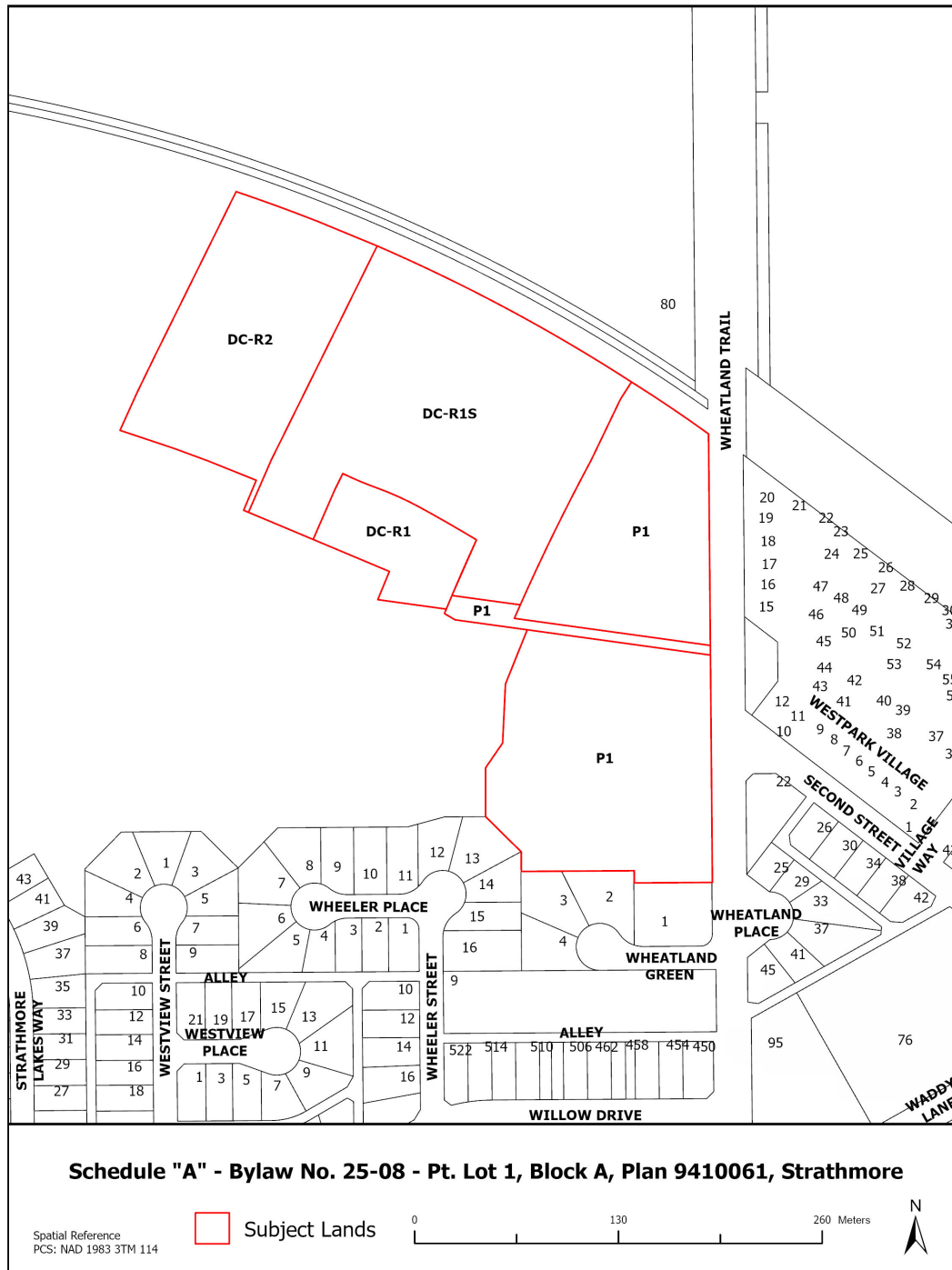
**READ A SECOND TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**READ A THIRD AND FINAL TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**DIRECTOR OF STRATEGIC, ADMINISTRATIVE & FINANCIAL SERVICES**

## Schedule "A"











**BYLAW NO. 25-07  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA****BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA  
TO AMEND BYLAW NO. 08-22 BEING THE WESTCREEK AREA STRUCTURE PLAN.**

**UNDER AUTHORITY** of and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, and amendments thereto, the Municipal Council of the Town of Strathmore in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS:**

1.0. Bylaw No. 08-22 being the Westcreek Area Structure Plan is amended by:

- 1.0.1. Add the following text to the Cover Page: "Amended May 07, 2025".
- 1.0.2. Deleting (i) from Section 1.2.3 Town of Strathmore Area Structure Plan Terms of Reference "(i) A future land use scenario that shall respect an overall gross density of 6.5 units per acre." and replacing it with "*(i) A future land use scenario that shall respect an overall gross density range of 6.0 - 7.5 units per acre.*"
- 1.0.3. Deleting: "Map 1. LOCATION" and replacing it with "*Map 1. Location Map*", as shown in Schedule 'A'.
- 1.0.4. Deleting: "Map 2. OWNERSHIP MAP" and replacing it with "*Map 2. Ownership Map*", as shown in Schedule 'A'.
- 1.0.5. Deleting from Section 4.1 EXISTING LAND USES the following sentence: "The lands contained within NW 15-24-25-W4 are currently designated County General Agriculture District (GA), while the balance of the west lands and the entire east lands are designated Urban Reserve District (UR)." and replacing it with "*The lands contained with NW 15-24-25-W4 are currently designated as Low Density Residential District (Add Zone Designation Here), and Medium Density Residential (Add Zone Designation Here), while the balance of the west lands and the entire east lands are designated Urban Reserve District (UR).*"
- 1.0.6. Deleting: "Map 4. EXISTING LAND USE" and replacing it with "*Map 4. Existing Land Use*", as shown in Schedule 'A'.
- 1.0.7. Deleting from Section 4.3.2 Policies the following sentence: "1. The loss of habitats on the western lands will be compensated by development of a



wetland conservation – interpretation area on the eastern lands provided by a number of parties including WestCreek Developments, Olds College, Alberta Environment, the Town of Strathmore and other interested groups that will allow for the retention and enhancement of important wetlands, an increase in wetland area, and reclamation and enhancement of non-native / disturbed upland.” and replacing it with *“Wetlands on the western lands will be removed in accordance with Alberta government policies and Water Act approvals and be compensated by development of a wetland conservation and interpretation area on the eastern lands provided by relevant parties recognized by Alberta Environment and the Town of Strathmore. This will facilitate the retention of important wetlands and open space areas on the eastern lands in its natural state.”*

1.0.8. Adding to Section 5.1 LAND USE CONCEPT MAP the following sentence below the “Land Use Statistics: Future Land Use Concept (Map 7)” table: *“The above table of land use statistics has been updated as per the adopted April XX, 2025 amendment to this ASP.”*

1.0.9. Deleting from Section 5.1 LAND USE CONCEPT MAP the following Table: **“Land Use Statistics: Future Land Use Concept (Map 7)”**

<b>2. Land Use</b>	<b>Hectares (+/-)</b>	<b>Acres (+/-)</b>	<b>% of ASP Area</b>
R-1 Single Detached Residential	15.91	39.32	20.4
R-2 Mixed Housing	17.13	42.32	21.9
R-2X Medium Density Attached Housing	1.13	2.8	1.4
Urban Reserve	28.65	70.80	36.7
Roadways	15.28	37.75	19.6
<b>Total Ownership Area</b>	<b>78.10</b>	<b>192.99</b>	<b>100.0</b>

”

and replacing it with the following table:

*“Land Use Statistics: Future Land Use Concept (Map 7?)*

<b>Land Use</b>	<b>Hectares (+/-)</b>	<b>Acres (+/-)</b>	<b>% of ASP Area</b>
<i>Low Density Residential (R1/R1S/R2)</i>	<i>± 30.08 ha</i>	<i>± 74.33 ac</i>	<i>38.5 %</i>
<i>Medium Density Residential</i>	<i>± 1.39 ha</i>	<i>± 3.43 ac</i>	<i>1.78 %</i>

<i>Park/Open Space (West lands)</i>	$\pm 2.57$ ha	$\pm 6.35$ ac	3.29 %
<i>Emergency Services (West Lands)</i>	$\pm 1.16$ ha	$\pm 2.87$ ac	1.48 %
<i>Public Utility Lot (Storm Pond West Lands)</i>	$\pm 1.85$ ha	$\pm 4.57$ ac	2.37 %
<i>Urban Reserve (East Lands)</i>	$\pm 26.62$ ha	$\pm 65.78$ ac	34.12 %
<i>Roadways</i>	$\pm 14.43$ ha	$\pm 35.66$ ac	18.46 %
<b>Total Ownership Area</b>	$\pm 78.10$ ha	$\pm 192.99$ ac	100 %

- 1.1.1. Deleting: "Map 7 FUTURE LAND USE CONCEPT" and replacing it with "Map 7. Future Land Use Concept", as shown in Schedule 'A'.
- 1.1.2. Deleting from Section 6.1.1 Purpose the following sentence: "The Residential Area comprises the majority of lands within the West Lands, identified as R-1, R-2 and R-2X on Map 7." and replacing it with "The Residential Area comprises the majority of lands within the West lands, identified as Low Density Residential (Zone Designation to be Added) and Medium Density Residential (Zone Designation to be Added) on Map 7."
- 1.1.3. Deleting from Section 6.1.1. Purpose.subsection (3) Density and Population of Residential Area the following sentences: "(a) In order to support the efficient provision of infrastructure, amenities and services and to use the land resource more efficiently, a residential density of approximately 6.5 units per acre should be achieved in the ASP area. This amounts to approximately 1002 dwelling units with a corresponding population of approximately 3,000, based on 3.0 persons per unit." and replacing it with "(a) In order to support the efficient provision of infrastructure, amenities and services and to use the land resource more efficiently, a residential density range of approximately 2.43 - 3.04 units per hectare (6.0 - 7.5 units per acre) shall be achieved in the ASP area. This amounts to approximately 925 – 1156 dwelling units with a corresponding population of approximately 2,775 – 3,468, based on 3.0 persons per unit."
- 1.1.4. Deleting from Section 6.1.1. Purpose, Subsection (3) Density and Population of Residential Area following table:

**"Density Summary**

Housing Type	Number of Units	% Total Units
--------------	-----------------	---------------

R-1 Single Family Detached	300	30%
R-2 Mixed Housing	660	66%
R-2X Medium Density Attached	42	4%
<b>Total Number Units</b>	<b>1002</b>	100%
<b>Net Developable Area</b>	<b>154.15 acres</b>	
<b>Residential Density</b>	<b>6.5 upa</b>	

”

and replacing it with:

**“Density Summary**

<b>Housing Type</b>	<b>Number of Units<sup>1</sup></b>	<b>% Total Units</b>
<i>Low Density Residential (R1/R1S/R2)</i>	<i>926</i>	<i>92.4%</i>
<i>Medium Density Residential</i>	<i>76</i>	<i>7.6%</i>
<i>Total Number Units</i>	<i>1002</i>	<i>100%</i>
<i>Net Developable Area</i>	<i>154.15 acres</i>	
<i>Residential Density</i>	<i>6.5 upa</i>	

”

- 1.1.5. Adding to Section 6.1.1. Purpose, Subsection (3) Density and Population of Residential Area the following footnote to the Density Summary table: “<sup>1</sup>*These numbers are preliminary and may be subject to change.*”
- 1.1.6. Deleting from Section 6.2.2 Policies, Subsection (4) Land Use Redesignation of Future Development Area following sentences: “(a) Upon reduction of the setback, lands within the wellhead setback area shall be designated as Single Detached Residential (R-1) and Mixed Housing (R-2), to conform with the zoning of lands surrounding the wellhead setback area, as illustrated in Map 7, Future Land Use Concept.” and replacing it with “*The redesignation of land within the WestCreek ASP shall be composed of Low Density Residential (XX), and Medium Density Residential (XX), Municipal Reserve (MR?), Public Utility Lot (PUL?), Emergency Services (XX) and Urban Reserve (UR) in accordance with the Future Land Use Concept, Map 7.*”
- 1.1.7. Deleting from Section 6.3.1 Purpose the following note under the Municipal Reserve Analysis table: “(2) Includes 6.15 acres of MR on West Lands and 6.72 acres of MR on East Lands” and replacing it with “*(2) Includes up to 6.35 acres of MR on West Lands and 6.7 acres of MR on East Lands*”

- 1.1.8. Deleting: "Map 8. RESERVE DEDICATION" and adding "*Map 8. Reserve Dedication*", as shown in Schedule 'A'.
  - 1.1.9. Deleting: "Map 9. TRANSPORTATION" and adding "*Map 9. Transportation*", as shown in Schedule 'A'.
  - 1.2.1. Deleting: "Map 10. WATER SYSTEM" and adding "Map 10. Water System", as shown in Schedule 'A'.
  - 1.2.2. Deleting: "Map 11 SANITARY SEWERS" and adding "*Map 11. Sanitary Sewers*", as shown in Schedule 'A'.
  - 1.2.3. Deleting: "Map 12 STORM SEWER SYSTEM" and adding "*Map 12. Storm Sewer System*", as shown in Schedule 'A'.
  - 1.2.4. Deleting: "Map 13 PHASING PLAN" and adding "*Map 13. Phasing Plan*", as shown in Schedule 'A'.
- 2.0. This Bylaw shall come into full force and effect upon the date of third and final reading.

**READ A FIRST TIME** this 2nd day of April, 2025

**PUBLIC HEARING HELD** this 7th day of May, 2025

**READ A SECOND TIME** this 7th day of May, 2025

**READ A THIRD AND FINAL TIME** this 7th day of May, 2025

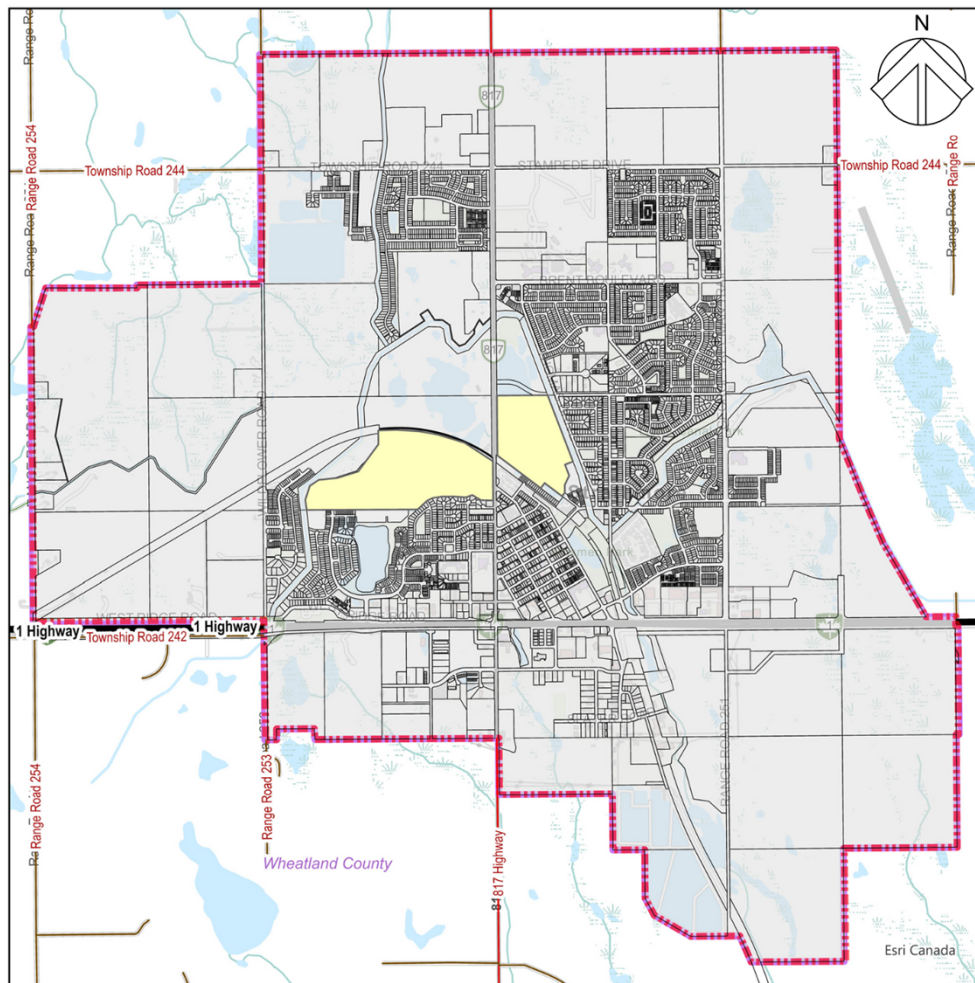
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Mayor

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Director of Strategic, Administrative  
& Financial Services

**SCHEDULE "A"**

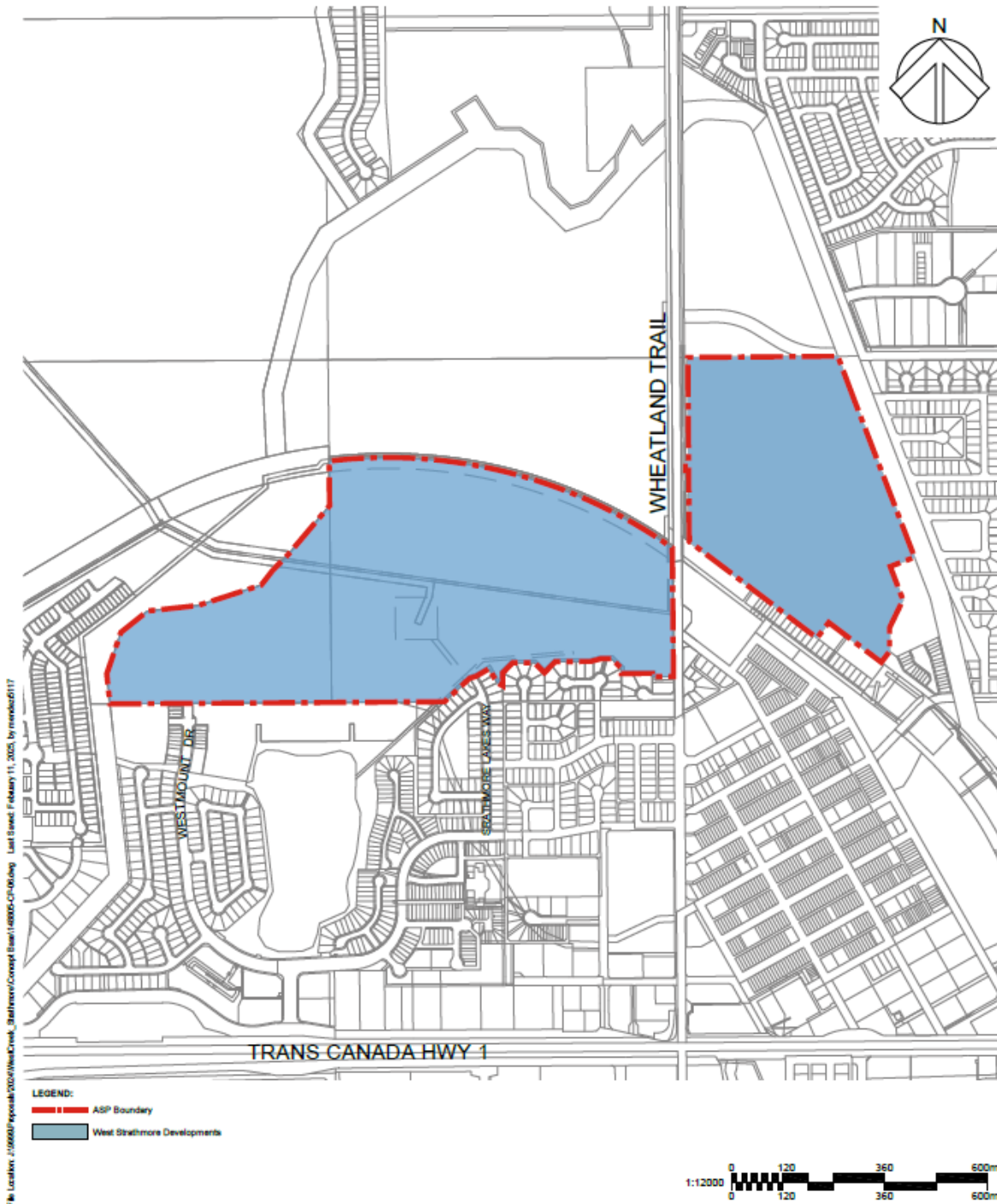


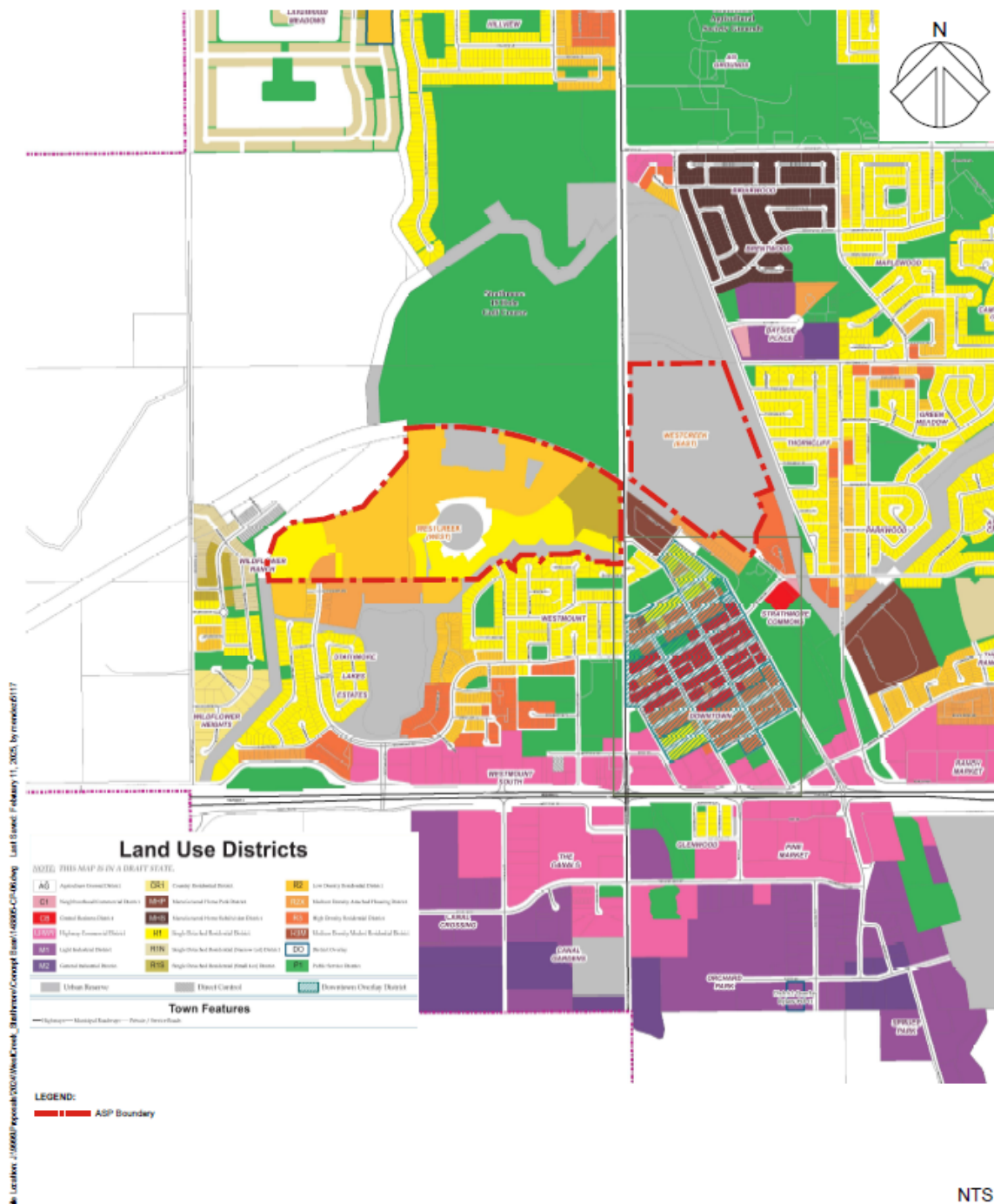
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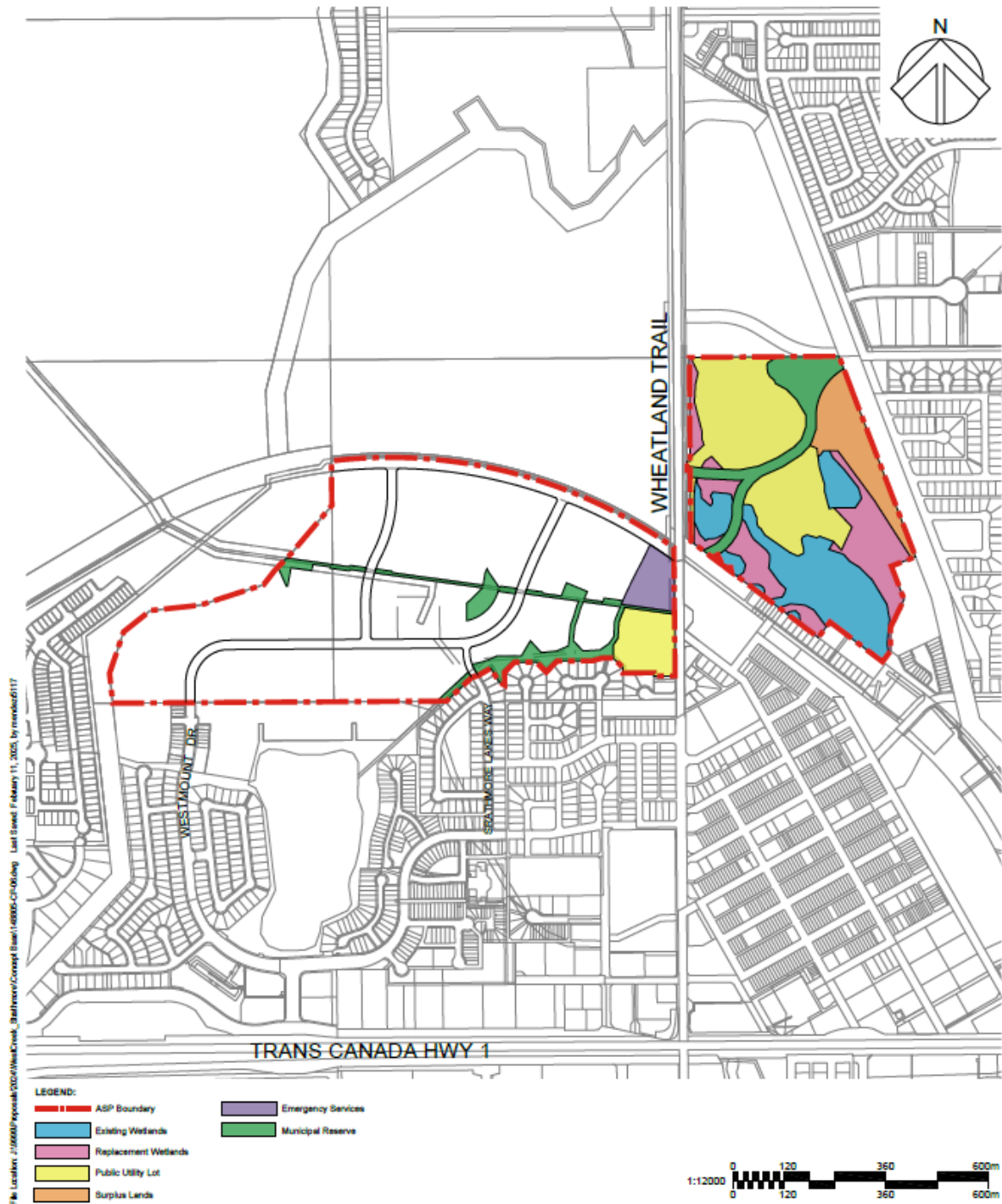
- Westcreek Area Structure Plan Amendment
- Town Boundary



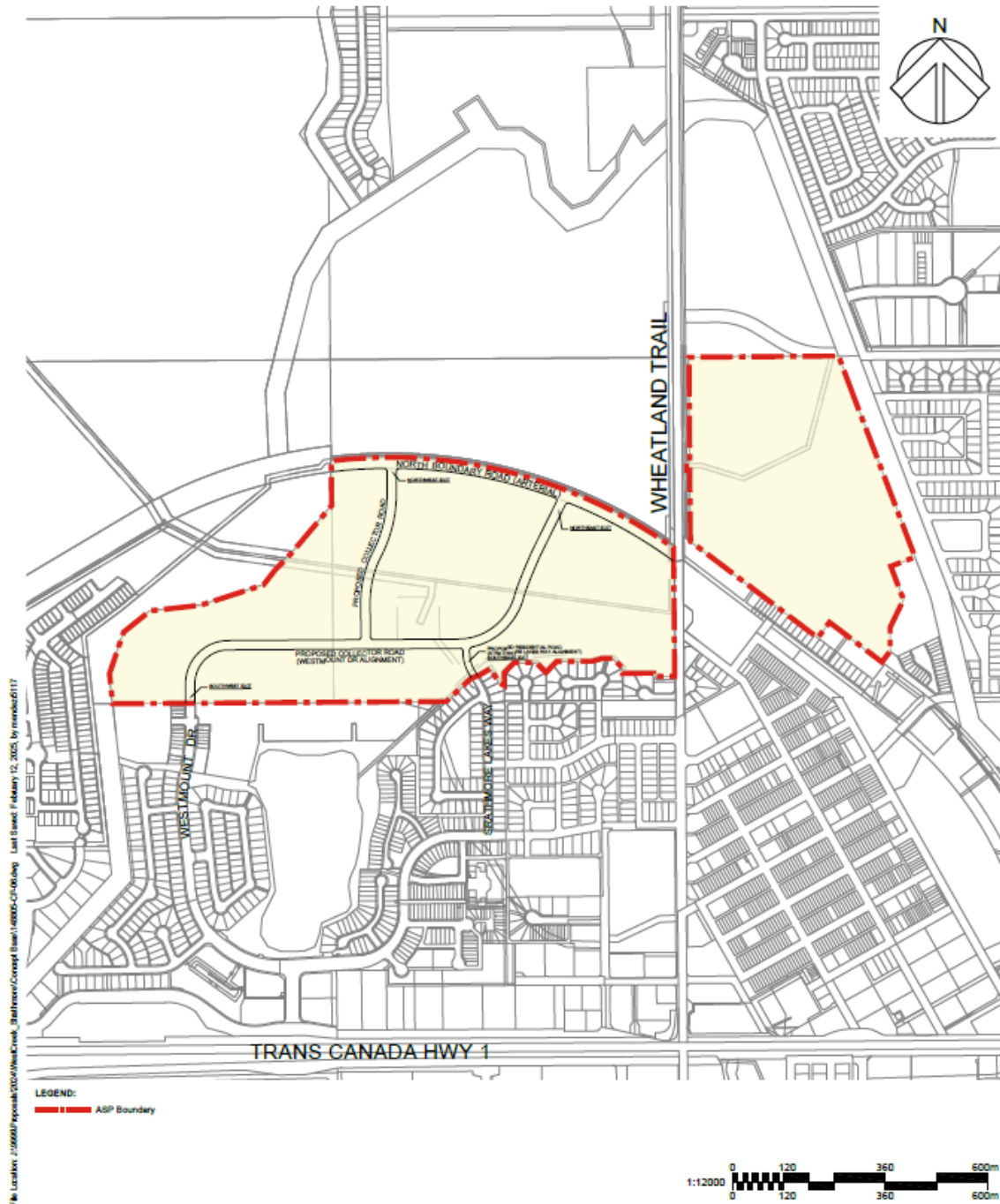


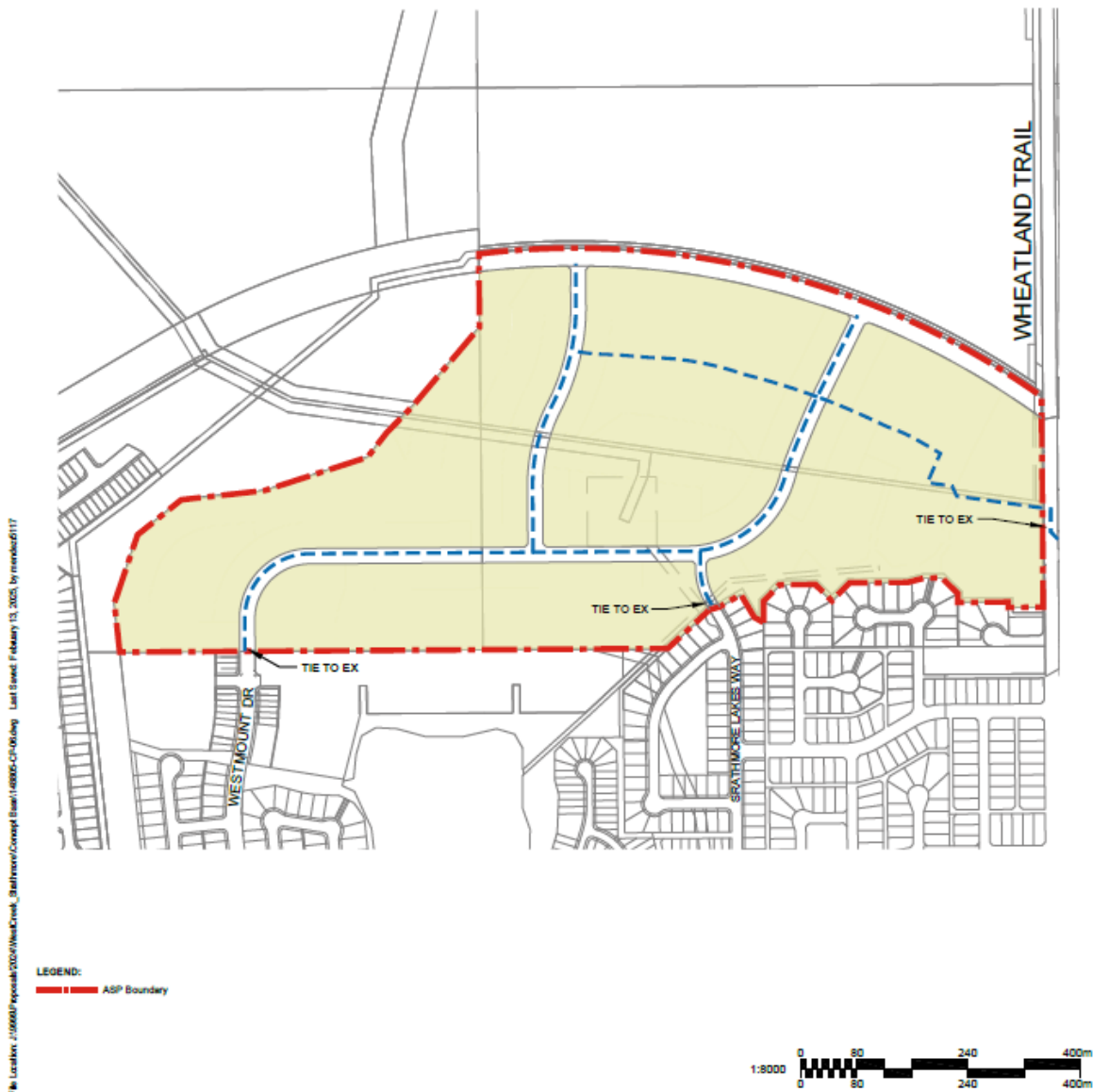
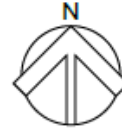


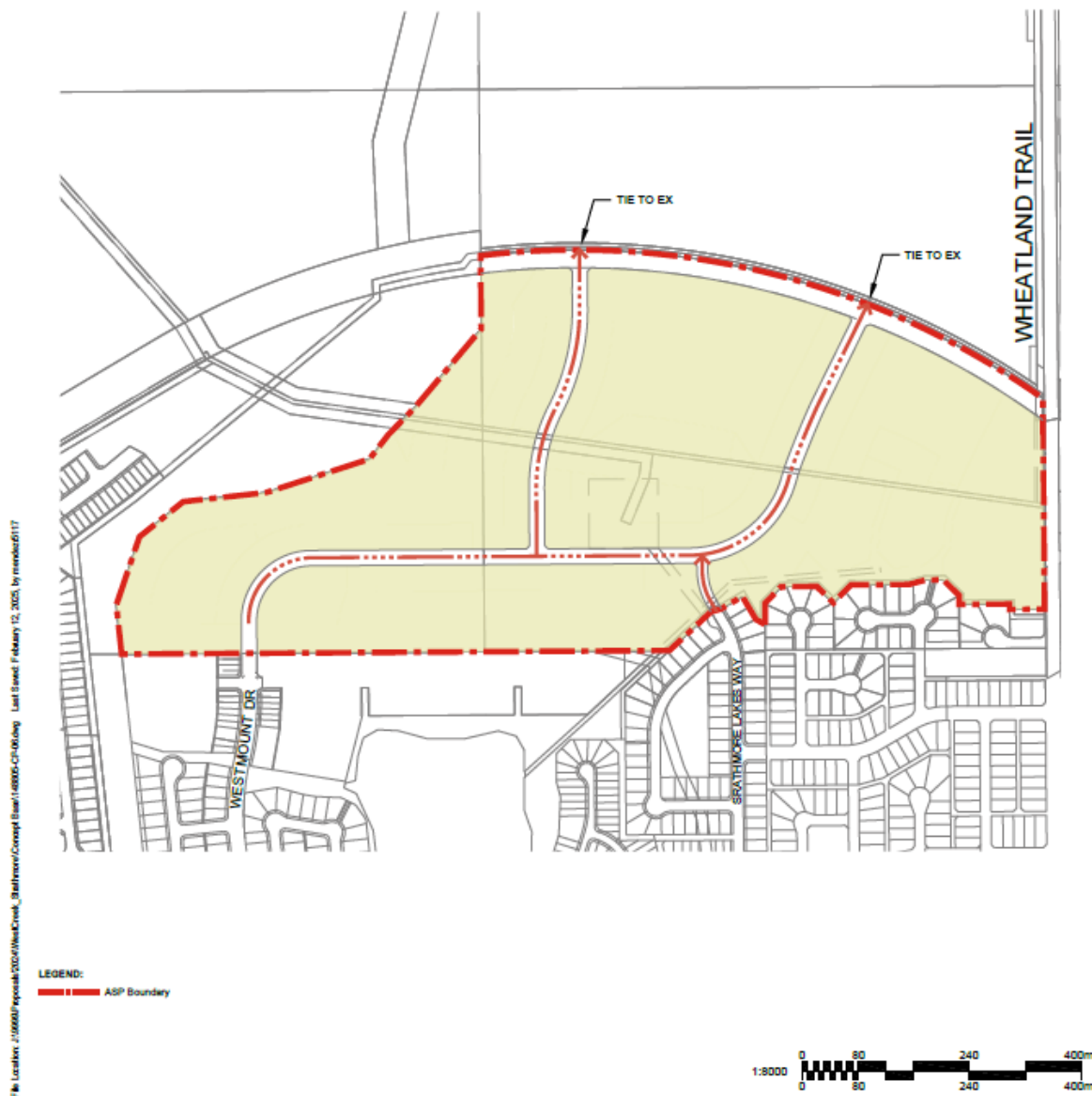
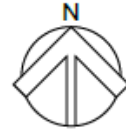


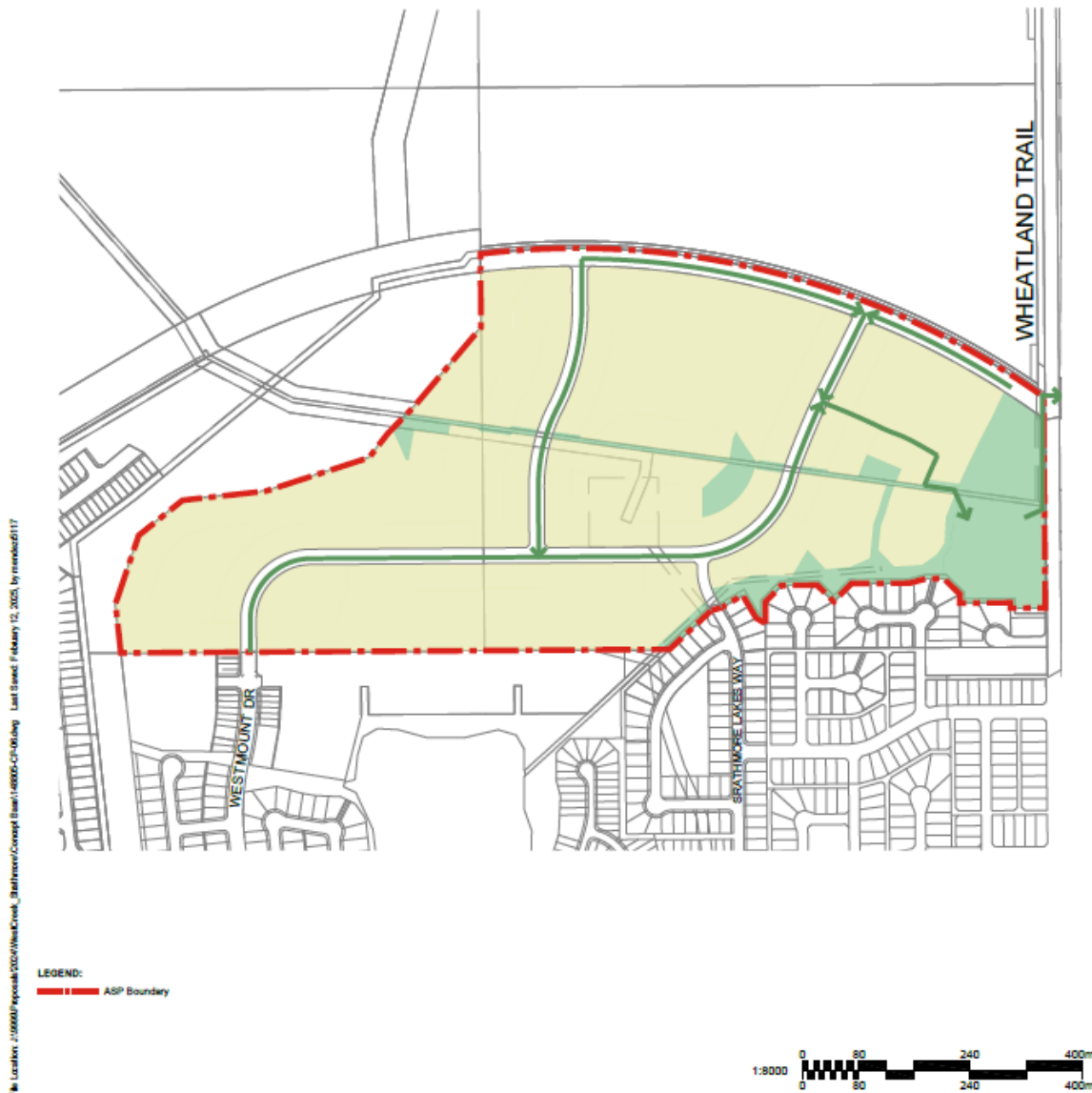
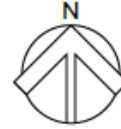


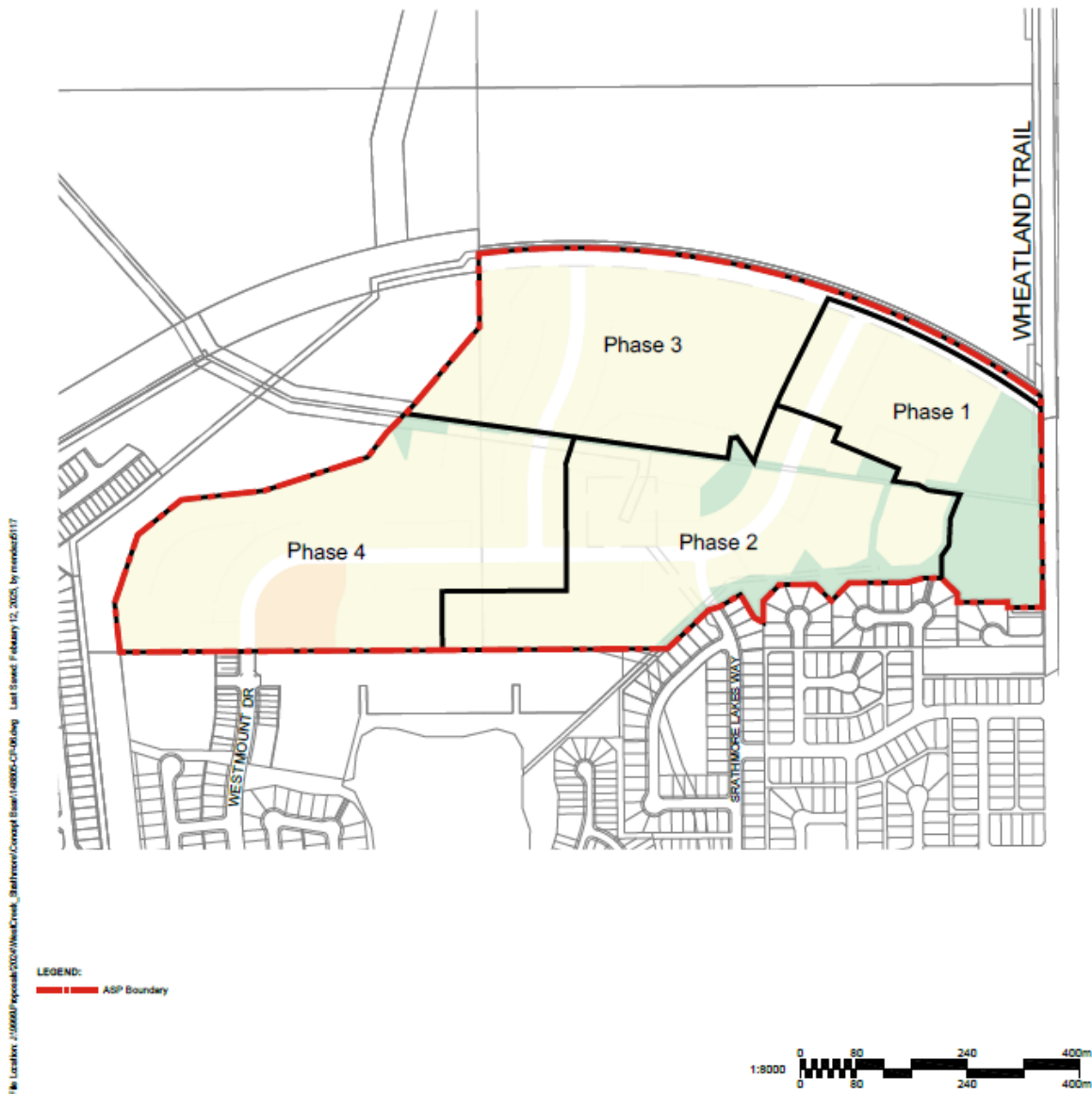
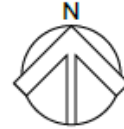














WestCreek Strathmore

# What We Heard Report

## Engagement Summary

April 21, 2025



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Verbatim Notes- Graffiti Board

# 1 Project Overview

Arcadis Professional Services (Canada) was retained by West Strathmore Developments Ltd. To lead the submission of two applications to the Town of Strathmore. These include an amendment to the WestCreek Area Structure Plan (ASP), and a Land Use Redesignation application for Phase 1 of the development area. These applications aim to align with an updated development vision and support growth in the Town of Strathmore.



Figure 1: Google Earth Aerial of Subject Site

## 1.1 Area Structure Plan Amendment

An application to amend the WestCreek Area Structure Plan (Bylaw No. 08-22) was submitted to the Town of Strathmore on February 14, 2025. The key changes proposed in the amendment include:

- Adjustments to residential density to allow for flexible range.
- Updates to the existing land use, land use statistics and density summary to align with the revised development concept.
- Policy text revisions under Section 4.3.2 of the ASP regarding the Wetlands.
- Multiple updated exhibits throughout the ASP to align with the new vision for the proposed development.

The ASP amendment applies to the the following legal parcels: Lot 1, Block A, 9310061, 4;25;24;25 NE W4M and 4;25;24;15 NW W4M.



## 1.2 Land Use Redesignation: Phase 1

An application for a Land Use Redesignation was submitted to the Town of Strathmore on February 28, 2025, for lands legally described as 4;25;24;15;NE and 4;25;24;15;NW. The proposed redesignation better reflects the updated development needs and conditions of the plan area, while optimizing the existing utility right of ways. A revised Land Use Concept Plan was submitted along with the application.

Currently, the lands are designated as Single Detached Residential (R1), Single Detached Residential Small Lot (R1S), Low Density Residential (R2), Medium Density Attached Housing (R2X), and Urban Reserve. The proposed redesignation introduces Direct Control (DC) districts modelled on the Town's R1, R1S, and R2 zones, with modifications to the regulations to allow for greater flexibility in housing type and lot design.

The proposed amendments for the DC districts are as follows:

- DC-R1: Reduced minimum lot area, minimum lot size for corner lots, a minimum site width, while permitting decreased side-yard setbacks.
- DC-R1S: Allows for a reduced minimum site width and reduced side-yard setbacks. A zero-lot line is also introduced on one side, with a private maintenance easement on the other.
- DC-R2: Reduces the minimum lot area, minimum site width, and minimum yard setbacks.

In addition, the redesignation also includes Medium Density Attached Housing District (R2X) and Public Service District (P1) to accommodate open space, emergency services, and stormwater infrastructure.

This application is intended to support a more diverse range of housing types, while remaining consistent with the Town's planning objectives and policies.

## 2 Engagement Process and Overview

The engagement strategy was designed to be transparent, inclusive and informative. The framework was centered on the following pillars:

### 1) Inform and Educate:

The primary objective was to ensure the public had clear and accessible information about the proposed WestCreek Area Structure Plan Amendment and Phase 1 Land Use Redesignation. This was done through various communication methods, including an advertisement in the Strathmore Times, a postcard mailout to nearby residents, open house and a dedicated project website.

### 2) Listen and Acknowledge

Residents were encouraged to share feedback through both an in-person open house and the project website. The input received was then acknowledged and documented.

### 3) Implement feedback received:

Community feedback was reviewed and considered during refinement of the concept plan. A set of frequently asked questions (FAQs), shaped by the feedback received, was also prepared for posting online.


To further promote accessibility, the engagement display boards were posted online after the open house. This ensured that residents unable to attend in person could still review materials and provide feedback through the website's dedicated feedback tab.

Details on individual engagement tools are provided in the following sections.

[www.arcadis.com](http://www.arcadis.com)

### 2.1.1 Strathmore Times

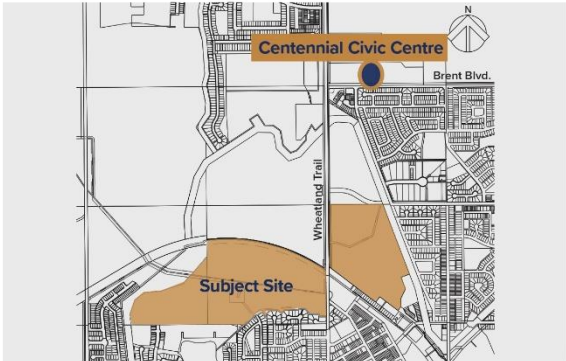
A newspaper advertisement was published in the Strathmore Times on March 19, 2025 (Page 9, Size 5" x 7.5"). The advertisement included project information, the proposed amendments and details on the upcoming open house.



## Minor Amendment to the WestCreek Area Structure Plan and Phase 1 Land Use Update


# OPEN HOUSE

March 27, 2025 – 6:00pm to 8:00pm  
at the Centennial Civic Centre - East Hall  
120 Brent Blvd, Strathmore, AB T1P 1E9



Join us for the Minor Amendment to the WestCreek Area Structure Plan and Phase 1 Land Use Update Open House.

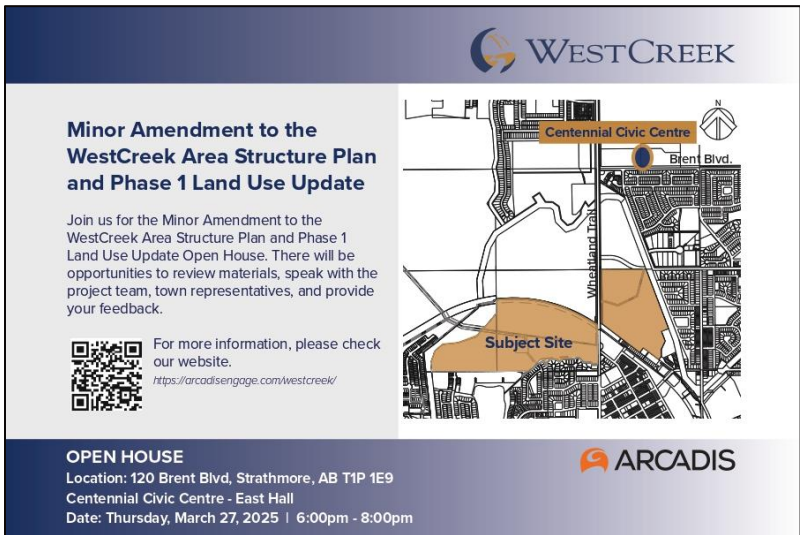
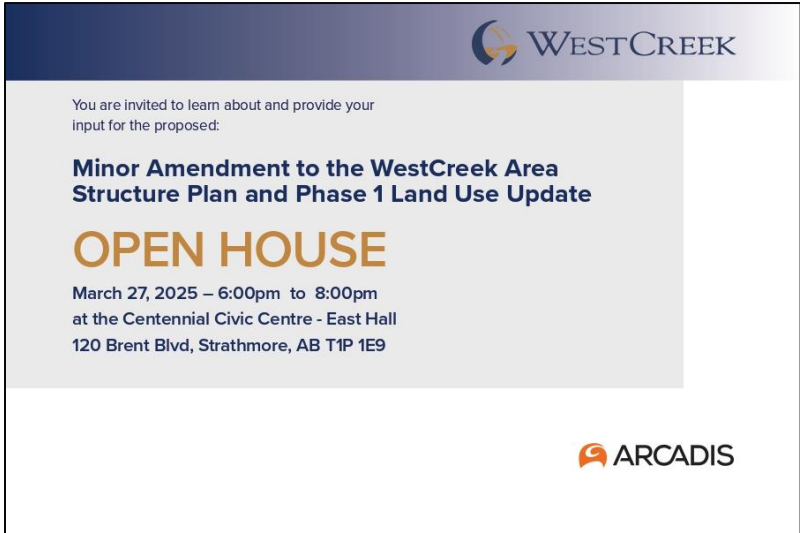
There will be opportunities to review materials, speak with the project team, town representatives, and provide your feedback.

 For more information please check our website  
<https://arcadisengage.com/>



# 2.1.2 Postcard Mailout

Postcards were mailed out to properties located within a 200-metre radius of the plan area. These postcards included information about the project, the proposed changes, and details regarding the open house.



### 2.1.3 Project Website

A dedicated project website was created (<https://arcadisengage.com/westcreek>), offering up-to date information on the project and acting as a central hub. The website included the following:

- Project overview and background
- Feedback tab
- A copy of the engagement display boards following the open house
- Frequently asked questions (FAQ) responding to common questions and comments

This platform ensured continuous access and feedback opportunities for those who were unable to attend in person or wanted to revisit the website for any project updates.

## 2.2 Open House

An open house was held on March 27, 2025, at the Centennial Civic Centre (East Hall) located at 120 Brent Blvd, Strathmore, AB. The event was advertised using the mediums discussed above. The event provided community members with an opportunity to review detailed project information and had the opportunity to speak directly with representatives from the Town of Strathmore, WestCreek Developments, and Arcadis.

Approximately 50 residents attended the session. 19 Display boards outlining proposed changes were displayed throughout the hall. Public input was received verbally during discussions, through the “graffiti board” (sticky note feedback on the display board) and via online submissions through the project website.

**ASP Amendment & Phase 1 Land Use Update**  **WESTCREEK**

## Welcome to the Open House





Please scan the QR Code to visit the website link.



Photos will be taken at this event. If you are not comfortable being in a photo, please let us know.

 **ARCADIS**



### 2.2.1 Images from the Open House Event





## 3 What We Heard Summary

The public open house for the WestCreek Area Structure Plan Amendment and Phase 1 Land Use Redesignation was held on March 27, 2025, at the Centennial Civic Centre in Strathmore. There were approximately 50 participants that joined the Open House.

### 3.1 Key Themes

#### Wetlands and Environmental Concerns

Several residents expressed concern about the potential loss of wetlands within the plan area. Among these some included concerns that areas characterized as “low-lying depressions” were actually functioning wetlands. There were multiple mentions of the land serving as a habitat for birds and wildlife, including:

- Great blue and back herons
- Swans, geese, ducks, pheasants and partridge
- Coyotes and deer



Residents voiced concerns about the ecological impact of development, advocating that there should be no loss of wetlands.

### **Stormwater Management and Flooding**

Residents adjacent to the proposed development area raised concerns about stormwater pooling into their backyards and increased flood risk. In particular, residents on Wheeler Place mentioned that sump pumps are frequently running during summer months and were concerned that wetland disturbance conditions could worsen the case.

### **Existing Gas Well/Pump**

There were a number of inquiries regarding the gas well or pump site within the development area, including questions around its status, potential removal and safety implications. Residents requested further clarity and confirmation on when it will be decommissioned.

### **Infrastructure and Community Services**

Feedback also included concerns that current infrastructure may not be equipped to handle population growth. The following services were identified as needing attention included:

- Emergency Response
- Health Services
- School Capacity

### **Parks, Open Space, and Green Areas**

Several attendees raised the issue of insufficient parks or green space, especially for families with young children. Suggestions were made to increase or better distribute open space throughout the community.

### **Density and Housing Form:**

Multiple residents had concerns regarding the proposed residential density, the following were discussed:

- Decreased lot sizes compared to the existing community;
- Reduced yard sizes;
- Loss of privacy and views;
- Perceived risk of increased fire spread due to reduced setbacks.

### **Increased Housing Opportunities:**

Some homeowners expressed support for the proposed development, welcoming the potential for community growth, new pathway connections to existing open space areas and new affordable housing opportunities in Strathmore.

## **4 Next Steps**

Arcadis, in collaboration with West Strathmore Developments, has made minor refinements to the concept plan to incorporate the feedback received during the Open House. Public Hearings have been scheduled for both submitted applications: the Land Use Redesignation and the Area Structure Plan Amendment.

# Appendix A.

## Verbatim Notes- Graffiti Board

## Tell us what you think



Please scan the QR Code to visit the website link.



### Verbatim Notes: Graffiti Board

Storm Drainage on South Surrounding Communities & Tie in

Flow of lot sizes from existing community not too small too quick

Great Blue and Black Heron are protected species and live in the wetlands

Natural wetland being destroyed. Home to swans, geese, partridge, pheasants.

Animal habitat being destroyed. Coyotes, pheasants, deer, other birds, nest, geese, ducks, etc.  
Decreased quality of life/neighbouhood.

Don't want pathway to come through to wheeler place. Enjoy our closed cul-de-sac.

Not Enough Green Space/parks

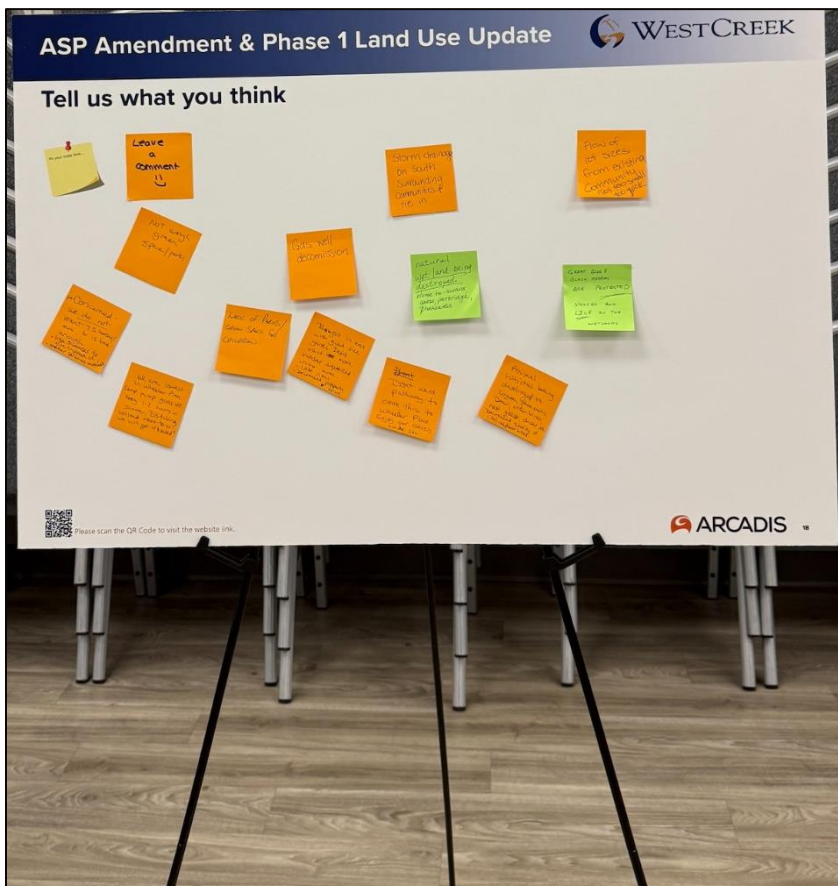
Gas well decommission

Concerned – we do not want 7.5 houses/acre. 6 is bad enough. Lose 3 houses to fire instead of 1.  
Smaller setbacks are undesirable.

We are lowest in wheeler place. Sump pump goes off every 1-2 hours in summer. Disturbing wetland  
next to us – we will get flooded!!

Lack of parks/green space for children.

Bought in area with good size yards. Don't want more houses squeezed into area. Lose View, and  
decreased property value.



Arcadis Professional Services (Canada) Inc.

227 11th Avenue SW, 3rd Floor

Calgary, Alberta T2R 1R9

Canada

Phone: 403 270 5600

Fax:

[www.arcadis.com](http://www.arcadis.com)



# Request for Decision

**To:** Council

**Staff Contact:** Chuck Procter, Manager of Development Services

**Date Prepared:** May 25, 2025

**Meeting Date:** June 18, 2025

**SUBJECT:** WestCreek Area Structure Plan Amending Bylaw No. 25-17

**RECOMMENDATION:** THAT Council give Second Reading to Bylaw No. 25-17, being a bylaw to amend the WestCreek Area Structure Plan Bylaw 08-22.

THAT Council give Third Reading to Bylaw No. 25-17, being a bylaw to amend the WestCreek Area Structure Plan Bylaw 08-22.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

---

## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:



N/A

---

**IMPLICATIONS OF RECOMMENDATION:**

**GENERAL:**

N/A

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

N/A

**POLICY:**

N/A

**IMPLEMENTATION:**

N/A

---

**BACKGROUND:**

Pending the outcome of the Public Hearing, this bylaw is ready for second and third reading.

---

**KEY ISSUE(S)/CONCEPT(S):**

N/A

**DESIRED OUTCOMES:**

N/A

**COMMUNICATIONS:**

N/A

**ALTERNATIVE ACTIONS/MOTIONS:**

1. Council may choose to give Second and/or Third Reading.

2. Council may take no further action.

**ATTACHMENTS:**

[Attachment I Bylaw No. 25-17 WestCreek ASP Amendment](#)

[Attachment II: 07\\_Exhibit-LU \(P\)](#)

---

Jamie Dugdale, Director of Infrastructure, Operations, and Development Services

Approved  
- 10 Jun  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 12 Jun  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 12 Jun  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 13 Jun  
2025

**BYLAW NO. 25-17  
OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

---

**BYLAW NO. 25-17  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA  
TO AMEND BYLAW NO. 08-22 BEING THE WESTCREEK AREA STRUCTURE PLAN.**

**UNDER AUTHORITY** of and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, and amendments thereto, the Municipal Council of the Town of Strathmore in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS:**

1.0. Bylaw No. 08-22 being the Westcreek Area Structure Plan is amended by:

1.1.1 Deleting: "Map 7 FUTURE LAND USE CONCEPT" and replacing it with "*Map 7 Future Land Use Concept*", as shown in Schedule "A".

2.0 This Bylaw shall come into full force and effect upon the date of third and final reading.

**READ A FIRST TIME** this \_\_\_ day of \_\_\_\_, 2025

**PUBLIC HEARING HELD** this \_\_\_ day of \_\_\_\_, 2025

**READ A SECOND TIME** this \_\_\_ day of \_\_\_\_, 2025

**READ A THIRD AND FINAL TIME** this \_\_\_ day of \_\_\_\_, 2025

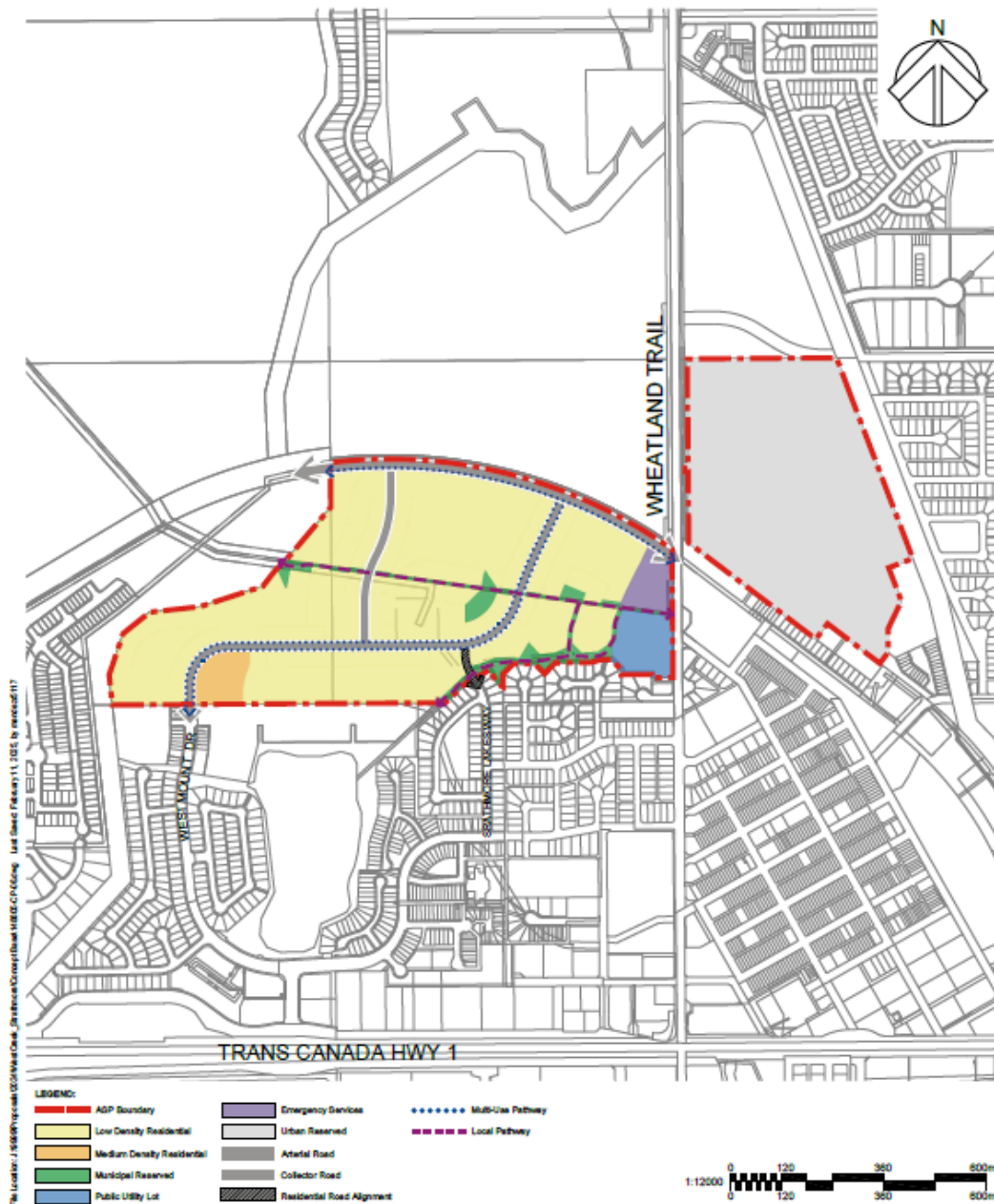
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Mayor

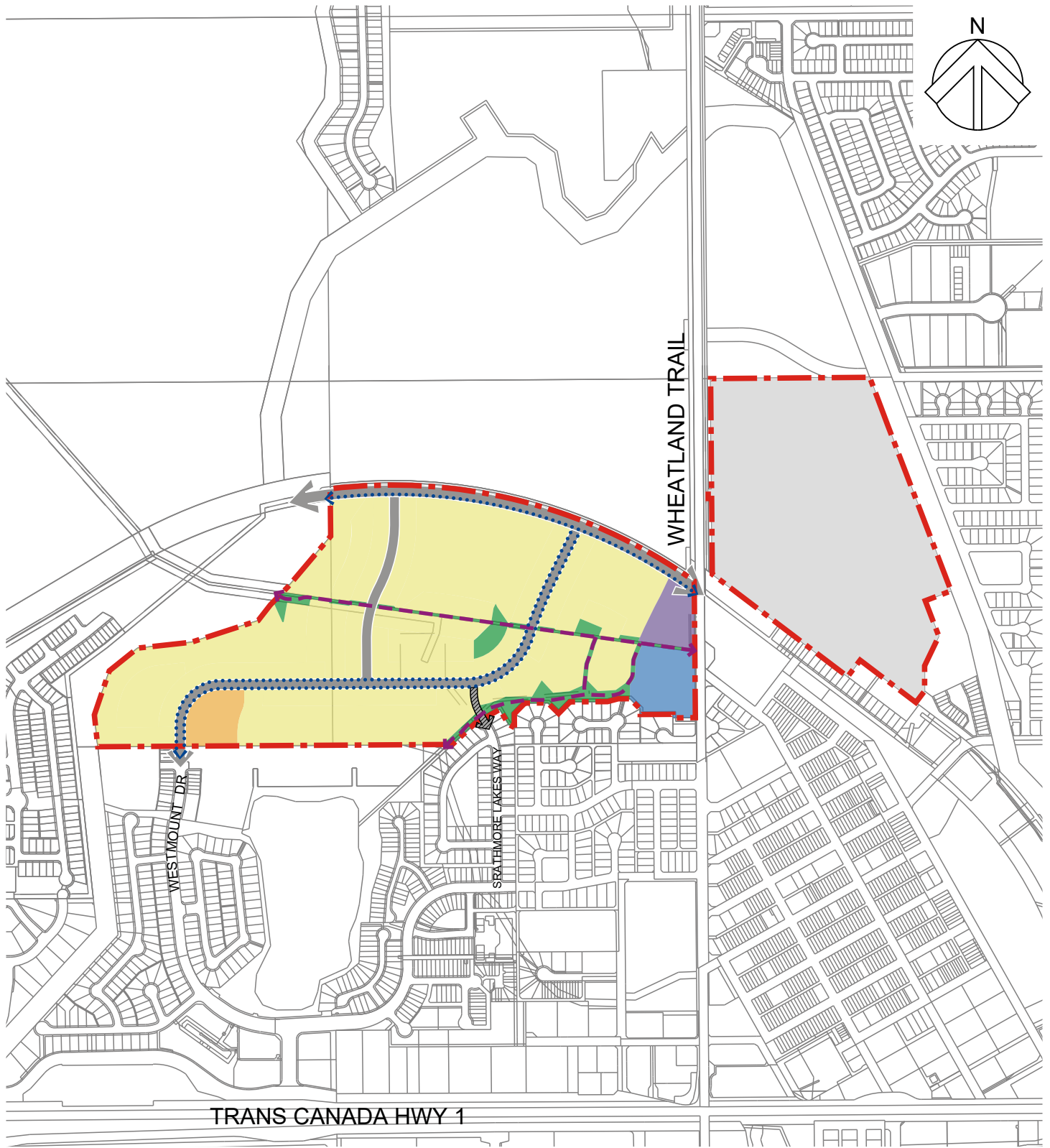
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Director of Strategic, Administrative  
& Financial Services

**SCHEDULE "A"**  
Map 7 Future Land Use Concept



File Location: J:\9999\Proposals\2024\WestCreek\_Strathmore\Concept Base\148805-CP-06.dwg Last Saved: February 11, 2025, by menderz5117



**LEGEND:**

	ASP Boundary		Emergency Services		Multi-Use Pathway
	Low Density Residential		Urban Reserved		Local Pathway
	Medium Density Residential		Arterial Road		
	Municipal Reserved		Collector Road		
	Public Utility Lot		Residential Road Alignment		







# Report for Council

**To:** Council

**Staff Contact:** Glen Ferguson, Senior Planner

**Date Prepared:** June 2, 2025

**Meeting Date:** June 18, 2025

**SUBJECT:** Land Use Bylaw Amending Bylaw No. 25-08 (WestCreek Phase 1, Strathmore)

**RECOMMENDATION:** THAT Council give Second reading to Bylaw No. 25-08, being a bylaw to amend the Town of Strathmore Land Use Bylaw;

THAT Council give Third and Final reading to Bylaw No. 25-08, being a bylaw to amend the Town of Strathmore Land Use Bylaw.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

The proposed amendments to the Town's Land Use Bylaw would positively contribute to the strategic priority area of Affordable Living by increasing the availability and supply of urban residential lots and by encouraging housing starts that are capable of providing attainable housing options within Phase 1 of the WestCreek Area Structure Plan (ASP).

Development of the WestCreek ASP would also contribute to the strategic priority area of Intentional Community Development by improving community connectedness through the provision of an east-west arterial road, local road connections to existing urban residential development to the south, and the establishment of linear open space.

The WestCreek ASP would further contribute to the strategic priority area of Community Wellness through the provision of block of land for emergency services purposes at the south-east corner of Wheatland Trail and the future east-west arterial road.

With respect to the Economic Development priority area, the re-designations would allow for construction to begin within the WestCreek ASP - a planned urban growth community in Strathmore.

---

## **SUSTAINABILITY**

### **ECONOMIC SUSTAINABILITY:**

The overall development proposal would promote Economic Sustainability by enabling the activation of urban residential development within the WestCreek ASP, which can be expected to encourage further direct and indirect investments in the local community thereby furthering local economic growth, as well as fostering synergies with available or future employment opportunities in Strathmore.

### **SOCIAL SUSTAINABILITY:**

The proposed re-designations support Social Sustainability by facilitating the accommodation of a range of low density, urban residential built-forms (eg. single-detached, semi-detached, duplex) on lots of various sizes within Phase 1 of the WestCreek ASP. This range of built-forms and lot sizes will allow for more housing choice that caters to a wider range of income brackets and lifestyles. Phase 1 of the WestCreek ASP also includes blocks of land for future emergency services needs, stormwater management infrastructure, and linear open space - all of which contributes positively toward the notion of ensuring a consistently high quality of life for current residents, without compromising the quality of life of future residents.

### **ENVIRONMENTAL SUSTAINABILITY:**

There are no Environmental Sustainability concerns directly related to the land use re-designations that are currently being proposed for Phase 1 of the WestCreek ASP. There are a number of features within the overall WestCreek ASP that address environmental sustainability, including matters related to but not limited to biophysical resources, reserve dedication, servicing of the lands, and wetlands.

---

## **IMPLICATIONS OF RECOMMENDATION:**

### **GENERAL:**

If approved, the Town's Land Use Bylaw would be amended to establish urban residential, emergency services, stormwater, and open space land use permissions that will facilitate construction of Phase 1 within the WestCreek ASP.

### **ORGANIZATIONAL:**

Staff has invested the time necessary in preparing reports, actively engaging with the public (eg. abutting landowners) and ensuring proper distribution of the public notices for the Public Hearing.

#### **OPERATIONAL:**

N/A

#### **FINANCIAL:**

The proposed land use re-designation would result in 96 urban residential lots with each requiring the submission of development permit and building permits applications, which will include collection of applicable fees under the Town's 2025 [Fees Bylaw No. 24-25](#). Oversize charges and off-site levies would also be collected in accordance with the Town's Fees Bylaw. Each of the resulting urban residential lots would establish individual assessed market values and therefore expected to generate increased property tax revenues for the Town.

#### **POLICY:**

With respect to the Town's [Municipal Development Plan](#) (MDP), given that the proposed changes to the Town's Land Use Bylaw would permit land uses that will enable the development of Phase 1 within the WestCreek ASP, the following policies require consideration:

- Section 2.1 establishes Growth Management policies intended to ensure timely and well-planned development in a manner that promotes fiscally and environmentally responsible growth.
- Section 2.2 outlines Community and Neighbourhood Design policies that are intended to guide the creation of neighbourhoods that are functional and vibrant spaces for residents to grow and thrive by instilling a strong sense of place and respecting the natural environment.
- Section 2.5 of the MDP includes Environmental Management policies that are intended to ensure that the creation of neighbourhoods are at the same time respectful of and sensitive to the natural environment, incorporating natural features into the neighbourhood where appropriate.
- Section 3.2 establishes policies for Residential Areas that are intended to ensure the creation of complete communities that offer a range of housing options that are suitable for the needs of both current and future residents of Strathmore.
- Section 3.7 of the Town's MDP includes policies for Wetlands that are intended to ensure that identified areas of wetland significance are protected and/or relocated as appropriate to ensure a "no net loss" of wetlands occurs within Strathmore.
- Sections 4.1 through 4.3 addresses transportation, underground utilities, and stormwater management; and,
- Section 4.5 outlines policies intended to help build a safe, all inclusive community through a variety of protective and emergency services capable of serving all facets of the public.

## IMPLEMENTATION:

The statutory Public Hearing for the proposed bylaw has been advertised in accordance with Section 606 of the MGA. The Public Hearing has also been advertised on the Town's social media accounts and website.

If the proposed bylaw is approved by Council, staff could then proceed with the further processing of the associated subdivision application (File # 25S-003) which would facilitate the subdivision of the lands into individual parcels and blocks of land as shown on the Concept Plan (see Attachment II).

If the proposed bylaw is refused by Council, there are no rights of appeal under the MGA as it relates to the application to amend the Town's Land Use Bylaw. The associated subdivision application would be impacted as the proposed individual parcels and blocks of land would not comply with the Town's Land Use Bylaw.

## BACKGROUND:

This application to amend the Town's [Land Use Bylaw No. 14-11](#) (LUB) on those lands described legally as Part of Lot 1, Block A, Plan 9410061, was received by the Town on March 14, 2025, and deemed to be a complete application on April 7, 2025. The re-designation being sought at this time pertains only to those lands forming Phase 1 of the WestCreek ASP.

There was an amendment to the WestCreek ASP that was adopted on May 7, 2025, and the amending bylaw is now in full force and effect (see Attachment IV). There is also a correction bylaw that is being considered by Council on June 18, 2025, which would add a map that was omitted due to error in the bylaw that amended the WestCreek ASP on May 7, 2025. Staff advises that the outcome of the correction bylaw has no impact on proposed Bylaw No. 25-08 that would amend the Town's LUB to re-designate lands within Phase 1 of the WestCreek ASP. Further to this, the application to amend the Town's LUB therefore continues to represent the next step in the land use planning process and it will facilitate the eventual subdivision of the lands within Phase 1 of the amended WestCreek ASP.

Those lands forming Phase 1 of the WestCreek ASP are outlined in blue hatching on both the Concept Plan and Land Use District Plan that were submitted by the applicant in support of their request to amend the Town's LUB. Both the Concept Plan and Land Use District Plan are attached to this report for reference purposes (see Appendix II & III).

The purpose of the proposed re-designation on the WestCreek Phase 1 lands is to facilitate the creation of 96 urban residential lots along with 3 blocks intended to be used for emergency services, stormwater, and open space purposes. The WestCreek Phase 1 lands would be accessed from Wheatland Trail via construction of an east-west arterial road that is intended to be extended in a westerly direction as future phases of the WestCreek ASP are developed.

The lands are designated Residential along with three northerly portions being designated Wetlands on Figure 2: Land Use Concept Plan of the Town's MDP. The following policies in

the MDP are highlighted as being of importance at this stage in the land use planning process and supportive of the development proposal to change the applicable land use districts within the WestCreek Phase 1 lands:

- **Policy 2.1.2** establishes a future residential density target of 8-10 residential dwelling units per gross acre (upa), which amounts to 19-24 units per gross hectare (uph). It is noted that the WestCreek ASP was adopted prior to the current MDP and originally established a residential density target of 6.5 upa (16 uph), which was recently amended to a range of 6-7.5 upa (14-18 uph). Staff notes that the submitted Concept Plan provides for a proposed density across the entirety of the WestCreek ASP lands of approximately 7.8 upa (19 uph) based on an estimated 998 lots. Phase 1 will deliver a lower residential density of approximately 5 upa (12 uph) however across the entirety of the site it is anticipated that this reduced density will be made up elsewhere. Staff will also continue to monitor the overall density target as future phases are brought forward.
- **Policy 2.1.3** outlines that future development will occur in an orderly progression and that development phasing takes into account the availability of infrastructure while ensuring fiscal sustainability. It is noted that the WestCreek Phase 1 lands would be accessed from Wheatland Trail and to the immediate west of the proposed new east-west arterial road intersection. Infrastructure Services has also confirmed that municipal infrastructure with sufficient capacity is available in the area.
- **Policy 2.2.1** outlines that good community and neighbourhood design should connect existing neighbourhoods and lands within an approved ASP. Staff notes that the WestCreek ASP will connect to an existing residential neighbourhood to the immediate south (eg. Westview Street, Wheeler Place, etc.). The WestCreek Phase 1 lands in particular includes lands that will help to eventually provide a linear open space connection to the residential area situated to the south. Future phases will also provide road network connections.
- **Policy 2.5** applies to the entirety of the WestCreek ASP, however staff notes that the WestCreek Phase 1 development proposal is consistent with Section 4.3.2 of the WestCreek ASP which reads, "Wetlands on the western lands will be removed in accordance with Alberta government policies and [Water Act](#) approvals and be compensated by development of a wetland conservation and interpretation area on the eastern lands provided by relevant parties recognized by Alberta Environment and the Town of Strathmore. This will facilitate the retention of important wetlands and open space areas on the eastern lands in its natural state." Staff advises that the WestCreek Phase 1 re-designations under the Town's LUB meet the MDP's intention of ensuring that the creation of neighbourhoods are at the same time respectful of and sensitive to the natural environment through the incorporation of natural features into the neighbourhood where appropriate.
- **Policy 3.2.1** requires that all new residential development provide a wide range of housing types to meet varying housing needs. The proposed districts within the WestCreek Phase 1 area will provide for a range of urban residential districts that permits a variety of built-forms with a flexible range of development standards, which should allow for a range of housing needs and preferences to be addressed. For example, the proposed "DC-R1S" District will permit single-detached dwelling on smaller lots with zero-lot line options, while the proposed "DC-R2" District will allow for



duplex dwellings and semi-detached dwellings. As per **Policy 3.2.16**, it is also noted that Secondary Suites will also remain an important potential accessory residential dwelling unit option within each of the proposed direct control districts subject to the development permit process as they will remain discretionary uses in each case.

- **Policy 3.2.9** encourages a mix of laned and laneless subdivisions on Residential lands. Staff notes that the Concept Plan submitted in support of the WestCreek Phase 1 development proposal includes both laned and laneless options capable of supporting residential dwellings in both the "R1S" and "R2" Districts.
- **Policy 3.2.12** outlines that transportation infrastructure will be provided as required based on how phasing is planned within an ASP and any accompanying Traffic Impact Assessment (TIA) and the Town's Master Servicing Study. Staff advises that the TIA for the WestCreek ASP requires that for the initial phases (ie. up to 140 dwelling units) that the east-west arterial road be constructed and operational as a two-lane roadway between Wheatland Trail and the first site access, which is referred to as Westmount Drive on the Concept Plan for WestCreek Phase 1. Staff is of the opinion that the proposed phasing plan is in keeping with the WestCreek TIA.
- With respect to **Section 3.7** of the Town's MDP, the Biological Impact Assessment (BIA) that was submitted in support of the entire WestCreek ASP notes that in relation to the location of Wheatland Trail which divides the lands, "The most significant habitats on the property are wetlands on the eastern lands. In comparison, these are significantly more productive than wetlands on the western lands." The BIA further notes that the condition of the western lands have been significantly disturbed or altered through drainage, diversion of water from outside of the property, introduction of stormwater, locally heavy grazing by cattle, and the invasion of non-native plants. It is also noted that the loss of habitats on the western lands will be compensated for through the development of a wetland conservation-interpretation area on the eastern lands that will allow for the retention and enhancement of important wetlands, an increase in wetland area, and reclamation and enhancement of non-native/disturbed upland. The BIA concludes that the impacts associated with the overall WestCreek ASP toward cumulative regional habitat fragmentation, loss of wildlife corridor potential, and loss of regional biodiversity will be negligible or very minor.
- **Policy 4.1.1** requires that the lands be connected to the transportation network. It is noted that the lands forming WestCreek Phase 1 will have access to the transportation network via the east-west arterial road shown on the Concept Plan, which will be connected to Wheatland Trail. The WestCreek Phase 1 development proposal also provides for the opportunity to see construction begin on an east-west road that is identified as being a Major Arterial road on Figure 7 - Transportation Network of the Town's MDP. Development of the WestCreek ASP will also follow the TIA applicable to the development, which satisfies **Policy 4.1.3** of the MDP. The applicability of the TIA to the WestCreek Phase 1 lands is discussed above under the bullet point pertaining to **Policy 3.2.12**.
- **Policy 4.2.1** requires all new development to connect to the Town's municipal infrastructure system, while **Policy 4.2.2** and **Policy 4.2.3** address costing, installation and design considerations for services and utilities needed to service the WestCreek Phase 1 lands. Staff notes that the development proposal will be serviced by municipal

water and sanitary sewer infrastructure and the subdivision planning process will be utilized to further ensure that costing, installation and design requirements are fulfilled.

- **Policy 4.3.4** outlines that lands intended for stormwater management purposes be provided as Public Utility Lots (PUL). Staff notes that the WestCreek Phase 1 lands include a south-easterly block of land for stormwater purposes and that the subdivision planning process will secure these lands are a PUL. This stormwater management facility will also be later designed and constructed according to the Town's standards as per **Policy 4.3.9**.
- **Policy 4.5.1** outlines that the provision of emergency and protective services will be adequate to cover the growing population, while **Policy 4.5.2** outlines that the Town shall work to identify locations that are appropriate for future emergency response needs based on growth patterns. Staff notes in this regard that the applicant has worked collaboratively with Development Services, Infrastructure Services, and the Fire Department to determine the provision of an appropriately-sized and located block of land that is capable of meeting emergency services and response needs as growth occurs over the long term in this part of the Town.

With respect to Town's LUB, the lands are currently zoned "R1", Single Detached Residential, "R1S", Single Detached Residential (Small Lot), "R2", Low Density Residential, "RX", Attached Housing, and "UR", Urban Reserve under the Town's LUB. The proposed amendment to the Town's LUB would rezone the lands to "DC-R1", Direct Control – Single Detached Residential, "DC-R1S", Direct Control – Single Detached Residential (Small Lot), "DC-R2", Direct Control – Low Density Residential, and "P1", Public Service District. The proposed direct control districts would permit the following:

- "DC-R1": Reduced minimum lot area, minimum lot size for corner lots, a minimum site width, while permitting smaller side-yard setbacks.
- "DC-R1S": Reduced minimum site width and reduced side-yard setbacks. A zero-lot line is also introduced on one side, with a private maintenance easement on the other.
- "DC-R2": Reduced minimum lot area, minimum site width, and minimum yard setbacks.

Further to the above, staff advises that the first reading report referenced a portion of the Phase 1 lands being rezoned to "R2X", Medium Density Attached Housing District" on the basis that the application form requested such, however it has since been confirmed and evident on the submitted Land Use District Plan that there are no "R2X" lots proposed within the boundaries of Phase 1. The proposed bylaw attached to this report therefore does not include any lands being rezoned to "R2X."

With respect to the Town's LUB, staff in general have no concerns with the development proposal or the requested land use districts that would accommodate the proposed urban residential, emergency services, stormwater, and open space uses and have the following comments:

- **Direct Control Districts:** The use of direct control residential districts (ie. "DC-R1", "DC-R1S" & "DC-R2" are viewed as appropriate in terms of ensuring that development occurs within WestCreek Phase 1 that is both in keeping with the larger WestCreek ASP and responsive to current urban residential housing trends and preferences. The use of direct control districts will also bring enhanced clarity to "what can be built" on the

urban residential lots by eliminating uncertainties around the issuance of development permits that require variances from the standard "R1", "R1S" and "R2" Districts.

- **"P1", Public Services District:** The "P1" District permits a broad range of public service uses, including Protective Emergency Services which is the intended to be the longer-range use of this block of land at the intersection of Wheatland Trail and the new east-west arterial road. Applicable development standards in the "P1" District are at the discretion of the approval authority, which will allow for any future Protective Emergency Services use to be accommodated with appropriate and suitable development standards taking into account the size and shape of this block of land. The blocks of land provided for stormwater and open space use would also be within the "P1" District and are also of sufficient size and shape to allow for their proper utilization.

Staff previously noted at first reading of Bylaw No. 25-08 that the application had been circulated to relevant internal and external agencies and departments for review and comment. At the time of writing this report, the following comments have been received or updated from circulated agencies and departments:

- ATCO Gas Distribution has no concerns.
- Alberta Transportation and Economic Corridors (ATEC) has reviewed the application and have no concerns. ATEC has noted that the only new highway access that shall be permitted shall be the intersection of the proposed North Boundary Road (as shown Attachment III: Land Use District Plan) and Highway 817 and that a Roadside Development Permit within the highway right-of-way shall be required for all construction proposed within the highway right-of-way. It is further noted that the intersection angle between Highway 817 and North Boundary Road should be between 70 - 90 degrees to ensure that longer and/or larger vehicles can safely navigate the intersection. ATEC comments further noted that Highway 817 has sufficient capacity to accommodate the development proposal. The applicant is otherwise required to follow all applicable ATEC policies and procedures and a copy of ATEC comments have been provided to the applicant.
- Fortis Alberta Inc. and Telus Communications have no concerns.
- Infrastructure Services (Town) is currently working with the applicant's design team to address outside agency comments and to determine appropriate sizing for servicing in and out of the development and to coordinate servicing connections with adjacent communities to minimize interruptions to affected services.
- RCMP has no concerns from a law enforcement perspective, but it is noted that certain information will be beneficial to have once construction starts, such as site contact and keyholder information in the event that site access is required during off-hours to address any site issues.
- Wheatland County notes that the development proposal appears to be consistent with the Town of Strathmore-Wheatland County Intermunicipal Development Plan (IDP). The development is outside of the area identified as Future Development Scenario and pursuant to Section 2.3.7 of the IDP the lands are not adjacent to the municipal boundary between the Town and Wheatland County. Land use conflict is not expected between existing non-residential land uses in the County and the land uses proposed in the WestCreek development.

- No other circulated agencies or department have presented any comments and/or concerns with respect to the development proposal.

### **KEY ISSUE(S)/CONCEPT(S):**

The entirety of the WestCreek ASP lands were previously zoned to permit urban residential development, however the proposed amendment to the Town's LUB is intended to align Phase 1 of WestCreek with those approved changes that were recently made to the overall WestCreek ASP. Although timing is not known at this time, staff advises that future application(s) to amend the existing zoning on the lands will need to be submitted for future phases of construction that will serve to further implement the updated WestCreek ASP.

As previously mentioned in this report, the Town is also concurrently processing an application for subdivision on the lands that cannot proceed to a decision until Town's LUB has been amended.

### **DESIRED OUTCOMES:**

Staff are supportive of the Phase 1 WestCreek development proposal and recommend that Council proceed with the second reading and third reading of Bylaw No. 25-08.

### **COMMUNICATIONS:**

Staff has advertised the Public Hearing by including written notices in the Strathmore Times and on the Town's social media accounts, as well as publishing the notices on the Town's website and by sending the notices by regular hand-delivered mail to adjacent landowners. At the time of writing this report, staff have not received any letters, emails or phone calls with respect to the proposed bylaw to establish land use permissions for WestCreek Phase 1 under the Town's Land Use Bylaw.

The applicant hosted a public open house for both the proposed WestCreek ASP amendment and WestCreek Phase 1 re-designation on March 27, 2025, between the hours of 6:00 p.m. and 8:00 p.m. in the East Hall at the Centennial Civic Centre on Brent Boulevard in Strathmore. The public notice provided by the applicant noted that there would be opportunity to review materials, speak with the project team, and provide feedback. While the public notice further referenced town representatives being in attendance, it is noted that the event was entirely hosted by applicant and intended to communicate their development proposal to the public ahead of the matters proceeding to Council for consideration.

Attached to this report for reference purposes is a copy of the applicant's engagement summary entitled "What We Heard Report," dated April 21, 2025, which was received by Development Services on May 6, 2025.

### **ALTERNATIVE ACTIONS/MOTIONS:**

Council may support the recommendation to proceed with second and third readings prior to enacting the proposed bylaw, or Council can choose to not complete second and third readings of the proposed bylaw, in which case Bylaw No. 25-08 will be deemed to have been refused.

#### **ATTACHMENTS:**

[Attachment I: Bylaw No. 25-08 - WestCreek Phase 1](#)

[Attachment II: Concept Plan - WestCreek ASP](#)

[Attachment III: Land Use District Plan - WestCreek ASP](#)

[Attachment IV: WestCreek ASP Amending Bylaw No. 25-07](#)

[Attachment V: Engagement Summary - What We Heard Report \(Applicant\)](#)

Chuck Procter, Manager of Development Services

Approved  
- 05 Jun  
2025

Jamie Dugdale, Director of Infrastructure, Operations, and Development Services

Approved  
- 06 Jun  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 12 Jun  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 12 Jun  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 13 Jun  
2025



**BYLAW NO. 25-08**  
**TOWN OF STRATHMORE**  
**IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA**  
**TO AMEND THE LAND USE BYLAW NO. 14-11.**

**WHEREAS** the *Municipal Government Act*, being Chapter M-26, of the *Revised Statutes of Alberta 2000* and amendments thereto provides authority for the Town to regulate such matters;

**AND WHEREAS** Council holds public hearings as required by Section 692 of the *Municipal Government Act*, R.S.A. 2000, c.M-26 as amended;

**NOW THEREFORE BE IT RESOLVED THAT** the Municipal Council of the Town of Strathmore, in the Province of Alberta duly assembled **HEREBY ENACTS AS FOLLOWS:**

**1. SHORT TITLE**

- 1.1 This Bylaw may be cited as the "Land Use Bylaw Amending Bylaw No. 25-08".

**2. AMENDMENTS**

- 2.1 That Bylaw No. 14-11 Schedule A – Land Use District Map is amended by changing the land use designation of Part of Lot 1, Block A, Plan 9410061, from "R1", Single Detached Residential, "R1S", Single Detached Residential (Small Lot), "R2", Low Density Residential, "RX", Attached Housing, and "UR", Urban Reserve to "DC-R1", Direct Control – Single Detached Residential, "DC-R1S", Direct Control – Single Detached Residential (Small Lot), "DC-R2", Direct Control – Low Density Residential, and "P1", Public Service District as shown below in Schedule "A" to this Bylaw.
- 2.2 That Bylaw No. 14-11 Schedules Section is amended as follows:
- a) By adding a new Schedule E26 – Direct Control District Overlay – WestCreek Phase 1;
  - b) By adding the following regulations under Schedule E26 – Direct Control District Overlay – WestCreek Phase 1:

## "1. APPLICATION

- 1.1 The provisions of this Direct Control District Overlay apply to those lands described legally as Part of Lot 1, Block A, Plan 9410061, known municipally as 0 Wheatland Trail and shown on Figure 1 below:



**Figure 1: Direct Control District Overlay – WestCreek Phase 1**

- 1.2 The provisions of Section 4.1 – “R1”, Single Detached Residential District, Section 4.3 – “R1S”, Single Detached Residential (Small Lot) District, and Section 4.4 – “R2”, Low Density Residential District shall apply to the subject lands unless the provisions of this Direct Control District Overlay conflict with Sections 4.1, 4.3, or 4.4 in which case the provisions of this Direct Control District Overlay must govern.

## **2. REGULATIONS**

- 2.1 Notwithstanding any other provision hereof to the contrary, within any area designated “DC(R1)” on Schedule E26, all provisions of this Bylaw applicable to the “R1” District shall apply subject to the following modifications:
- a) That a minimum site area of 315 m<sup>2</sup> is required;
  - b) That a minimum site area for corner lots of 372 m<sup>2</sup> is required;
  - c) That a minimum site width of 10.3 m for internal lots and 12.1 m for corner lots is required; and,
  - d) That a minimum side yard of 1.2 m from a side property line shared with an internal lot be required.
- 2.2 Notwithstanding any other provision hereof to the contrary, within any area designated “DC(R1S)” on Schedule E26, all provisions of this Bylaw applicable to the “R1S” District shall apply subject to the following modifications:
- a) That a minimum site width of 7.9 m for internal lots and 9 m for corner lots be required;
  - b) That the following minimum side yards for a principal building be provided:
    - i. 1.2 m from a side property line shared with an internal lot;

ii. 0 m from a side property line may be permitted for a Single Detached Dwelling where:

- A minimum 1.8 m private maintenance easement is registered against both the parcel containing the dwelling and the adjacent parcel of land that establishes a 0.3 m eaves encroachment provided that eaves are not closer than 0.9 m to the eaves of a building on the adjacent parcel along with a minimum 0.6 m footing encroachment easement; and,
- All roof drainage from the building is discharged through eavestroughs and downspouts onto the same parcel on which the building is located.

2.3 Notwithstanding any other provision hereof to the contrary, within any area designated "R2" on Schedule E26, all provisions of this Bylaw applicable to the "R2" District shall apply subject to the following modifications:

- a) That a minimum site area of 220 m<sup>2</sup> is required;
- b) That a minimum site width of 7.3 m for interior lots and 9.1 m for corner lots be required; and,
- c) That a minimum side yard of 1.2 m from a side property line shared with an internal lot be required."

**3. EFFECTIVE DATE**

3.1 This Bylaw shall come into force and effect upon receiving third and final reading and being signed.

**READ A FIRST TIME** this \_\_\_\_\_ day of 2025

**PUBLIC HEARING HELD** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

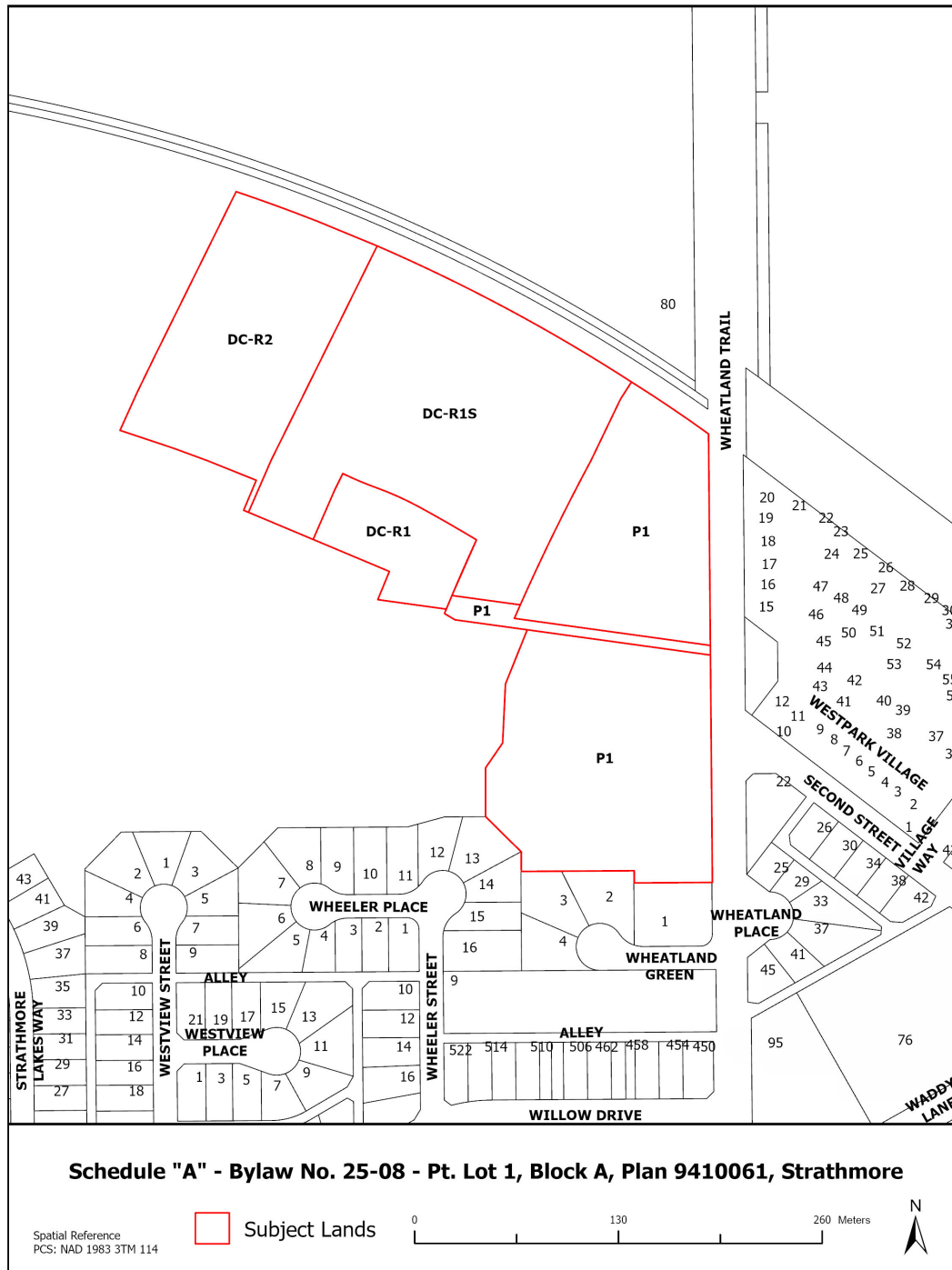
**READ A SECOND TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**READ A THIRD AND FINAL TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
**MAYOR**

\_\_\_\_\_  
**DIRECTOR OF STRATEGIC, ADMINISTRATIVE & FINANCIAL SERVICES**

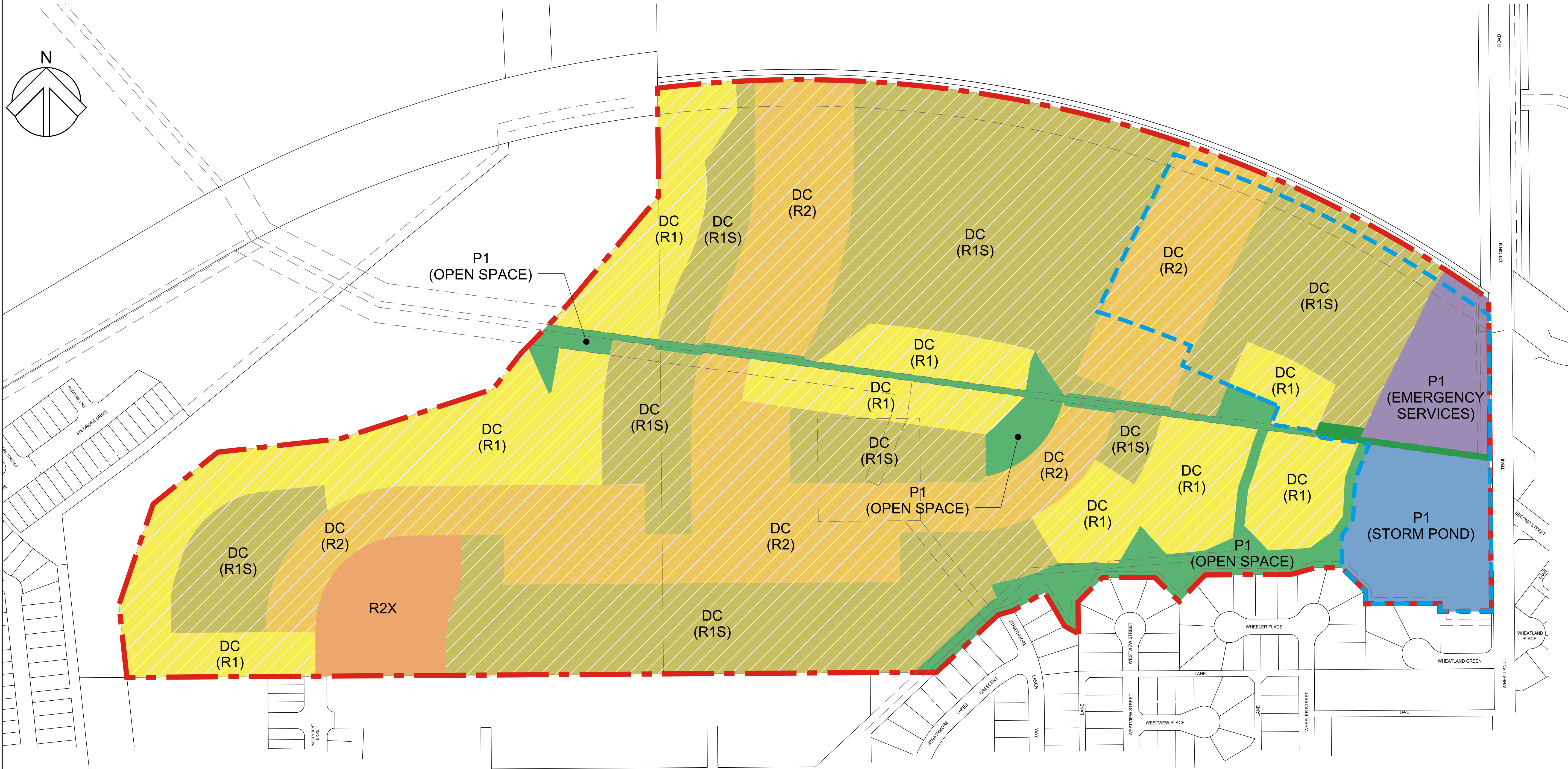
## Schedule "A"











- DC (R1S) - Direct Control District (Single Detached Residential "Small Lot" District)
- DC (R1) - Direct Control District (Single Detached Residential District)
- DC (R2) - Direct Control District (Low Density Residential District)
- R2X - Medium Density Attached Housing District
- P1 - Public Service District (Open Space)
- P1 - Public Service District (Emergency Services)
- P1 - Public Service District (Storm Pond)

Land Use Statistics:			Phase 1 Land Use Statistics:		
Lands to be Redesignated			Lands to be Redesignated		
DC (R1S)	±20.45 ha	±50.54 ac	DC (R1S)	±2.96 ha	±7.31 ac
DC (R1)	±11.27 ha	±27.85 ac	DC (R1)	±0.48 ha	±1.19 ac
DC (R2)	±11.85 ha	±29.28 ac	DC (R2)	±1.63 ha	±4.02 ac
R2X	±1.64 ha	±4.05 ac	R2X	±0.00 ha	±0.00 ac
P1 (Open Space)	±2.85 ha	±7.04 ac	P1 (Open Space)	±0.14 ha	±0.35 ac
P1 (Emergency Services)	±1.43 ha	±3.53 ac	P1 (Emergency Services)	±1.34 ha	±3.31 ac
P1 (Storm Pond)	±1.99 ha	±4.92 ac	P1 (Storm Pond)	±1.99 ha	±4.92 ac
Total:	±51.48 ha	±127.21 ac	Total:	±8.54 ha	±21.10 ac

CLIENT

WestCreek Developments

30 Glendeer Circle S.E.  
Calgary, Alberta T2H 2Z7

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Arcadis Professional Services (Canada) Inc.

REVISIONS

No.	DESCRIPTION	DATE

KEY MAP

Strathmore Existing Land Use Map

LEGEND

SITE BOUNDARY

PROPOSED PHASE 1 BOUNDARY

DC (R1S)

DC (R1)

DC (R2)

R2X

P1 (OPEN SPACE)

P1 (EMERGENCY SERVICES)

P1 (STORM POND)

PRIME CONSULTANT

ARCADIS

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arcadis.com

PROJECT

WestCreek

Lot 1, Block A, Plan 9410061 & Meridian 4,  
Range 25, Township 24, Section 15

PROJECT NO:

148805

DRAWN BY:

RM/JH

CHECKED BY:

BL

SHEET TITLE

Land Use Plan

SHEET NUMBER

1.0

1:2000

**BYLAW NO. 25-07  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA****BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA  
TO AMEND BYLAW NO. 08-22 BEING THE WESTCREEK AREA STRUCTURE PLAN.**

**UNDER AUTHORITY** of and pursuant to the provisions of the Municipal Government Act, Revised Statutes of Alberta 2000, and amendments thereto, the Municipal Council of the Town of Strathmore in the Province of Alberta, **HEREBY ENACTS AS FOLLOWS:**

1.0. Bylaw No. 08-22 being the Westcreek Area Structure Plan is amended by:

- 1.0.1. Add the following text to the Cover Page: "Amended May 07, 2025".
- 1.0.2. Deleting (i) from Section 1.2.3 Town of Strathmore Area Structure Plan Terms of Reference "(i) A future land use scenario that shall respect an overall gross density of 6.5 units per acre." and replacing it with "*(i) A future land use scenario that shall respect an overall gross density range of 6.0 - 7.5 units per acre.*"
- 1.0.3. Deleting: "Map 1. LOCATION" and replacing it with "*Map 1. Location Map*", as shown in Schedule 'A'.
- 1.0.4. Deleting: "Map 2. OWNERSHIP MAP" and replacing it with "*Map 2. Ownership Map*", as shown in Schedule 'A'.
- 1.0.5. Deleting from Section 4.1 EXISTING LAND USES the following sentence: "The lands contained within NW 15-24-25-W4 are currently designated County General Agriculture District (GA), while the balance of the west lands and the entire east lands are designated Urban Reserve District (UR)." and replacing it with "*The lands contained with NW 15-24-25-W4 are currently designated as Low Density Residential District (Add Zone Designation Here), and Medium Density Residential (Add Zone Designation Here), while the balance of the west lands and the entire east lands are designated Urban Reserve District (UR).*"
- 1.0.6. Deleting: "Map 4. EXISTING LAND USE" and replacing it with "*Map 4. Existing Land Use*", as shown in Schedule 'A'.
- 1.0.7. Deleting from Section 4.3.2 Policies the following sentence: "1. The loss of habitats on the western lands will be compensated by development of a

wetland conservation – interpretation area on the eastern lands provided by a number of parties including WestCreek Developments, Olds College, Alberta Environment, the Town of Strathmore and other interested groups that will allow for the retention and enhancement of important wetlands, an increase in wetland area, and reclamation and enhancement of non-native / disturbed upland.” and replacing it with *“Wetlands on the western lands will be removed in accordance with Alberta government policies and Water Act approvals and be compensated by development of a wetland conservation and interpretation area on the eastern lands provided by relevant parties recognized by Alberta Environment and the Town of Strathmore. This will facilitate the retention of important wetlands and open space areas on the eastern lands in its natural state.”*

1.0.8. Adding to Section 5.1 LAND USE CONCEPT MAP the following sentence below the “Land Use Statistics: Future Land Use Concept (Map 7)” table: *“The above table of land use statistics has been updated as per the adopted April XX, 2025 amendment to this ASP.”*

1.0.9. Deleting from Section 5.1 LAND USE CONCEPT MAP the following Table: **“Land Use Statistics: Future Land Use Concept (Map 7)”**

<b>2. Land Use</b>	<b>Hectares (+/-)</b>	<b>Acres (+/-)</b>	<b>% of ASP Area</b>
R-1 Single Detached Residential	15.91	39.32	20.4
R-2 Mixed Housing	17.13	42.32	21.9
R-2X Medium Density Attached Housing	1.13	2.8	1.4
Urban Reserve	28.65	70.80	36.7
Roadways	15.28	37.75	19.6
<b>Total Ownership Area</b>	<b>78.10</b>	<b>192.99</b>	<b>100.0</b>

”

and replacing it with the following table:

*“Land Use Statistics: Future Land Use Concept (Map 7?)*

<b>Land Use</b>	<b>Hectares (+/-)</b>	<b>Acres (+/-)</b>	<b>% of ASP Area</b>
<i>Low Density Residential (R1/R1S/R2)</i>	<i>± 30.08 ha</i>	<i>± 74.33 ac</i>	<i>38.5 %</i>
<i>Medium Density Residential</i>	<i>± 1.39 ha</i>	<i>± 3.43 ac</i>	<i>1.78 %</i>



<i>Park/Open Space (West lands)</i>	$\pm 2.57$ ha	$\pm 6.35$ ac	3.29 %
<i>Emergency Services (West Lands)</i>	$\pm 1.16$ ha	$\pm 2.87$ ac	1.48 %
<i>Public Utility Lot (Storm Pond West Lands)</i>	$\pm 1.85$ ha	$\pm 4.57$ ac	2.37 %
<i>Urban Reserve (East Lands)</i>	$\pm 26.62$ ha	$\pm 65.78$ ac	34.12 %
<i>Roadways</i>	$\pm 14.43$ ha	$\pm 35.66$ ac	18.46 %
<b>Total Ownership Area</b>	$\pm 78.10$ ha	$\pm 192.99$ ac	100 %

- 1.1.1. Deleting: "Map 7 FUTURE LAND USE CONCEPT" and replacing it with "Map 7. Future Land Use Concept", as shown in Schedule 'A'.
- 1.1.2. Deleting from Section 6.1.1 Purpose the following sentence: "The Residential Area comprises the majority of lands within the West Lands, identified as R-1, R-2 and R-2X on Map 7." and replacing it with "The Residential Area comprises the majority of lands within the West lands, identified as Low Density Residential (Zone Designation to be Added) and Medium Density Residential (Zone Designation to be Added) on Map 7."
- 1.1.3. Deleting from Section 6.1.1. Purpose.subsection (3) Density and Population of Residential Area the following sentences: "(a) In order to support the efficient provision of infrastructure, amenities and services and to use the land resource more efficiently, a residential density of approximately 6.5 units per acre should be achieved in the ASP area. This amounts to approximately 1002 dwelling units with a corresponding population of approximately 3,000, based on 3.0 persons per unit." and replacing it with "(a) In order to support the efficient provision of infrastructure, amenities and services and to use the land resource more efficiently, a residential density range of approximately 2.43 - 3.04 units per hectare (6.0 - 7.5 units per acre) shall be achieved in the ASP area. This amounts to approximately 925 – 1156 dwelling units with a corresponding population of approximately 2,775 – 3,468, based on 3.0 persons per unit."
- 1.1.4. Deleting from Section 6.1.1. Purpose, Subsection (3) Density and Population of Residential Area following table:

**"Density Summary**

Housing Type	Number of Units	% Total Units
--------------	-----------------	---------------

R-1 Single Family Detached	300	30%
R-2 Mixed Housing	660	66%
R-2X Medium Density Attached	42	4%
<b>Total Number Units</b>	<b>1002</b>	100%
<b>Net Developable Area</b>	<b>154.15 acres</b>	
<b>Residential Density</b>	<b>6.5 upa</b>	

”

and replacing it with:

**“Density Summary**

<b>Housing Type</b>	<b>Number of Units<sup>1</sup></b>	<b>% Total Units</b>
<i>Low Density Residential (R1/R1S/R2)</i>	<i>926</i>	<i>92.4%</i>
<i>Medium Density Residential</i>	<i>76</i>	<i>7.6%</i>
<i>Total Number Units</i>	<i>1002</i>	<i>100%</i>
<i>Net Developable Area</i>	<i>154.15 acres</i>	
<i>Residential Density</i>	<i>6.5 upa</i>	

”

- 1.1.5. Adding to Section 6.1.1. Purpose, Subsection (3) Density and Population of Residential Area the following footnote to the Density Summary table: “<sup>1</sup>*These numbers are preliminary and may be subject to change.*”
- 1.1.6. Deleting from Section 6.2.2 Policies, Subsection (4) Land Use Redesignation of Future Development Area following sentences: “(a) Upon reduction of the setback, lands within the wellhead setback area shall be designated as Single Detached Residential (R-1) and Mixed Housing (R-2), to conform with the zoning of lands surrounding the wellhead setback area, as illustrated in Map 7, Future Land Use Concept.” and replacing it with “*The redesignation of land within the WestCreek ASP shall be composed of Low Density Residential (XX), and Medium Density Residential (XX), Municipal Reserve (MR?), Public Utility Lot (PUL?), Emergency Services (XX) and Urban Reserve (UR) in accordance with the Future Land Use Concept, Map 7.*”
- 1.1.7. Deleting from Section 6.3.1 Purpose the following note under the Municipal Reserve Analysis table: “(2) Includes 6.15 acres of MR on West Lands and 6.72 acres of MR on East Lands” and replacing it with “*(2) Includes up to 6.35 acres of MR on West Lands and 6.7 acres of MR on East Lands*”



- 1.1.8. Deleting: "Map 8. RESERVE DEDICATION" and adding "*Map 8. Reserve Dedication*", as shown in Schedule 'A'.
  - 1.1.9. Deleting: "Map 9. TRANSPORTATION" and adding "*Map 9. Transportation*", as shown in Schedule 'A'.
  - 1.2.1. Deleting: "Map 10. WATER SYSTEM" and adding "Map 10. Water System", as shown in Schedule 'A'.
  - 1.2.2. Deleting: "Map 11 SANITARY SEWERS" and adding "*Map 11. Sanitary Sewers*", as shown in Schedule 'A'.
  - 1.2.3. Deleting: "Map 12 STORM SEWER SYSTEM" and adding "*Map 12. Storm Sewer System*", as shown in Schedule 'A'.
  - 1.2.4. Deleting: "Map 13 PHASING PLAN" and adding "*Map 13. Phasing Plan*", as shown in Schedule 'A'.
- 2.0. This Bylaw shall come into full force and effect upon the date of third and final reading.

**READ A FIRST TIME** this 2nd day of April, 2025

**PUBLIC HEARING HELD** this 7th day of May, 2025

**READ A SECOND TIME** this 7th day of May, 2025

**READ A THIRD AND FINAL TIME** this 7th day of May, 2025

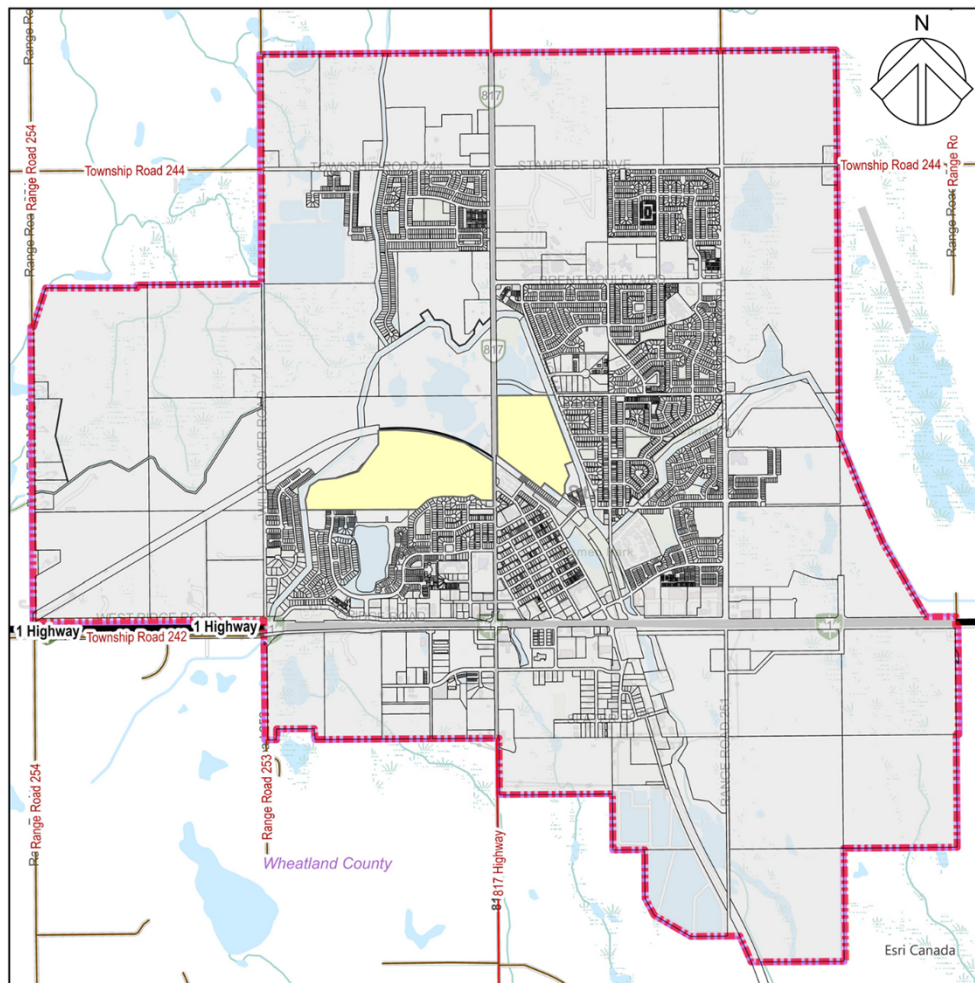
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Mayor

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Director of Strategic, Administrative  
& Financial Services

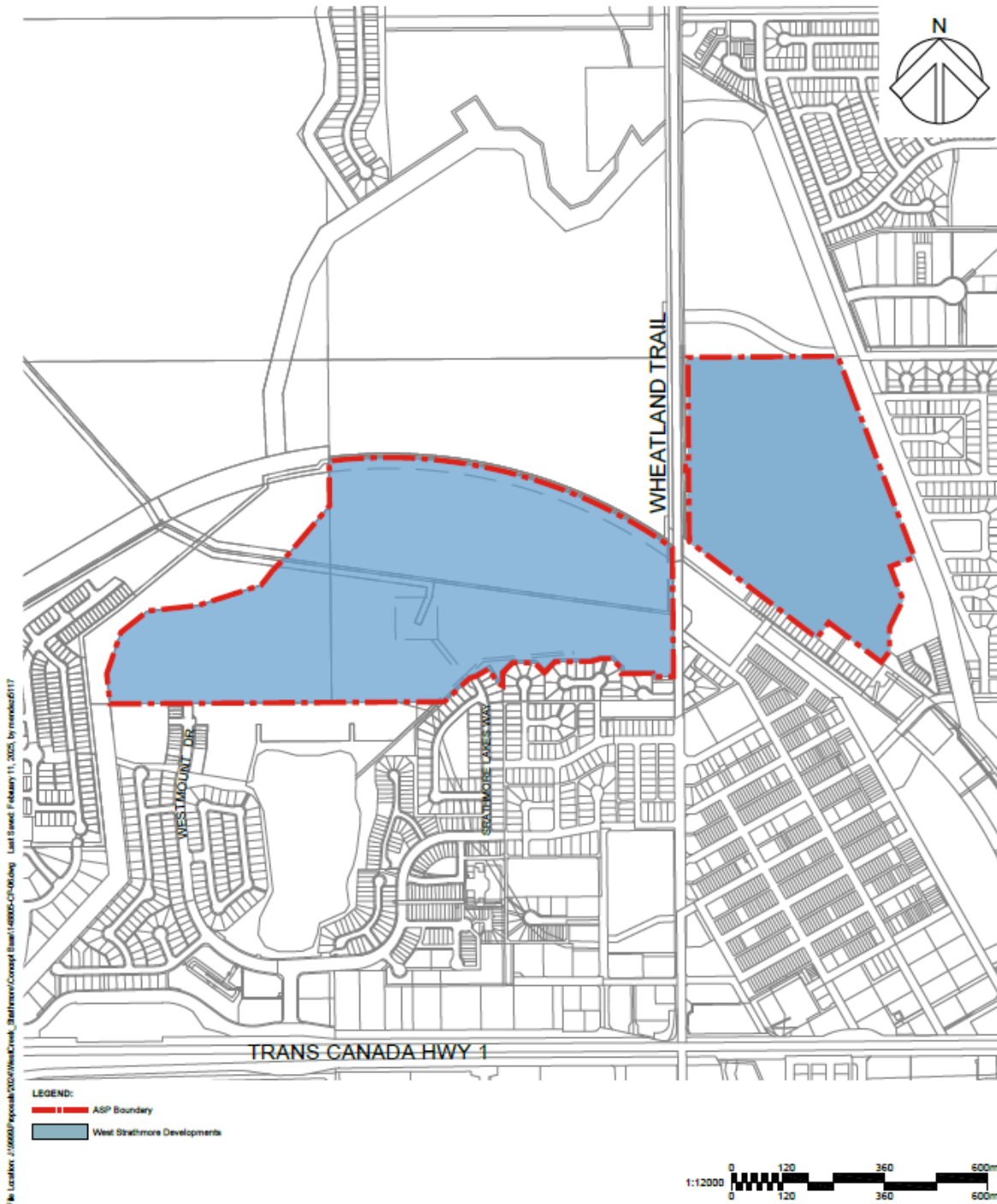
**SCHEDULE "A"**

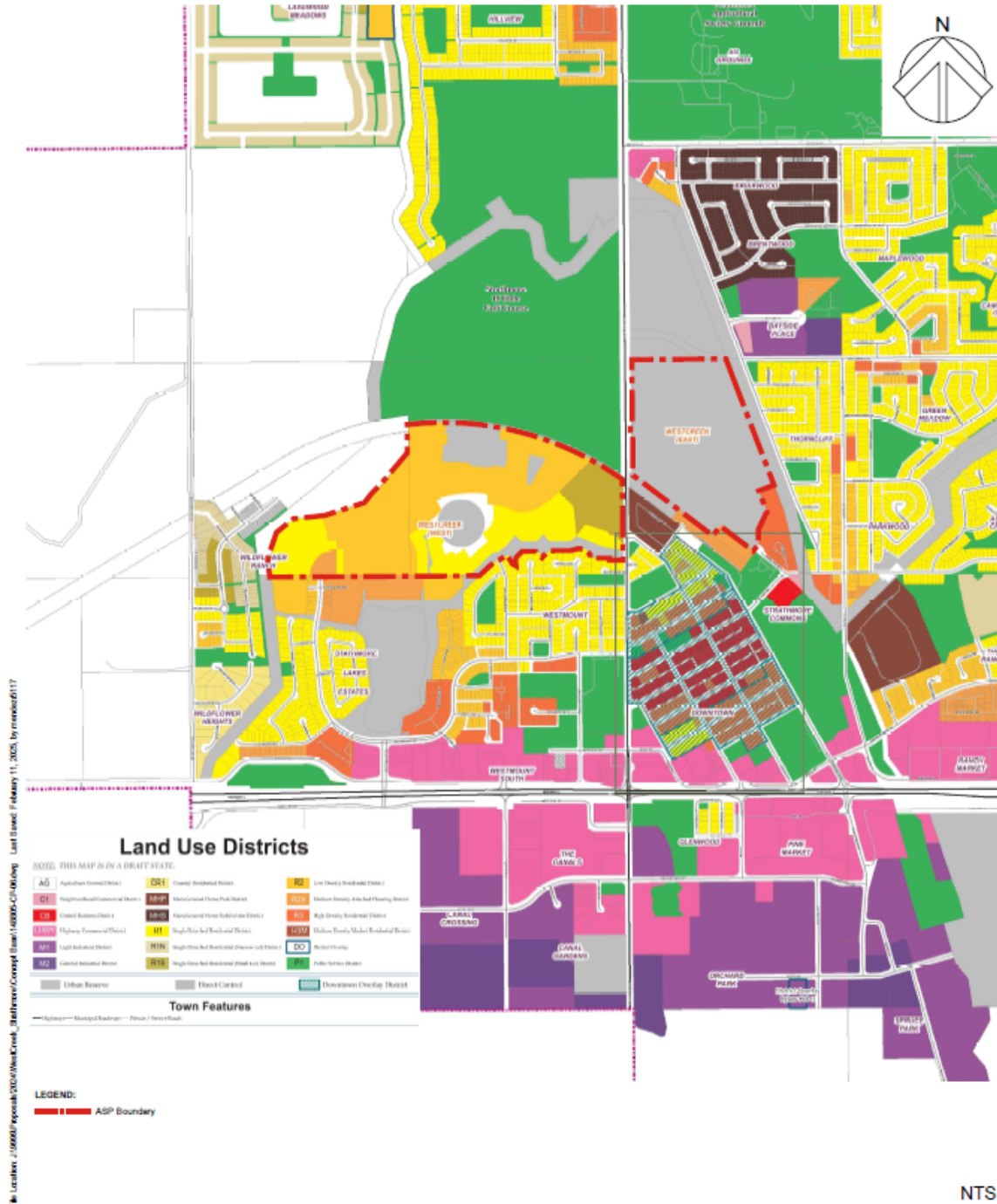


**Legend**

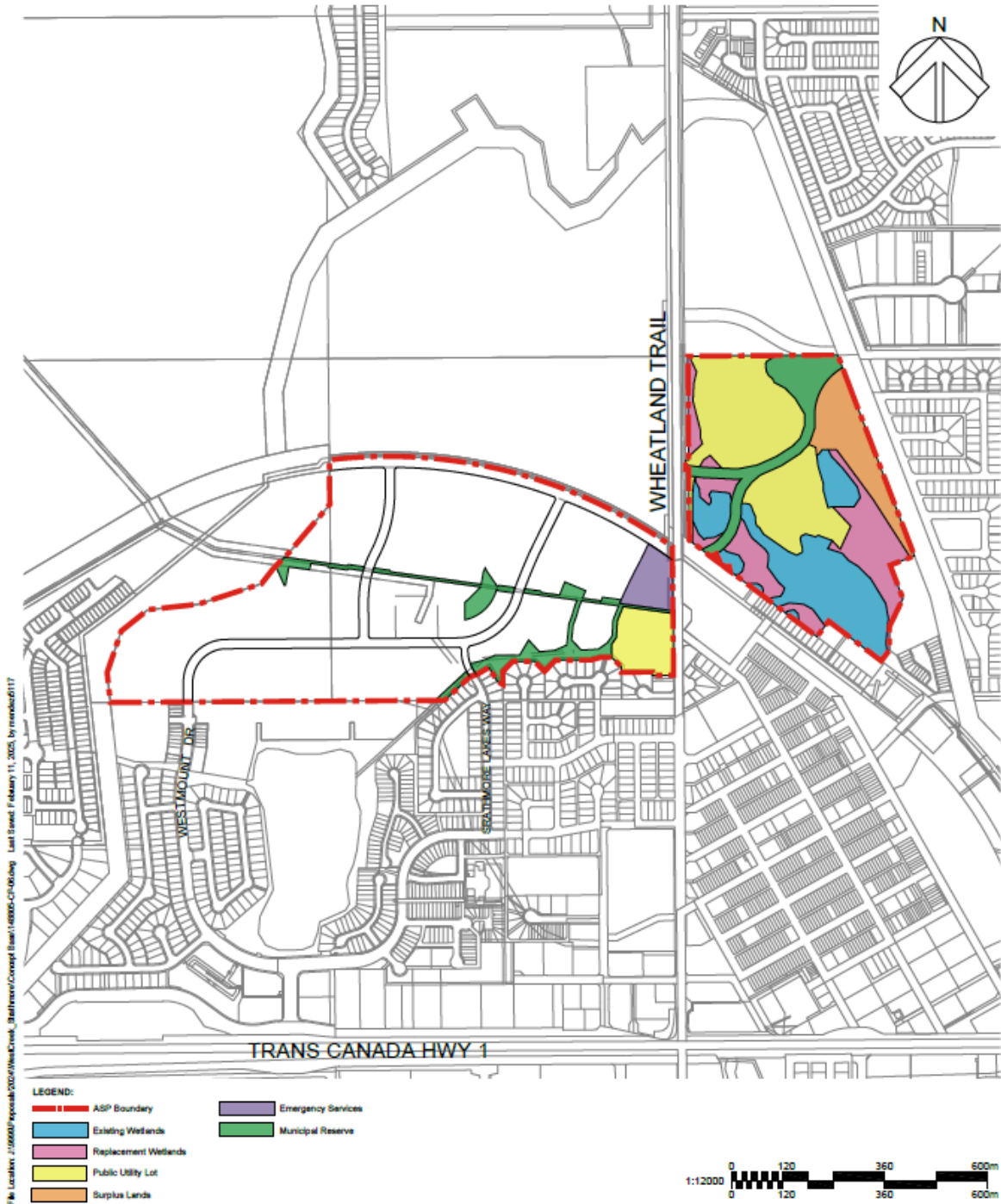
- Westcreek Area Structure Plan Amendment
- Town Boundary

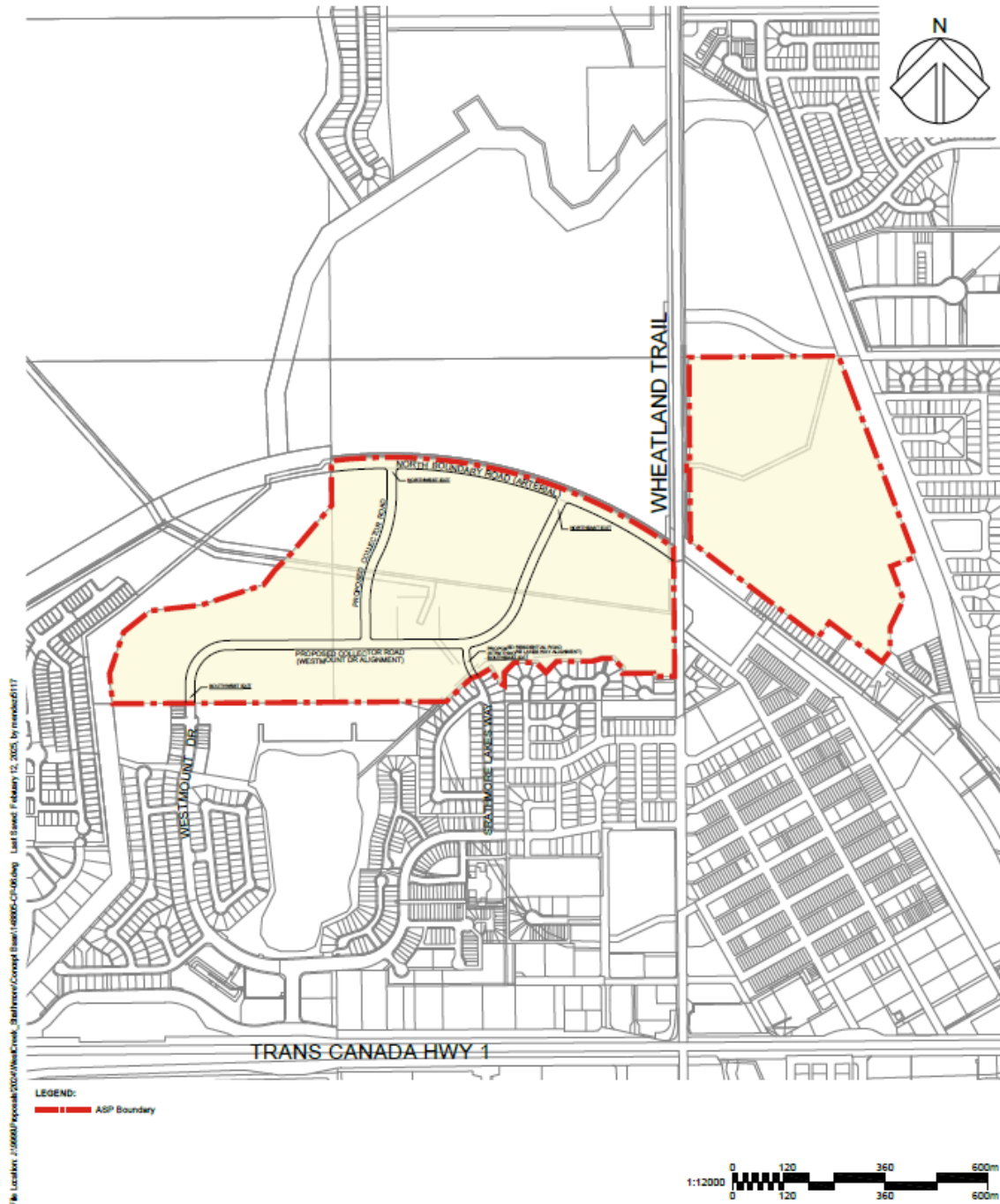




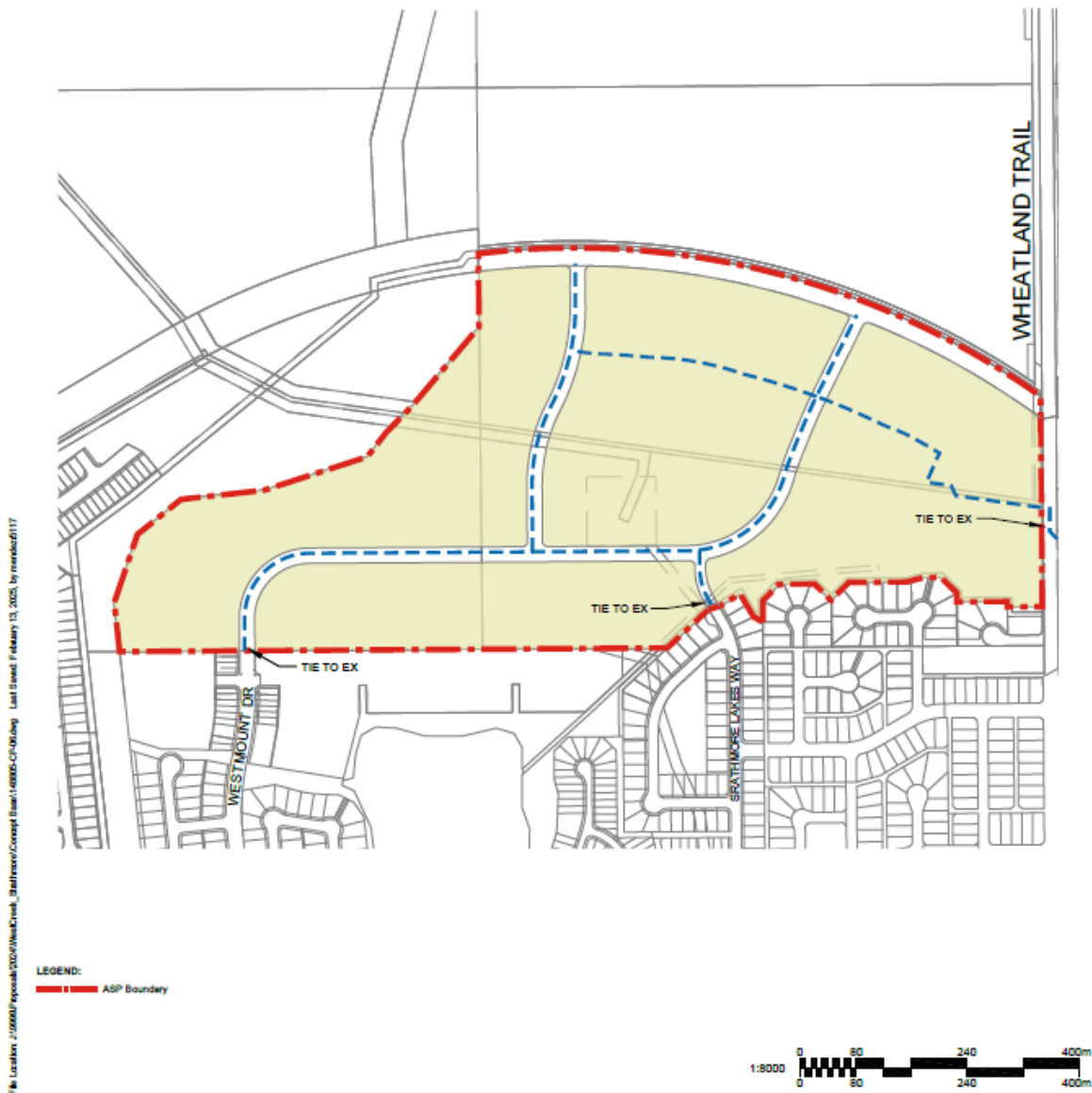
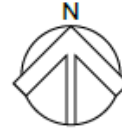


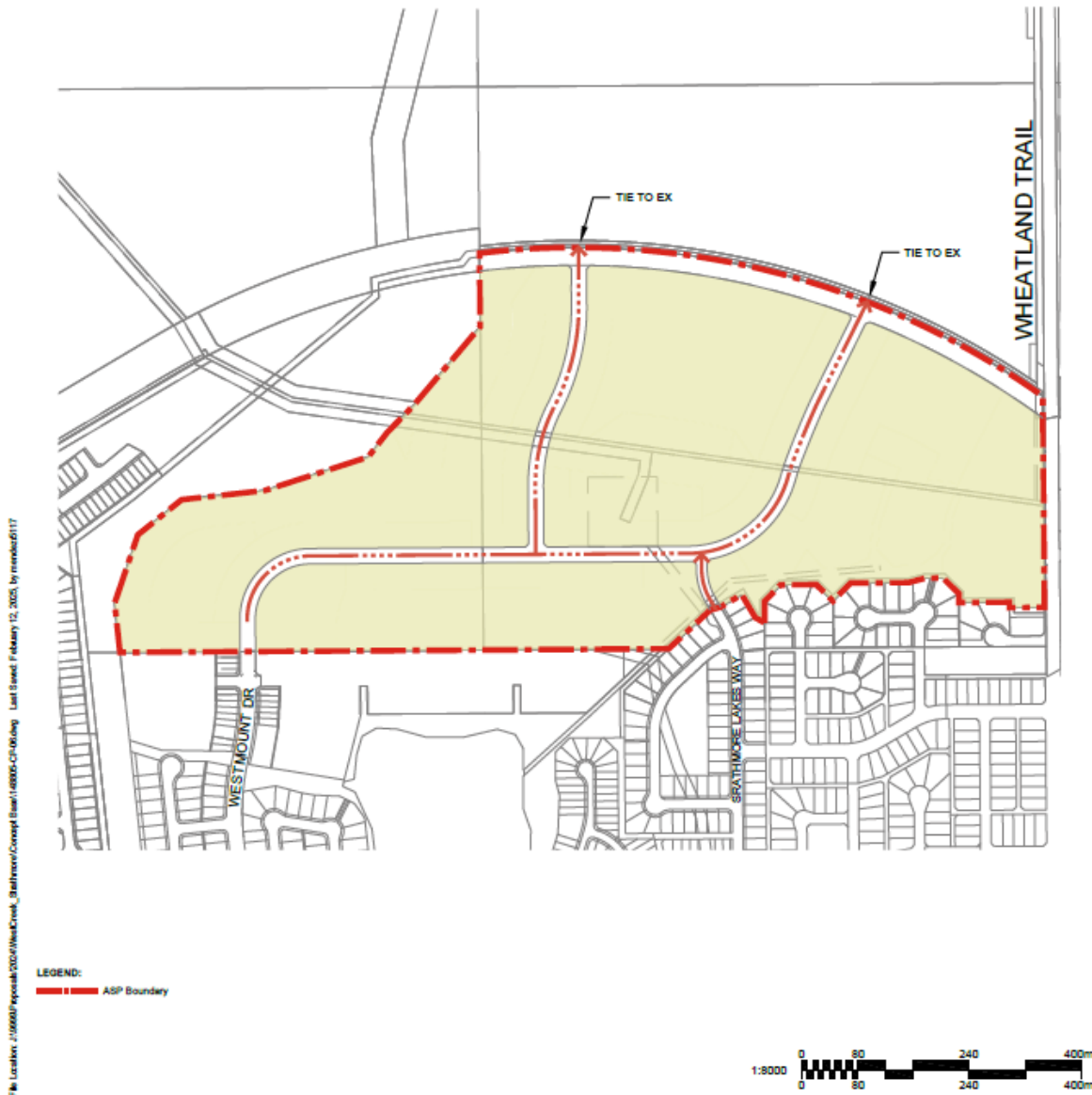
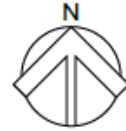


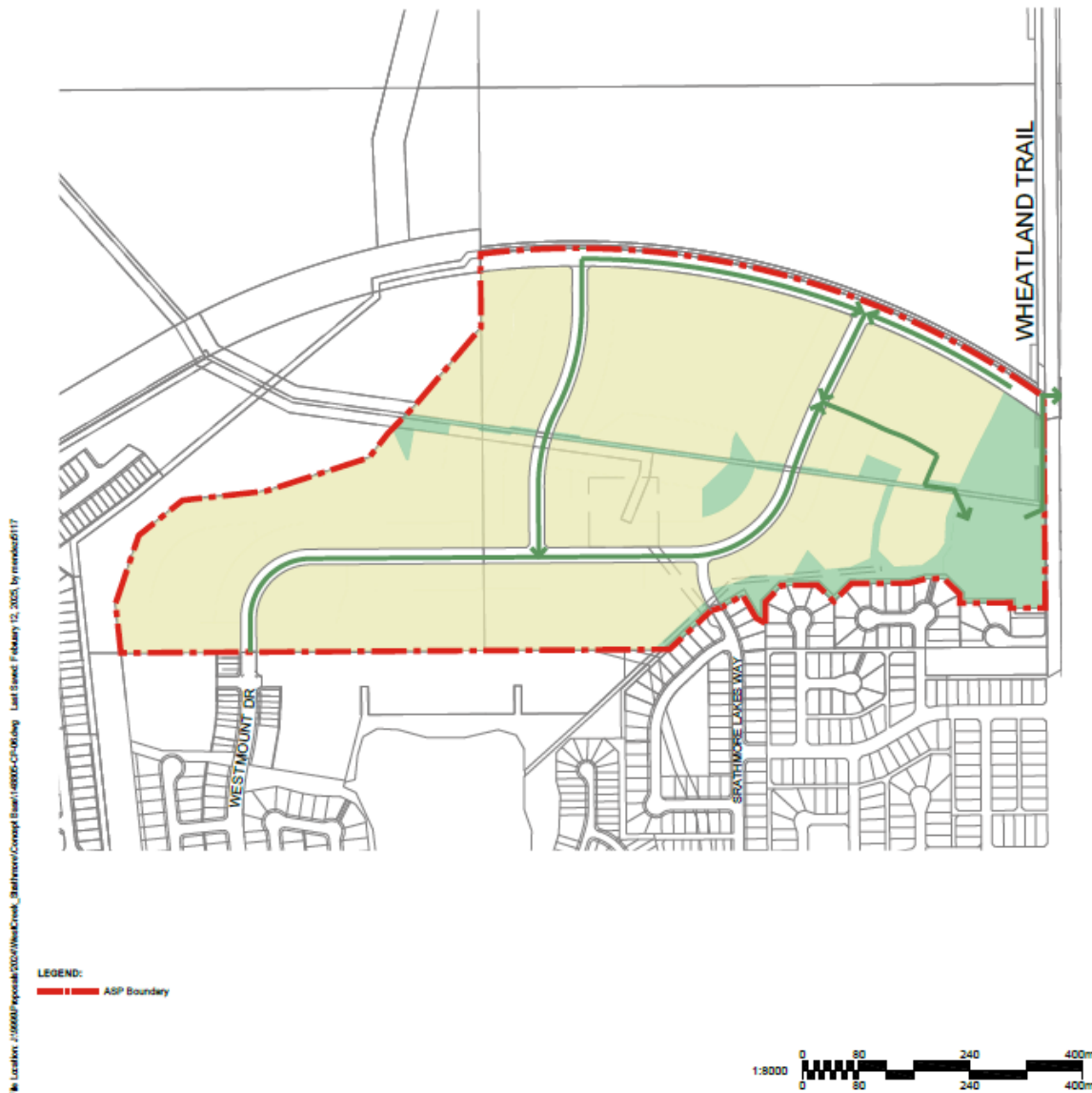
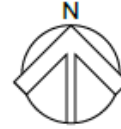


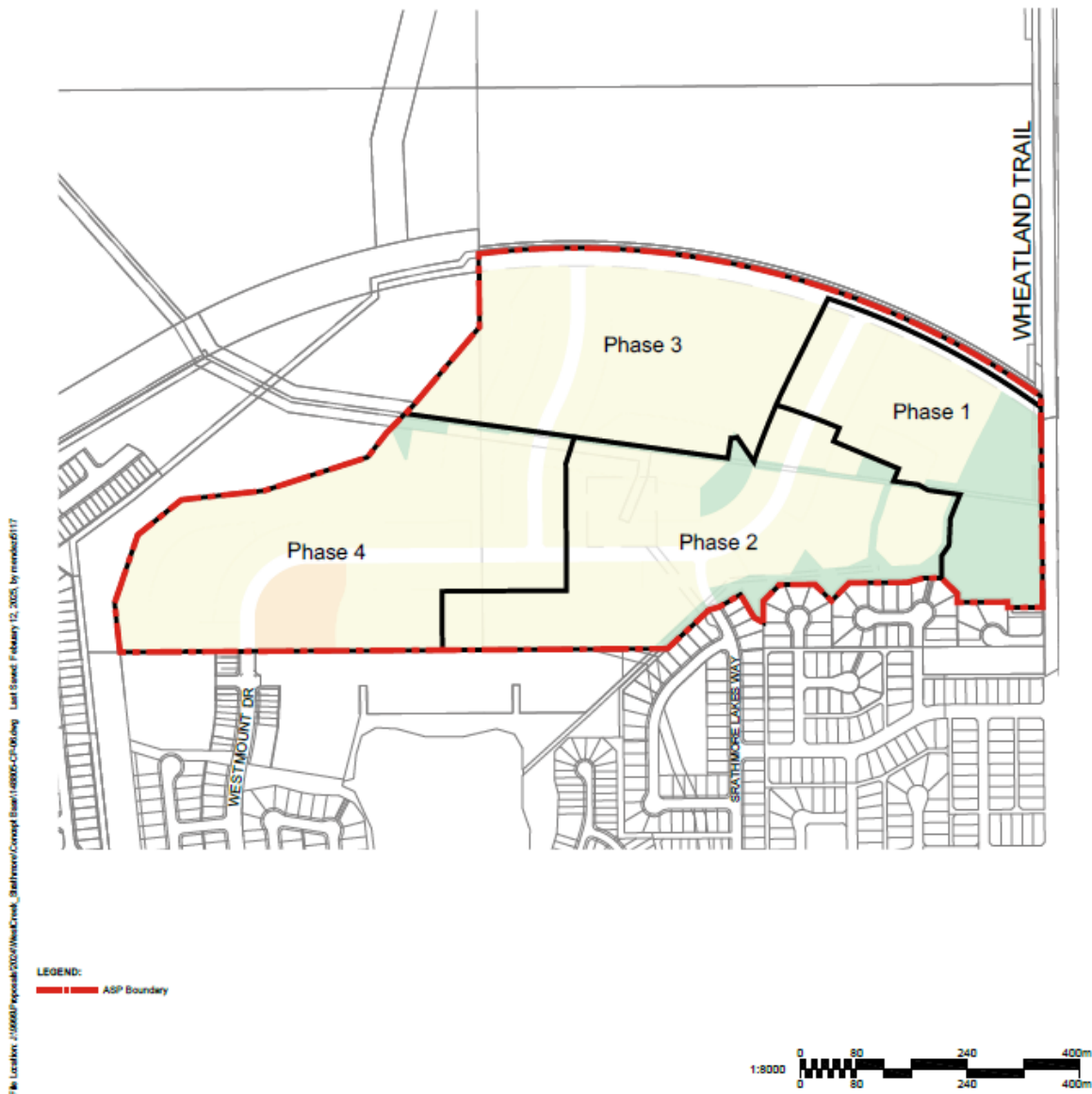
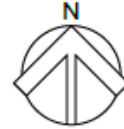












WestCreek Strathmore

# What We Heard Report

## Engagement Summary

April 21, 2025





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Verbatim Notes- Graffiti Board

# 1 Project Overview

Arcadis Professional Services (Canada) was retained by West Strathmore Developments Ltd. To lead the submission of two applications to the Town of Strathmore. These include an amendment to the WestCreek Area Structure Plan (ASP), and a Land Use Redesignation application for Phase 1 of the development area. These applications aim to align with an updated development vision and support growth in the Town of Strathmore.



Figure 1: Google Earth Aerial of Subject Site

## 1.1 Area Structure Plan Amendment

An application to amend the WestCreek Area Structure Plan (Bylaw No. 08-22) was submitted to the Town of Strathmore on February 14, 2025. The key changes proposed in the amendment include:

- Adjustments to residential density to allow for flexible range.
- Updates to the existing land use, land use statistics and density summary to align with the revised development concept.
- Policy text revisions under Section 4.3.2 of the ASP regarding the Wetlands.
- Multiple updated exhibits throughout the ASP to align with the new vision for the proposed development.

The ASP amendment applies to the the following legal parcels: Lot 1, Block A, 9310061, 4;25;24;25 NE W4M and 4;25;24;15 NW W4M.

## 1.2 Land Use Redesignation: Phase 1

An application for a Land Use Redesignation was submitted to the Town of Strathmore on February 28, 2025, for lands legally described as 4;25;24;15;NE and 4;25;24;15;NW. The proposed redesignation better reflects the updated development needs and conditions of the plan area, while optimizing the existing utility right of ways. A revised Land Use Concept Plan was submitted along with the application.

Currently, the lands are designated as Single Detached Residential (R1), Single Detached Residential Small Lot (R1S), Low Density Residential (R2), Medium Density Attached Housing (R2X), and Urban Reserve. The proposed redesignation introduces Direct Control (DC) districts modelled on the Town's R1, R1S, and R2 zones, with modifications to the regulations to allow for greater flexibility in housing type and lot design.

The proposed amendments for the DC districts are as follows:

- DC-R1: Reduced minimum lot area, minimum lot size for corner lots, a minimum site width, while permitting decreased side-yard setbacks.
- DC-R1S: Allows for a reduced minimum site width and reduced side-yard setbacks. A zero-lot line is also introduced on one side, with a private maintenance easement on the other.
- DC-R2: Reduces the minimum lot area, minimum site width, and minimum yard setbacks.

In addition, the redesignation also includes Medium Density Attached Housing District (R2X) and Public Service District (P1) to accommodate open space, emergency services, and stormwater infrastructure.

This application is intended to support a more diverse range of housing types, while remaining consistent with the Town's planning objectives and policies.

## 2 Engagement Process and Overview

The engagement strategy was designed to be transparent, inclusive and informative. The framework was centered on the following pillars:

### 1) Inform and Educate:

The primary objective was to ensure the public had clear and accessible information about the proposed WestCreek Area Structure Plan Amendment and Phase 1 Land Use Redesignation. This was done through various communication methods, including an advertisement in the Strathmore Times, a postcard mailout to nearby residents, open house and a dedicated project website.

### 2) Listen and Acknowledge

Residents were encouraged to share feedback through both an in-person open house and the project website. The input received was then acknowledged and documented.

### 3) Implement feedback received:

Community feedback was reviewed and considered during refinement of the concept plan. A set of frequently asked questions (FAQs), shaped by the feedback received, was also prepared for posting online.


To further promote accessibility, the engagement display boards were posted online after the open house. This ensured that residents unable to attend in person could still review materials and provide feedback through the website's dedicated feedback tab.

Details on individual engagement tools are provided in the following sections.

[www.arcadis.com](http://www.arcadis.com)

### 2.1.1 Strathmore Times

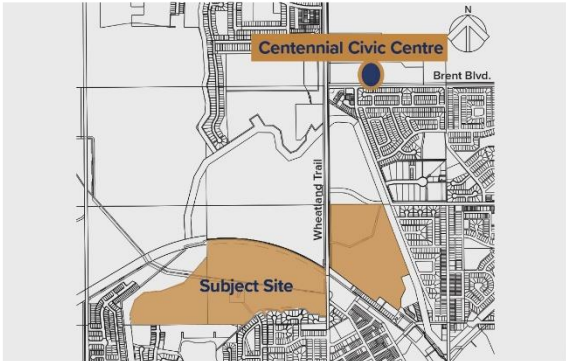
A newspaper advertisement was published in the Strathmore Times on March 19, 2025 (Page 9, Size 5" x 7.5"). The advertisement included project information, the proposed amendments and details on the upcoming open house.



## Minor Amendment to the WestCreek Area Structure Plan and Phase 1 Land Use Update


# OPEN HOUSE

March 27, 2025 – 6:00pm to 8:00pm  
at the Centennial Civic Centre - East Hall  
120 Brent Blvd, Strathmore, AB T1P 1E9



Join us for the Minor Amendment to the WestCreek Area Structure Plan and Phase 1 Land Use Update Open House.

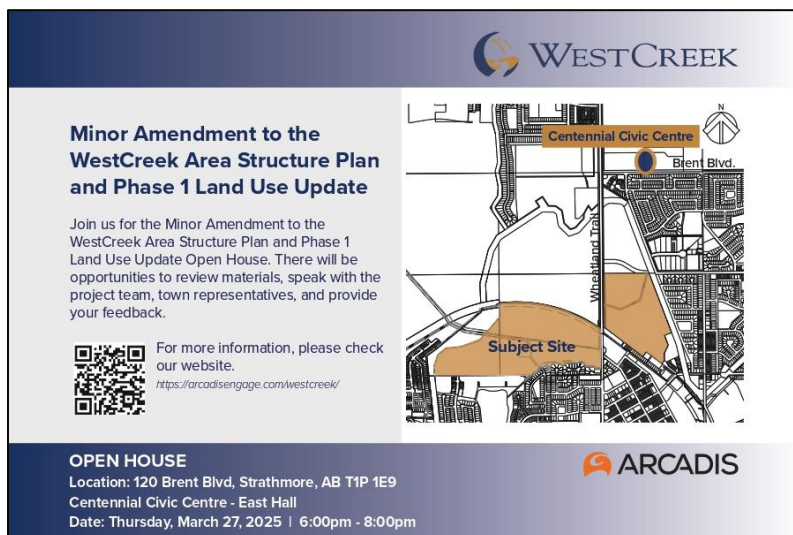
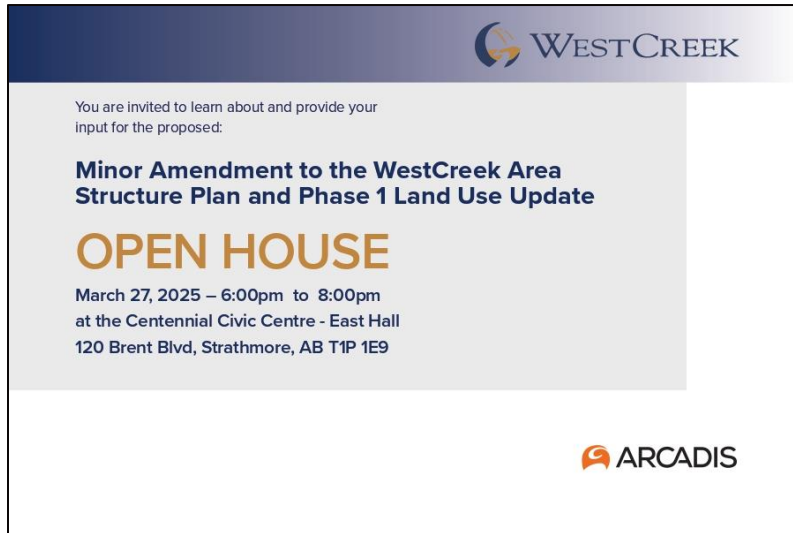
There will be opportunities to review materials, speak with the project team, town representatives, and provide your feedback.

 For more information please check our website  
<https://arcadisengage.com/>



## 2.1.2 Postcard Mailout

Postcards were mailed out to properties located within a 200-metre radius of the plan area. These postcards included information about the project, the proposed changes, and details regarding the open house.





### 2.1.3 Project Website

A dedicated project website was created (<https://arcadisengage.com/westcreek>), offering up-to date information on the project and acting as a central hub. The website included the following:

- Project overview and background
- Feedback tab
- A copy of the engagement display boards following the open house
- Frequently asked questions (FAQ) responding to common questions and comments

This platform ensured continuous access and feedback opportunities for those who were unable to attend in person or wanted to revisit the website for any project updates.

## 2.2 Open House

An open house was held on March 27, 2025, at the Centennial Civic Centre (East Hall) located at 120 Brent Blvd, Strathmore, AB. The event was advertised using the mediums discussed above. The event provided community members with an opportunity to review detailed project information and had the opportunity to speak directly with representatives from the Town of Strathmore, WestCreek Developments, and Arcadis.

Approximately 50 residents attended the session. 19 Display boards outlining proposed changes were displayed throughout the hall. Public input was received verbally during discussions, through the “graffiti board” (sticky note feedback on the display board) and via online submissions through the project website.

ASP Amendment & Phase 1 Land Use Update

 WESTCREEK

## Welcome to the Open House



WestCreek  
AREA 1 LAND USE PLAN  
Strathmore





Please scan the QR Code to visit the website link.



Photos will be taken at this event. If you are not comfortable being in a photo, please let us know.



### 2.2.1 Images from the Open House Event





## 3 What We Heard Summary

The public open house for the WestCreek Area Structure Plan Amendment and Phase 1 Land Use Redesignation was held on March 27, 2025, at the Centennial Civic Centre in Strathmore. There were approximately 50 participants that joined the Open House.

### 3.1 Key Themes

#### Wetlands and Environmental Concerns

Several residents expressed concern about the potential loss of wetlands within the plan area. Among these some included concerns that areas characterized as “low-lying depressions” were actually functioning wetlands. There were multiple mentions of the land serving as a habitat for birds and wildlife, including:

- Great blue and back herons
- Swans, geese, ducks, pheasants and partridge
- Coyotes and deer



Residents voiced concerns about the ecological impact of development, advocating that there should be no loss of wetlands.

### **Stormwater Management and Flooding**

Residents adjacent to the proposed development area raised concerns about stormwater pooling into their backyards and increased flood risk. In particular, residents on Wheeler Place mentioned that sump pumps are frequently running during summer months and were concerned that wetland disturbance conditions could worsen the case.

### **Existing Gas Well/Pump**

There were a number of inquiries regarding the gas well or pump site within the development area, including questions around its status, potential removal and safety implications. Residents requested further clarity and confirmation on when it will be decommissioned.

### **Infrastructure and Community Services**

Feedback also included concerns that current infrastructure may not be equipped to handle population growth. The following services were identified as needing attention included:

- Emergency Response
- Health Services
- School Capacity

### **Parks, Open Space, and Green Areas**

Several attendees raised the issue of insufficient parks or green space, especially for families with young children. Suggestions were made to increase or better distribute open space throughout the community.

### **Density and Housing Form:**

Multiple residents had concerns regarding the proposed residential density, the following were discussed:

- Decreased lot sizes compared to the existing community;
- Reduced yard sizes;
- Loss of privacy and views;
- Perceived risk of increased fire spread due to reduced setbacks.

### **Increased Housing Opportunities:**

Some homeowners expressed support for the proposed development, welcoming the potential for community growth, new pathway connections to existing open space areas and new affordable housing opportunities in Strathmore.

## **4 Next Steps**

Arcadis, in collaboration with West Strathmore Developments, has made minor refinements to the concept plan to incorporate the feedback received during the Open House. Public Hearings have been scheduled for both submitted applications: the Land Use Redesignation and the Area Structure Plan Amendment.

# Appendix A.

## Verbatim Notes- Graffiti Board



## Tell us what you think



Please scan the QR Code to visit the website link.



### Verbatim Notes: Graffiti Board

Storm Drainage on South Surrounding Communities & Tie in

Flow of lot sizes from existing community not too small too quick

Great Blue and Black Heron are protected species and live in the wetlands

Natural wetland being destroyed. Home to swans, geese, partridge, pheasants.

Animal habitat being destroyed. Coyotes, pheasants, deer, other birds, nest, geese, ducks, etc.  
Decreased quality of life/neighbouthood.

Don't want pathway to come through to wheeler place. Enjoy our closed cul-de-sac.

Not Enough Green Space/parks

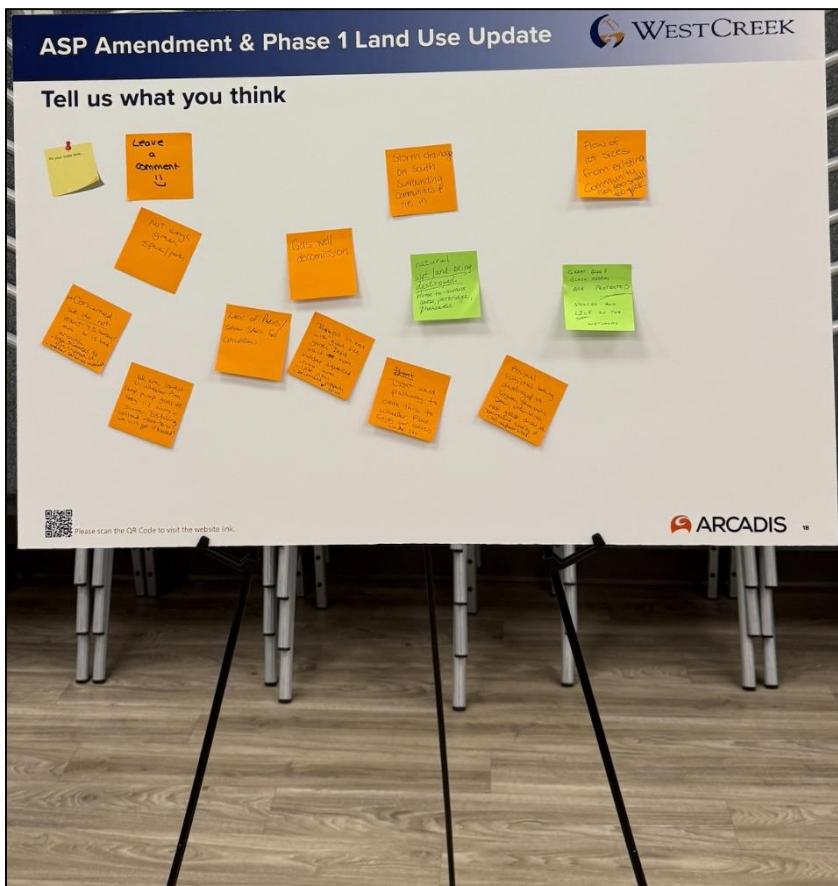
Gas well decommission

Concerned – we do not want 7.5 houses/acre. 6 is bad enough. Lose 3 houses to fire instead of 1.  
Smaller setbacks are undesirable.

We are lowest in wheeler place. Sump pump goes off every 1-2 hours in summer. Disturbing wetland next to us – we will get flooded!!

Lack of parks/green space for children.

Bought in area with good size yards. Don't want more houses squeezed into area. Lose View, and decreased property value.



Arcadis Professional Services (Canada) Inc.

227 11th Avenue SW, 3rd Floor

Calgary, Alberta T2R 1R9

Canada

Phone: 403 270 5600

Fax:

[www.arcadis.com](http://www.arcadis.com)



# Report for Council

**To:** Council

**Staff Contact:** Glen Ferguson, Senior Planner

**Date Prepared:** May 26, 2025

**Meeting Date:** June 18, 2025

**SUBJECT:** Bylaw No. 25-13, Municipal Development Plan Amendment No. 1 (Municipal-Wide: Promoting Non-Residential Tax Assessment Base Growth)

**RECOMMENDATION:** THAT Council proceed with a Public Hearing for Bylaw No. 25-13 on June 18, 2025, in accordance with Section 692(1) of the *Municipal Government Act, RSA 2000, cM-26*;

AND THAT Council take into consideration all information received at the Public Hearing on June 18, 2025, regarding Bylaw No. 25-13 being a bylaw to amend the Town's Municipal Development Plan.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

The proposed amendment to the Town's Municipal Development Plan (MDP) will contribute positively to the strategic priority areas of Affordable Living and Financial Sustainability by promoting a more balanced non-residential to residential tax assessment base split - in other words, the desire is to achieve a more synergistic housing product and business growth relationship. Achieving a more balanced tax assessment split will also result in a reduced reliance over time on the residential tax assessment base and bring more stability to the funding of municipal operations. The amendment would also contribute positively to the Economic Development strategic priority area by encouraging the promotion of non-residential and mixed use development that not only achieves a favourable tax assessment split, but also generates employment and investment opportunities in Strathmore.



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**SUSTAINABILITY****ECONOMIC SUSTAINABILITY:**

Promoting growth within the Town's non-residential tax assessment base will provide for a more robust local economy that features a broader range of job opportunities for employment and investment in the local community. Non-residential tax assessment base growth also provides more value to residential taxpayers without transferring tax burden to existing businesses.

**SOCIAL SUSTAINABILITY:**

Promoting growth within the Town's non-residential tax assessment base contributes toward the notion of the Town growing and maintaining a strong financial position that allows the Town to maintain social programs and services that it offers to residents and businesses.

**ENVIRONMENTAL SUSTAINABILITY:**

N/A

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**IMPLICATIONS OF RECOMMENDATION:****GENERAL:**

Promoting growth in the Town's non-residential tax assessment base helps the municipality ensure the maintenance of a strong financial position that features longer-term economic stability. To achieve this, the Town should actively promote and strive to balance future residential and non-residential growth and development as much as possible. Non-residential developments should therefore comprise an increasingly larger portion of the Town's property tax assessment base in order to better share tax burdens and to ensure financial resilience against changing or unpredictable economic conditions. If this is not pursued, the failure to attract non-residential (ie. commercial and industrial) operations to Strathmore is likely to result in or continue to perpetuate a tax revenue imbalance that places more or increasing burden on the residential tax assessment base.

**ORGANIZATIONAL:**

Staff has invested the time necessary in preparing reports and ensuring that proper distribution of the public notice for the Public Hearing was provided. If the proposed bylaw is approved by Council, staff will engage in a consolidation exercise that will embed the content of Municipal Development Plan Amendment No.1 into the Town's MDP.

**OPERATIONAL:**

N/A

**FINANCIAL:**

Promoting growth within the Town's non-residential tax assessment base will contribute positively toward and act to support the financial sustainability of municipal operations, while at the same time resulting in a reduced reliance on the residential tax assessment base.

**POLICY:**

With respect to the [Municipal Government Act, R.S.A. 2000, Chapter M-26](#) (MGA), Section 632(3) requires municipalities to address future land use within an MDP, which may include proposals for the financing and programming of municipal infrastructure, the financial resources of the municipality, and the economic development of the municipality.

Section 2.2 of the Town's MDP addresses growth management and highlights the need to ensure development is carried forward in a responsible, sustainable, and well-planned manner. It is further noted that future development should seek to minimize impacts to existing residents, while at the same time strive to make efficient use of resources that makes the municipality sustainable in the longer-term. To summarize, the stated goal embedded within Section 2.2 is, "To ensure timely and well-planned development in a manner which promotes growth that is fiscally and environmentally responsible."

In addition, Section 2.3 of the MDP outlines economic development policies which are intended to help attract new and expanded economic opportunities that will ensure that Strathmore continues its progress toward becoming a major economic service centre to the east of the Calgary Metropolitan Area. Policy directions under Section 2.3 include ensuring ample commercial and industrial land is available, encouraging businesses to provide employment allowing residents to work and live in Strathmore, and by promoting the attraction of new and innovative industries to the Town.

With respect to Bylaw 25-13 that proposes to amend the Town's MDP, Section 692(1)(f) of the MGA requires that a public hearing be held prior to the second reading of any bylaw that would amend a statutory plan - in this case the Town's MDP. Section 692(6) further allows for a bylaw to amend a statutory plan without public notice or holding a public hearing only where the amendment corrects clerical, grammatical, technical, or typographical errors and the amendment does not materially affect the bylaw in principle or substance. It was noted previously at first reading that the proposed amendment to the MDP does not meet or satisfy any of the exclusions afforded to a Council as it relates to a public hearing under Section 692(6) of the MGA.

**IMPLEMENTATION:**

The statutory Public Hearing for the proposed bylaw has been advertised in accordance with Section 606 of the MGA. The Public Hearing has also been advertised on the Town's social media accounts and website.

If the proposed bylaw is approved by Council, a consolidated version of the Town's MDP will be updated to reflect the policy direction included within Municipal Development Plan Amendment No. 1.

If the proposed bylaw is refused by Council, there are no rights of appeal under the MGA - however, it should be noted that the amendment request was generated internally by Town Administration. The Town's MDP in this scenario would also not be updated to reflect the policy direction included within Municipal Development Plan Amendment No. 1.

## **BACKGROUND:**

The Town's [2022-2025 Strategic Plan](#) identifies six core areas that Council has identified as being important focal points for the current term of Council. These priority areas were selected based on community feedback provided to Council, as well as current service opportunities and challenges that have been identified by Town Administration. It is the role of Town Administration to plan and implement activities that will ensure that priority areas are addressed.

In particular, the Town's [2024 Q3 Corporate Quarterly Report](#) (CQR) reaffirmed and carried forward support from previous CQRs for taking administrative action on the following under Strategic Priority #1: Affordable Living of the Town's Strategic Plan:

"Establishing a target (60:40 tentative) residential to non-residential tax ratio in the MDP growth areas to strive for an overall 70:30 residential to non-residential tax ratio in the community resulting in organic business growth to provide more value to residential taxpayers without transferring tax burden to existing businesses."

While progress on this action has been associated with the ongoing MDP Review, Development Services has made progress on this administrative action through work completed on the MDP Review and are now prepared to bring forward an amendment to the Town's existing MDP. It is noted that the proposed amendment to the existing MDP has been constructed in a manner that can be carried forward into any future Draft MDP.

## **KEY ISSUE(S)/CONCEPT(S):**

Property taxes are a primary source of revenue for municipalities. The revenue generated from property taxes helps a municipality pay for or fund municipal services, such as but not limited to emergency services and protective services, garbage collection, parks and open spaces, recreational facilities, roads, and social services. Many municipalities presently maintain a low proportion of commercially and industrially assessed and taxed lands in comparison to residentially assessed and taxed lands - a figure that is often expressed as a property tax assessment ratio, or "tax split." The resulting imbalance in a municipality's property tax assessment split tends to place a greater tax burden on residents as opposed to businesses.

Strathmore is not unlike other municipalities in terms of having a traditionally higher proportion of residential areas and development (eg. single-detached dwellings within residential subdivisions) in comparison to non-residential areas and development (eg. industrial and commercial). For example, the Town's residential to non-residential tax assessment split has remained stable between 2015 and 2024 with the residential share ranging between a high of 82% (2017) and a low of 80% (2024) resulting in a non-residential share that conversely ranged between a high of 18% (2017) and 20% in (2024) during the same period of time.

Municipalities have responded to this imbalance through the designation of land for new commercial and industrial areas, or by encouraging or requiring mixed use, and by embedding policies within their statutory plans that are supportive of achieving a more balanced residential to non-residential tax assessment split. The expectation being that once developed, the increased volume of non-residential assessments will have served to provide new property tax revenue that can reduce the tax burden on residents, while at the same time providing employment growth and local job opportunities for residents living in a municipality. The municipality itself also benefits from having a reduced reliance on residential tax revenues.

The proposed amendment to the Town's MDP would add two new policies to Section 2.3 as outlined in proposed Bylaw 25-13, which is attached to this report for reference purposes. Staff notes that the proposed amendment would be embedded within Section 2.3 - Economic Development, but it is understood that implementation of the policy direction extends to other areas, goals and objectives of the MDP that seek to manage current and future growth and development in Strathmore.

### **DESIRED OUTCOMES:**

Staff are supportive of Municipal Development Plan Amendment No.1 and recommend that Council proceed with the statutory Public Hearing and consider all information received during the Public Hearing before proceeding with a second and third reading of Bylaw No. 25-13.

### **COMMUNICATIONS:**

Staff has advertised the public hearing by including written notices in the Strathmore Times (May 28, June 4 and June 11, 2025), on the Town's social media accounts, as well as publishing the notice on the Town's website. The Town's Utility Newsletter that was mailed with utility bills for June 2025 also included a copy of the public notice. There are no adjacent landowner notice requirements as the proposed amendment to the Town's MDP would be applicable municipal-wide and not applied on a site-specific basis. At the time of writing this report, staff have not received any letters, emails or phone calls with respect to the proposed bylaw.

### **ALTERNATIVE ACTIONS/MOTIONS:**

Council may support the recommendation or defer the Public Hearing and/or second and third readings of the proposed bylaw. If Council were to defer the next steps and/or decide to not hold a Public Hearing and/or complete second and third readings of the proposed bylaw, Municipal Development Plan Amendment No.1 would be deemed to have been refused.

**ATTACHMENTS:**

[Attachment I: Draft Bylaw No. 25-13 \(MDPA - Tax Splits - Economic Development\)](#)

---

Chuck Procter, Manager of Development Services	Approved - 27 May 2025
Jamie Dugdale, Director of Infrastructure, Operations, and Development Services	Approved - 27 May 2025
Kevin Scoble, Chief Administrative Officer	Approved - 28 May 2025
Veronica Anderson, Legislative Services Officer	Approved - 28 May 2025
Johnathan Strathdee, Manager of Legislative Services	Approved - 28 May 2025



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**BYLAW NO. 25-13  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA****BEING A BYLAW OF THE TOWN OF STRATHMORE FOR THE PURPOSE OF AMENDING THE TOWN'S MUNICIPAL DEVELOPMENT PLAN.**

**WHEREAS** it is desirable to amend Bylaw No. 14-03, as amended, being the Town of Strathmore Municipal Development Plan;

**AND WHEREAS** pursuant to Section 632(3) of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and amendments thereto, a Municipal Development Plan may address the financial resources of a municipality;

**AND WHEREAS** Council has held a public hearing prior to second reading of this bylaw pursuant to Section 692(1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and amendments thereto;

**NOW THEREFORE BE IT RESOLVED THAT** the Municipal Council of the Town of Strathmore, in the Province of Alberta, duly assembled **HEREBY ENACTS AS FOLLOWS:**

**1. SHORT TITLE**

- 1.1 This Bylaw may be cited as the "Municipal Development Plan Amendment No. 1."

**2. AMENDMENT**

- 2.1 THAT the Town of Strathmore Municipal Development Plan attached and forming part of Bylaw No. 14-03, is hereby amended as follows:

a) By adding the following at the end of **Section 2.3 – Economic Development:**

**"2.3.10** The Town should promote non-residential property assessment growth by encouraging all new development and redevelopment within any new or existing Area Structure Plan to strive for and achieve a residential to non-residential assessment ratio of 60:40.

**2.3.11** The Town should promote the achievement of a municipal-wide residential to non-residential property assessment ratio of 70:30."

**3. EFFECTIVE DATE**

- 3.1 This Bylaw shall come into force and effect upon receiving third and final reading and having been signed accordingly.

**READ A FIRST TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025

**PUBLIC HEARING HELD** this \_\_\_\_ day of \_\_\_\_\_, 2025

**READ A SECOND TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025

**READ A THIRD AND FINAL TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025

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Mayor

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Director of Strategic, Administrative and



# Request for Decision

**To:** Council

**Staff Contact:** Glen Ferguson, Senior Planner

**Date Prepared:** May 26, 2025

**Meeting Date:** June 18, 2025

**SUBJECT:** Bylaw No. 25-13, Municipal Development Plan Amendment No. 1 (Municipal-Wide: Promoting Non-Residential Tax Assessment Base Growth)

**RECOMMENDATION:** THAT Council give Second reading to Bylaw No. 25-13, being a bylaw to amend the Town of Strathmore Municipal Development Plan;

AND THAT Council give Third and Final reading to Bylaw No. 25-13, being a bylaw to amend the Town of Strathmore Municipal Development Plan.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## **HOW THE STRATEGIC PRIORITIES ARE MET:**

The proposed amendment to the Town's Municipal Development Plan (MDP) will contribute positively to the strategic priority areas of Affordable Living and Financial Sustainability by promoting a more balanced non-residential to residential tax assessment base split - in other words, the desire is to achieve a more synergistic housing product and business growth relationship. Achieving a more balanced tax assessment split will also result in a reduced reliance over time on the residential tax assessment base and bring more stability to the funding of municipal operations. The amendment would also contribute positively to the Economic Development strategic priority area by encouraging the promotion of non-residential and mixed use development that not only achieves a favourable tax assessment split, but also generates employment and investment opportunities in Strathmore.

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**SUSTAINABILITY****ECONOMIC SUSTAINABILITY:**

Promoting growth within the Town's non-residential tax assessment base will provide for a more robust local economy that features a broader range of job opportunities for employment and investment in the local community. Non-residential tax assessment base growth also provides more value to residential taxpayers without transferring tax burden to existing businesses.

**SOCIAL SUSTAINABILITY:**

Promoting growth within the Town's non-residential tax assessment base contributes toward the notion of the Town growing and maintaining a strong financial position that allows the Town to maintain social programs and services that it offers to residents and businesses.

**ENVIRONMENTAL SUSTAINABILITY:**

N/A

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**IMPLICATIONS OF RECOMMENDATION:****GENERAL:**

Promoting growth in the Town's non-residential tax assessment base helps the municipality ensure the maintenance of a strong financial position that features longer-term economic stability. To achieve this, the Town should actively promote and strive to balance future residential and non-residential growth and development as much as possible. Non-residential developments should therefore comprise an increasingly larger portion of the Town's property tax assessment base in order to better share tax burdens and to ensure financial resilience against changing or unpredictable economic conditions. If this is not pursued, the failure to attract non-residential (ie. commercial and industrial) operations to Strathmore is likely to result in or continue to perpetuate a tax revenue imbalance that places more or increasing burden on the residential tax assessment base.

**ORGANIZATIONAL:**

Staff has invested the time necessary in preparing reports and ensuring that proper distribution of the public notice for the Public Hearing was provided. If the proposed bylaw is approved by Council, staff will engage in a consolidation exercise that will embed the content of Municipal Development Plan Amendment No.1 into the Town's MDP.

**OPERATIONAL:**

N/A

**FINANCIAL:**

Promoting growth within the Town's non-residential tax assessment base will contribute positively toward and act to support the financial sustainability of municipal operations, while at the same time resulting in a reduced reliance on the residential tax assessment base.

**POLICY:**

With respect to the [Municipal Government Act, R.S.A. 2000, Chapter M-26](#) (MGA), Section 632(3) requires municipalities to address future land use within an MDP, which may include proposals for the financing and programming of municipal infrastructure, the financial resources of the municipality, and the economic development of the municipality.

Section 2.2 of the Town's MDP addresses growth management and highlights the need to ensure development is carried forward in a responsible, sustainable, and well-planned manner. It is further noted that future development should seek to minimize impacts to existing residents, while at the same time strive to make efficient use of resources that makes the municipality sustainable in the longer-term. To summarize, the stated goal embedded within Section 2.2 is, "To ensure timely and well-planned development in a manner which promotes growth that is fiscally and environmentally responsible."

In addition, Section 2.3 of the MDP outlines economic development policies which are intended to help attract new and expanded economic opportunities that will ensure that Strathmore continues its progress toward becoming a major economic service centre to the east of the Calgary Metropolitan Area. Policy directions under Section 2.3 include ensuring ample commercial and industrial land is available, encouraging businesses to provide employment allowing residents to work and live in Strathmore, and by promoting the attraction of new and innovative industries to the Town.

With respect to Bylaw 25-13 that proposes to amend the Town's MDP, Section 692(1)(f) of the MGA requires that a public hearing be held prior to the second reading of any bylaw that would amend a statutory plan - in this case the Town's MDP. Section 692(6) further allows for a bylaw to amend a statutory plan without public notice or holding a public hearing only where the amendment corrects clerical, grammatical, technical, or typographical errors and the amendment does not materially affect the bylaw in principle or substance. It was noted previously at first reading that the proposed amendment to the MDP does not meet or satisfy any of the exclusions afforded to a Council as it relates to a public hearing under Section 692(6) of the MGA.

**IMPLEMENTATION:**

The statutory Public Hearing for the proposed bylaw has been advertised in accordance with Section 606 of the MGA. The Public Hearing has also been advertised on the Town's social media accounts and website.

If the proposed bylaw is approved by Council, a consolidated version of the Town's MDP will be updated to reflect the policy direction included within Municipal Development Plan Amendment No. 1.

If the proposed bylaw is refused by Council, there are no rights of appeal under the MGA - however, it should be noted that the amendment request was generated internally by Town Administration. The Town's MDP in this scenario would also not be updated to reflect the policy direction included within Municipal Development Plan Amendment No. 1.

## **BACKGROUND:**

The Town's [2022-2025 Strategic Plan](#) identifies six core areas that Council has identified as being important focal points for the current term of Council. These priority areas were selected based on community feedback provided to Council, as well as current service opportunities and challenges that have been identified by Town Administration. It is the role of Town Administration to plan and implement activities that will ensure that priority areas are addressed.

In particular, the Town's [2024 Q3 Corporate Quarterly Report](#) (CQR) reaffirmed and carried forward support from previous CQRs for taking administrative action on the following under Strategic Priority #1: Affordable Living of the Town's Strategic Plan:

"Establishing a target (60:40 tentative) residential to non-residential tax ratio in the MDP growth areas to strive for an overall 70:30 residential to non-residential tax ratio in the community resulting in organic business growth to provide more value to residential taxpayers without transferring tax burden to existing businesses."

While progress on this action has been associated with the ongoing MDP Review, Development Services has made progress on this administrative action through work completed on the MDP Review and are now prepared to bring forward an amendment to the Town's existing MDP. It is noted that the proposed amendment to the existing MDP has been constructed in a manner that can be carried forward into any future Draft MDP.

## **KEY ISSUE(S)/CONCEPT(S):**

Property taxes are a primary source of revenue for municipalities. The revenue generated from property taxes helps a municipality pay for or fund municipal services, such as but not limited to emergency services and protective services, garbage collection, parks and open spaces, recreational facilities, roads, and social services. Many municipalities presently maintain a low proportion of commercially and industrially assessed and taxed lands in comparison to residentially assessed and taxed lands - a figure that is often expressed as a property tax assessment ratio, or "tax split." The resulting imbalance in a municipality's property tax assessment split tends to place a greater tax burden on residents as opposed to businesses.



Strathmore is not unlike other municipalities in terms of having a traditionally higher proportion of residential areas and development (eg. single-detached dwellings within residential subdivisions) in comparison to non-residential areas and development (eg. industrial and commercial). For example, the Town's residential to non-residential tax assessment split has remained stable between 2015 and 2024 with the residential share ranging between a high of 82% (2017) and a low of 80% (2024) resulting in a non-residential share that conversely ranged between a high of 18% (2017) and 20% in (2024) during the same period of time.

Municipalities have responded to this imbalance through the designation of land for new commercial and industrial areas, or by encouraging or requiring mixed use, and by embedding policies within their statutory plans that are supportive of achieving a more balanced residential to non-residential tax assessment split. The expectation being that once developed, the increased volume of non-residential assessments will have served to provide new property tax revenue that can reduce the tax burden on residents, while at the same time providing employment growth and local job opportunities for residents living in a municipality. The municipality itself also benefits from having a reduced reliance on residential tax revenues.

The proposed amendment to the Town's MDP would add two new policies to Section 2.3 as outlined in proposed Bylaw 25-13, which is attached to this report for reference purposes. Staff notes that the proposed amendment would be embedded within Section 2.3 - Economic Development, but it is understood that implementation of the policy direction extends to other areas, goals and objectives of the MDP that seek to manage current and future growth and development in Strathmore.

### **DESIRED OUTCOMES:**

Staff are supportive of Municipal Development Plan Amendment No.1 and recommend that Council proceed with a second reading and third reading of Bylaw No. 25-13.

### **COMMUNICATIONS:**

Staff has advertised the public hearing by including written notices in the Strathmore Times (May 28, June 4 and June 11, 2025), on the Town's social media accounts, as well as publishing the notice on the Town's website. The Town's Utility Newsletter that was mailed with utility bills for June 2025 also included a copy of the public notice. There are no adjacent landowner notice requirements as the proposed amendment to the Town's MDP would be applicable municipal-wide and not applied on a site-specific basis. At the time of writing this report, staff have not received any letters, emails or phone calls with respect to the proposed bylaw.

### **ALTERNATIVE ACTIONS/MOTIONS:**

Council may support the recommendation to proceed with second and third readings prior to enacting the proposed bylaw, or Council can choose to not complete second and third readings of the proposed bylaw, in which case Municipal Development Plan Amendment No.1 will be deemed to have been refused.

**ATTACHMENTS:**

[Attachment I: Draft Bylaw No. 25-13 \(MDPA - Tax Splits - Economic Development\)](#)

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Chuck Procter, Manager of Development Services	Approved - 27 May 2025
Jamie Dugdale, Director of Infrastructure, Operations, and Development Services	Approved - 27 May 2025
Kevin Scoble, Chief Administrative Officer	Approved - 29 May 2025
Veronica Anderson, Legislative Services Officer	Approved - 02 Jun 2025
Johnathan Stratthdee, Manager of Legislative Services	Approved - 03 Jun 2025

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**BYLAW NO. 25-13  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA****BEING A BYLAW OF THE TOWN OF STRATHMORE FOR THE PURPOSE OF AMENDING THE TOWN'S MUNICIPAL DEVELOPMENT PLAN.**

**WHEREAS** it is desirable to amend Bylaw No. 14-03, as amended, being the Town of Strathmore Municipal Development Plan;

**AND WHEREAS** pursuant to Section 632(3) of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and amendments thereto, a Municipal Development Plan may address the financial resources of a municipality;

**AND WHEREAS** Council has held a public hearing prior to second reading of this bylaw pursuant to Section 692(1) of the *Municipal Government Act*, R.S.A. 2000, c. M-26 and amendments thereto;

**NOW THEREFORE BE IT RESOLVED THAT** the Municipal Council of the Town of Strathmore, in the Province of Alberta, duly assembled **HEREBY ENACTS AS FOLLOWS:**

**1. SHORT TITLE**

- 1.1 This Bylaw may be cited as the "Municipal Development Plan Amendment No. 1."

**2. AMENDMENT**

- 2.1 THAT the Town of Strathmore Municipal Development Plan attached and forming part of Bylaw No. 14-03, is hereby amended as follows:

- a) By adding the following at the end of **Section 2.3 – Economic Development:**

**"2.3.10** The Town should promote non-residential property assessment growth by encouraging all new development and redevelopment within any new or existing Area Structure Plan to strive for and achieve a residential to non-residential assessment ratio of 60:40.

**2.3.11** The Town should promote the achievement of a municipal-wide residential to non-residential property assessment ratio of 70:30."

**3. EFFECTIVE DATE**

- 3.1 This Bylaw shall come into force and effect upon receiving third and final reading and having been signed accordingly.

**READ A FIRST TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025

**PUBLIC HEARING HELD** this \_\_\_\_ day of \_\_\_\_\_, 2025

**READ A SECOND TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025

**READ A THIRD AND FINAL TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025

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Mayor

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Director of Strategic, Administrative and



# Request for Decision

**To:** Council

**Staff Contact:** Veronica Anderson, Legislative Services Officer

**Date Prepared:** June 4, 2025

**Meeting Date:** June 18, 2025

**SUBJECT:** Regular Council Meeting Minutes - June 4, 2025

**RECOMMENDATION:** THAT Council adopt the June 4, 2025 Regular Council Meeting Minutes as presented in Attachment I.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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**IMPLICATIONS OF RECOMMENDATION:****GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the June 4, 2025 Regular Council Meeting are given to Council for adoption.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

N/A

**POLICY:**

N/A

**IMPLEMENTATION:**

N/A

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**BACKGROUND:**

N/A

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**KEY ISSUE(S)/CONCEPT(S):**

N/A

**DESIRED OUTCOMES:**

N/A

**COMMUNICATIONS:**

Once signed, the June 4, 2025 Regular Council Meeting Minutes will be posted on the Town's website.

**ALTERNATIVE ACTIONS/MOTIONS:**

1. Council may adopt the recommended motion.



2. Council may provide further direction regarding the Regular Council Meeting Minutes.

**ATTACHMENTS:**

[Attachment I: REGULAR COUNCIL - 04 Jun 2025 - Minutes](#)

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Claudette Thorhaug, Legislative Services Officer

Approved  
- 05 Jun  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 09 Jun  
2025



# MINUTES

## REGULAR COUNCIL MEETING

6:00 PM - Wednesday, June 4, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

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**COUNCIL PRESENT:**

Mayor Pat Fule, Councillor Melissa Langmaid, Deputy Mayor Debbie Mitzner, Councillor Jason Montgomery, Councillor Denise Peterson, Councillor Richard Wegener, and Councillor Brent Wiley

**STAFF PRESENT:**

Kevin Scoble (Chief Administrative Officer), Jamie Dugdale (Director of Infrastructure, Operations, and Development Services), Mark Pretzlaff (Director of Community and Protective Services), Kara Rusk (Director of Strategic, Administrative, and Financial Services), and Johnathan Strathdee (Manager of Legislative Services)

1. **CALL TO ORDER**

Mayor Fule called the June 4, 2025 Regular Council Meeting to order at 6:00 p.m.

2. **CONFIRMATION OF AGENDA**

**Resolution 176.06.25**

Moved by Councillor Langmaid

THAT Council adopt the June 4, 2025 Regular Council Meeting Agenda as presented.

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

3. **CLOSED MEETING**

**Resolution 177.06.25**

Moved by Councillor Peterson

THAT Council move In Camera to discuss items related to sections 24(1)(a), and 24(1)(b)(i) of the Freedom of Information and Protection of Privacy Act at 6:03 p.m.

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**3.1. Service and Service Level Inventory Review – Advice from officials – FOIP S. 24(1)(a)**

**3.2. Council CAO Dialogue – Advice from officials – FOIP S. 24(1)(b)(i)**

**Resolution 178.06.25**

Moved by Councillor Langmaid

THAT Council move out of Camera at 6:56 p.m.

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**Resolution 179.06.25**

Moved by Councillor Peterson

THAT Council amend the June 4, 2025 Regular Council Meeting agenda to add *Funding for Security Services - 2025 Lead by Example Powwow*, as item 11.4 under Business.

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**4. PUBLIC HEARING**

**4.1. Land Use Bylaw Amending Bylaw No. 25-09 (Removal of Regulations for Garden and Garage Suites)**

Mayor Fule opened the Public Hearing for Bylaw No. 25-09 at 7:04 p.m. This public hearing was held pursuant to the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments there to.

- There were no written submissions received.
- Chuck Procter presented for Administration.
- Mike Mathieu spoke in opposition to Bylaw No. 25-09.
- Claude Brown spoke in favor of Bylaw No. 25-09.

Mayor Fule closed the Public Hearing for Bylaw No. 25-09, being a bylaw to amend the Town's Land Use Bylaw No. 14-11 at 7:17 p.m.

## 5. **BYLAWS**

### 5.1. **Land Use Bylaw Amending Bylaw No. 25-09 (Removal of Regulations for Garden and Garage Suites)**

#### **Resolution 180.06.25**

Moved by Councillor Wiley

THAT Council give Second Reading to Bylaw No. 25-09, being a Bylaw to amend the Land Use Bylaw No. 14-11.

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Montgomery, Councillor Peterson, and Councillor Wiley

**AGAINST:** Councillor Langmaid and Councillor Wegener

**CARRIED**

#### **Resolution 181.06.25**

Moved by Councillor Wiley

THAT Council give Third Reading to Bylaw No. 25-09, being a Bylaw to amend the Land Use Bylaw No. 14-11.

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Montgomery, Councillor Peterson, and Councillor Wiley

**AGAINST:** Councillor Langmaid and Councillor Wegener

**CARRIED**

#### **Resolution 182.06.25**

Moved by Councillor Wiley

THAT Council direct Administration to bring back information on current zoning in the downtown and offering possible solutions to increase density, including the option of Garden and Garage suites.

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

## 6. **PUBLIC COMMENTS**

- Jason Hollingsworth spoke regarding 10.1 *Land Use Bylaw Amending Bylaw No. 14-11 (Childcare Services as a Discretionary Use in the CHWY – Highway Commercial District)*

- Claude Brown spoke regarding 10.1 *Land Use Bylaw Amending Bylaw No. 14-11 (Childcare Services as a Discretionary Use in the CHWY – Highway Commercial District)*

## 7. **DELEGATIONS**

None.

## 8. **CONSENT AGENDA**

### **Resolution 183.06.25**

Moved by Councillor Wiley

THAT Council adopt the recommendations of the following agenda reports by an omnibus motion:

9.1 Regular Council Meeting Minutes – May 21, 2025

9.2 Special Council Meeting Minutes – May 28, 2025

11.2 RCMP Radio Access MOU

11.3 Property Tax Recovery – Tax Auction Reserve Bids and Conditions of Sale

13.1 MCMC Congratulatory Letters to Ministers

13.2 Joint Municipal Policing Committee Proposal

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

**AGAINST:** None

**CARRIED**

## 9. **CONFIRMATION OF MINUTES**

### **9.1. Regular Council Meeting Minutes – May 21, 2025**

The following motion was adopted by the consent agenda:

THAT Council adopt the May 21, 2025 Regular Council Meeting Minutes as presented in Attachment I.

### **9.2. Special Council Meeting Minutes – May 28, 2025**

The following motion was adopted by the consent agenda:

THAT Council adopt the May 28, 2025 Special Council Meeting Minutes as presented in Attachment I.



## 10. **BYLAWS**

### 10.1. **Land Use Bylaw Amending Bylaw No. 14-11 (Childcare Services as a Discretionary Use in the CHWY – Highway Commercial District)**

#### **Resolution 184.06.25**

Moved by Councillor Langmaid

THAT Council give First Reading to Bylaw No. 25-14, being a bylaw to amend the Town of Strathmore Land Use Bylaw No. 14-11;

AND THAT Council direct Town Administration to schedule a Public Hearing for Bylaw No. 25-14 on July 2, 2025, at 7:00 p.m. in Council Chambers.

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Peterson, Councillor Wegener

**AGAINST:** Councillor Montgomery and Councillor Wiley

**CARRIED**

## 11. **BUSINESS**

### 11.1. **Social Prescribing Grant Program**

#### **Resolution 185.06.25**

Moved by Councillor Peterson

THAT Council approves the continuation of the Social Prescribing grant program from October 2025 until September 2028, with attention being given to transportation for seniors who do not qualify for the Handi-Bus.

AND THAT Council approve funding in the amount of:

- \$31,025.00 for 2027
- \$34,425.00 for 2028

**FOR:** None.

**AGAINST:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

**DEFEATED**

#### **Resolution 186.06.25**

Moved by Councillor Wegener

THAT Council approves the continuation of the Social Prescribing grant program from October 2025 until September 2028;

AND THAT Council approve funding in the amount of:

- \$31,025.00 for 2027
- \$34,425.00 for 2028

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Peterson, Councillor Wegener

**AGAINST:** Councillor Montgomery and Councillor Wiley

**CARRIED**

**11.2. RCMP Radio Access MOU**

The following motion was adopted by the consent agenda:

THAT Council authorize the Mayor to sign the memorandum of understanding between the RCMP and the Town of Strathmore, as presented in Attachment I.

**11.3. Property Tax Recovery – Tax Auction Reserve Bids and Conditions of Sale**

The following motion was adopted by the consent agenda:

THAT Council sets the following reserve bids, pursuant to Section 419(a) of the *Municipal Government Act*.

Roll:

20039.00 - \$1,500.00

20040.00 - \$1,500.00

20041.00 - \$1,500.00

20088.00 - \$1,500.00

AND THAT the following conditions of sale be set for each property, pursuant to Section 419(b) of the *Municipal Government Act*.

Each parcel will be offered for sale, subject to a reserve bid and to the reservations and conditions contained in the existing certificate of title. The land is being offered for sale on an “as is, where is” basis and the Town of Strathmore makes no representation and gives no warranty whatsoever as to the adequacy of services, soil conditions, land use districting, building and development conditions, absence or presence of environmental contamination, or the developability of the subject lands for any use intended by the Purchaser. No bid will be accepted where the bidder attempts to attach conditions precedent to the sale of any parcel. No terms and conditions will be considered other than those specified by the Town of Strathmore.

The Town of Strathmore may, after the public auction, become the owner of any parcel of land that is not sold at public auction.

Terms: Balances payable within 30 days of the date of the Public Auction. Remittances must be in the form of a certified cheque or bank draft. GST will apply to all applicable lands.

Redemption may be affected by payment of all arrears of taxes, penalties and costs at any time prior to the sale.

#### **11.4 Funding for Security Services - 2025 Lead by Example Powwow**

##### **Resolution 187.06.25**

Moved by Councillor Wegener

THAT Council approves a payment of \$8,500 from the Town's 2025 Operating Budget to the Kakato'si Kristian Ayoungman Foundation to assist with security service costs related to the 2025 Lead by Example Powwow, with this amount to be deducted off any financial contribution to the 2026 Lead by Example Powwow.

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Peterson, Councillor Wegener, and Councillor Wiley

**AGAINST:** Councillor Montgomery

**CARRIED**

### **12. COUNCILLOR INFORMATION & INQUIRIES**

#### **12.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS**

##### **12.1.1 Condolences**

Councillor Wegener expressed condolences on the recent passing of O'Shea Red Crow who was a member of the Agra Risk Wheatland Kings Junior Hockey Team.

##### **12.1.2 Appreciation**

Councillor Montgomery shared appreciation for the cleanliness of the Town.

#### **12.2. BOARD AND COMMITTEE REPORTS**

None.

#### **12.3. QUESTION AND ANSWER PERIOD**

##### **12.3.1 Tax Auction**

Councillor Montgomery inquired on the reserve amount for the properties in the July 3 Tax Auction, it was clarified that the property in question are parking stalls with no structures on them.

**12.4. ADMINISTRATIVE INQUIRIES**

None.

**12.5. NOTICES OF MOTION**

Mayor Fule relinquished the Chair to Deputy Mayor Mitzner at 8:37 p.m.

**12.5.1. WestCreek Land Transfer – Mayor Fule**

**Resolution 188.06.25**

Moved by Mayor Fule

THAT Council direct the CAO to complete an agreement for the transfer of WestCreek lands south of Gray's Park to the Town of Strathmore, at an appropriate and mutually agreed upon time in the development and approval phases.

**FOR:** Mayor Fule, Councillor Mitzner, Councillor Langmaid, Councillor Montgomery, Councillor Peterson, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

Mayor Fule regained the chair at 8:42 p.m.

**13. CORRESPONDENCE**

**13.1. MCMC Congratulatory Letters to Ministers**

**13.2. Joint Municipal Policing Committee Proposal**

**14. ADJOURNMENT**

Mayor Fule adjourned the June 4, 2025 Regular Council Meeting at 8:42 p.m.

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Mayor

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Director of Strategic, Administrative,  
and Financial Services



# Request for Decision

**To:** Council

**Staff Contact:** Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

**Date Prepared:** June 11, 2025

**Meeting Date:** June 18, 2025

**SUBJECT:** Budget Amendment - Township Road 240

**RECOMMENDATION:** THAT Council approves a budget amendment in the amount of \$100,000 from the Financial Stabilization Reserve for repair materials and construction monitoring on Township Road 240.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## **HOW THE STRATEGIC PRIORITIES ARE MET:**

The expenditures are deemed necessary by Administration to protect Town-owned assets.

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## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

N/A

### **SOCIAL SUSTAINABILITY:**

N/A

### **ENVIRONMENTAL SUSTAINABILITY:**

N/A



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**IMPLICATIONS OF RECOMMENDATION:****GENERAL:**

If the budget amendment is not passed, Administration will be unable to proceed with the monitoring and protection of Town Assets.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

Staff time was utilized to create this report, and the budget funds will be contracted to third parties.

**FINANCIAL:**

The work detailed in the motion was previously unbudgeted. Council's approval via this motion will enable Administration to proceed with the required repairs and monitoring.

**POLICY:**

N/A

**IMPLEMENTATION:**

Once approved, Administration will amend the 2025 Budget and commence sourcing the necessary work.

---

**BACKGROUND:**

The County of Wheatland is completing a road project adjacent to the Town's East Calgary Regional Waterline (ECRW). In an abundance of caution, Administration plans to source appropriate repair materials and contract third-party inspection services to monitor the work as it relates to the ECRW and also be prepared in the case a line strike were to occur.

Work is anticipated to occur in the summer of 2025; however, exact dates have not yet been confirmed.

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**KEY ISSUE(S)/CONCEPT(S):**

If the budget amendment is not passed, Administration will be unable to proceed with the monitoring/inspection required.

**DESIRED OUTCOMES:**

That Council passes the recommended motion.

**COMMUNICATIONS:**

N/A

**ALTERNATIVE ACTIONS/MOTIONS:**

N/A

---

Kevin Scoble, Chief Administrative Officer

Approved  
- 12 Jun  
2025



# Request for Decision

**To:** Mayor & Council

**Staff Contact:** Ethan Wilson, Manager of Infrastructure

**Date Prepared:** May 28, 2025

**Meeting Date:** June 18, 2025

**SUBJECT:** Water Utility Amending Bylaw No. 25-18 (Bulk Water)

**RECOMMENDATION:** THAT Council provide First Reading to Bylaw 25-18, being the Water Utility Amending Bylaw.

THAT Council provide Second Reading to Bylaw 25-18, being the Water Utility Amending Bylaw.

THAT Council provide Unanimous Consent for Third and Final Reading to Bylaw 25-18, being the Water Utility Amending Bylaw.

THAT Council provide Third Reading to Bylaw 25-18, being the Water Utility Amending Bylaw.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## **HOW THE STRATEGIC PRIORITIES ARE MET:**

Ensuring the safety of the municipal water supply, in this case through the purchases of Bulk Water, allows the Town to continue to provide the best services available while reducing the risk of interruptions or contaminations.

## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

N/A

**SOCIAL SUSTAINABILITY:**

N/A

**ENVIRONMENTAL SUSTAINABILITY:**

Updates to the Bylaw are primarily to protect the water supply but also have the benefit of assisting in environmental matters and limiting spills or releases into the environment.

---

**IMPLICATIONS OF RECOMMENDATION:****GENERAL:**

Customers who currently use the Bulk Water Station will not see a change to services. Assuming they were previously following best practices and the requirements of the plumbing code, services will continue as normal. For users which did not follow the proper procedures, the Bylaw now clearly reflects the requirements and the penalties should they choose not to follow the requirements. In addition, liability is transferred from the Town to the user should any mis-handlings occur.

**ORGANIZATIONAL:**

None

**OPERATIONAL:**

None, optimization of services is being reviewed however that is separate from this Bylaw.

**FINANCIAL:**

None

**POLICY:**

None

**IMPLEMENTATION:**

Upon Third reading this Bylaw will come into effect and provide administration with more options to ensure proper use of the facility.

---

**BACKGROUND:**

Recent issues at the bulk water station have resulted in purchased water being overflowed, mixed, or mis-handled in a variety of ways. Although no impact to the potable water system

was had, the risk of potential contamination is too high and must be mitigated. Updates to the bylaw, specifically the requirement to maintain all required protections, helps to provide a safety factor in maintaining the Town's potable water system.

Secondary to this, when mis-handlings occur it likely will result in a spill. Although a spill of potable water is minor in the scale of potential contaminations, other factors such as mixed products (i.e. chemicals) can increase the severity of contamination significantly. Transferring liability and requiring the customer to remain responsible for any spill allows the Town to manage its risk appropriately.

### **KEY ISSUE(S)/CONCEPT(S):**

The protections provided for in this bylaw are standard in all neighbouring municipalities and follows the plumbing code. Nothing within this bylaw should be considered extra or abnormal to the expectations of other bulk water stations.

### **DESIRED OUTCOMES:**

This Bylaw will provide more options to ensure compliance and to transfer liability to the customer for their mis-handlings.

### **COMMUNICATIONS:**

Protections have been communicated to users in the past, those communications will continue.

### **ALTERNATIVE ACTIONS/MOTIONS:**

N/A

### **ATTACHMENTS:**

[Attachment I: Bylaw 25-18 - Water Utility Amending Bylaw - Bulk Water](#)

Ethan Wilson, Manager of Infrastructure

Approved  
- 04 Jun  
2025

Jamie Dugdale, Director of Infrastructure, Operations, and Development Services

Approved  
- 04 Jun  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 12 Jun  
2025

Veronica Anderson, Legislative Services Officer

Approved



- 12 Jun  
2025  
Approved  
- 13 Jun  
2025

Johnathan Strathee, Manager of Legislative Services

**BYLAW NO. 25-18**  
**TOWN OF STRATHMORE**  
**IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA TO AMEND THE WATER UTILITY BYLAW NO. 18-06 AND IT'S AMENDING BYLAW 21-03;**

**WHEREAS** Council wishes to amend the Water Utility Bylaw No. 18-06 and it's amending Bylaw 21-03;

**NOW THEREFORE BE IT RESOLVED THAT** the Municipal Council of the Town of Strathmore, in the Province of Alberta duly assembled **HEREBY ENACTS AS FOLLOWS:**

**1. SHORT TITLE**

1.1 This Bylaw may be cited as the "Water Utility Amending Bylaw No. 25-18"

**2. AMENDMENTS**

2.1 The Water Utility Bylaw No. 18-06 is amended as follows:

a) Part 19 is struck out entirely and replaced with the following:

- 19.1 The Town may, at its discretion, make water available for sale at select permanent or temporary bulk water stations of the Town's choosing.
- 19.2 The Town is not obligated to supply water at its bulk water station(s) and the supply of water may be discontinued or interrupted for any reason.
- 19.3 A customer requesting access to a Town bulk water station may apply to the Town for a bulk water account under the following conditions:
  - (a) The account holder shall commit to maintaining all required protections, such as an appropriate air gap, to maintain the integrity of the Town's water supply

- (b) The account holder shall remain responsible for any user of the account
- (c) The account holder shall be held liable for any damages, physical or environmental, and pay any fines rendered by appropriate authorities, due to their actions or mis-handlings.

19.4 Rates, fees, or other charges shall be added to the customer's account in accordance with the Town's Fees Bylaw.

19.5 Mixing of products, such as additives, chemicals, dyes, or the similar, shall not occur at the bulk water station and must occur offsite, following the receipt of bulk water, not prior.

19.6 The Town, although taking every effort to maintain a clean water supply, shall not be held responsible for the quality of water received by the customer from a bulk water station.

2.2 The Water Utility Amendment Bylaw 21-03 is amended as follows:

a) Schedule E shall have the following additions:

<b>WATER UTILITY PENALTIES</b>				
<b>Provisions Contravened</b>	<b>Offence</b>	<b>Penalty: First Offence</b>	<b>Penalty: Second Offence</b>	<b>Penalty: Third Offence</b>
<b>19.3a</b>	Failure to provide appropriate protections	\$500	\$1,500	\$5,000
<b>19.5</b>	Mixing of products, which may or may not cause harm, while purchasing bulk water	\$250	\$500	\$1,000

### **3. ENACTMENT**

3.1 This Bylaw comes into full force and effect upon third and final reading and being duly signed.

**READ A FIRST TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025.

**READ A SECOND TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025.

**READ A THIRD AND FINAL TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER



# Request for Decision

**To:** Council

**Staff Contact:** Johnathan Stratthdee, Manager of Legislative Services

**Date Prepared:** May 25, 2025

**Meeting Date:** June 18, 2025

**SUBJECT:** Council Code of Conduct Bylaw Repealing Bylaw No. 25-19

**RECOMMENDATION:** THAT Council give First Reading to Bylaw No. 25-19, being a Bylaw to repeal Council Code of Conduct Bylaw No. 19-08 and Council Code of Conduct Bylaw Amending Bylaw 20-13.

THAT Council give Second Reading to Bylaw No. 25-19, being a Bylaw to repeal Council Code of Conduct Bylaw No. 19-08 and Council Code of Conduct Bylaw Amending Bylaw 20-13.

THAT Council give Unanimous Consent for Third and Final Reading to Bylaw No. 25-19, being a Bylaw to repeal Council Code of Conduct Bylaw No. 19-08 and Council Code of Conduct Bylaw Amending Bylaw 20-13.

THAT Council give Third Reading to Bylaw No. 25-19, being a Bylaw to repeal Council Code of Conduct Bylaw No. 19-08 and Council Code of Conduct Bylaw Amending Bylaw 20-13.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

N/A



**SUSTAINABILITY**

**ECONOMIC SUSTAINABILITY:**

N/A

**SOCIAL SUSTAINABILITY:**

N/A

**ENVIRONMENTAL SUSTAINABILITY:**

N/A

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**IMPLICATIONS OF RECOMMENDATION:**

**GENERAL:**

Bill 50 amends the *Municipal Government Act*, Section 145 as follows:

- (a) **in subsection (1) by striking out “A council may” and substituting “Subject to an order made under subsection (4) and to subsections (7) and (9), a council may”;**
- (b) **in subsection (3) by striking out “Where a council” and substituting “Subject to an order made under subsection (4) and to subsections (7), (9) and (12), where a council”;**
- (c) **by adding the following after subsection (3):**

(4) The Minister may, by order,

- (a) establish procedures for council and council committee meetings,
- (b) amend the procedures referred to in clause (a), and
- (c) specify matters relating to procedures for council and council committee meetings that may not be included in a bylaw.

(5) As soon as practicable after making an order under subsection (4), the Minister must make the order publicly available on the website of the Minister’s department.

(6) The *Regulations Act* does not apply to an order made under subsection (4).

(7) If the Minister makes an order under subsection (4), a council may, by bylaw, provide for

- (a) procedures for council and council committee meetings in addition to those established under that order, and
- (b) matters relating to those procedures other than matters specified by that order that may not be included in a bylaw.

(8) If there is a conflict or inconsistency between an order made under subsection (4) and a bylaw referred to in subsection (7), the bylaw is of no force and effect to the extent of the conflict or inconsistency in respect of any procedures for council or committee meetings established or matters specified under that order.

(9) A council may not make a bylaw or a resolution under this Act that addresses the behaviour or conduct of councillors or of members of council committees who are not councillors.

(10) A bylaw or any portion of a bylaw or a resolution or any portion of a resolution passed by a municipality prior to the coming into force of this subsection that provides for a code of conduct for councillors or members of council committees who are not councillors or addresses the behaviour or conduct of those councillors or members and that was in effect immediately before the coming into force of this subsection is repealed on the coming into force of this subsection.

(11) A council must update its bylaws respecting procedures for council and council committee meetings, if any, within 6 months of the date of an order made under subsection (4) to accord with that order.

(12) An order made under subsection (4) does not apply to a board or other body established by a council under this Act.

**(3) Part 5, Division 1.1 and sections 153(e.1) and 153.1 are repealed.**

(3) Part 5, Division 1.1 and sections 153(e.1) and 153.1 presently read:

*Division 1.1  
Codes of Conduct*

*146.1(1) A council must, by bylaw, establish a code of conduct governing the conduct of councillors.*

*(2) A code of conduct under subsection (1) must apply to all councillors equally.*

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

N/A

**POLICY:**

Bill 50, the [Municipal Affairs Statutes Amendment Act, 2025](#), changes key municipal processes. Fact sheet can be referenced in Attachment II, the section relating to *Codes of Conduct Bylaws* and their removal has been highlighted.

**IMPLEMENTATION:**

Existing bylaws, *Council Code of Conduct Bylaw No. 19-08* and *Council Code of Conduct Bylaw Amending Bylaw No. 20-13* will be removed from the Town of Strathmore website.

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**BACKGROUND:**

Bill 50, the [Municipal Affairs Statutes Amendment Act, 2025](#), introduces significant changes to the municipal code of conduct in Alberta. The bill prohibits municipal councils from creating and adopting codes of conduct. This change aims to replace existing codes with provincial guidelines that the government will establish. These procedures are expected to be consistent across the province and could streamline meeting governance, especially in communities where interpretation of procedural rules has been inconsistent.

Municipal Affairs will consult with stakeholders to establish consistent, standard council meeting procedures and explore options for a municipal ethics commissioner to address Councillor accountability and ethics issues.

Ministerial order came from Minister Schow on May 15, 2025 to rescind Codes of Conduct for Elected Officials.

A repealing bylaw must be adopted in order to appeal the original Town of Strathmore Bylaw, as per *Municipal Government Act S.191(2) The amendment or repeal must be made in the same way as the original bylaw and is subject to the same consents or conditions or advertising requirements that apply to the passing of the original bylaw, unless this or any other enactment provides otherwise.*

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**KEY ISSUE(S)/CONCEPT(S):**

As per Attachment II, Ministerial Order No MSD:032/25, municipal oversight for Councillor conduct has been removed with the adoption of Bill 50.

**DESIRED OUTCOMES:**

The Council Code of Conduct Bylaw No.19-08 and Council Code of Conduct Bylaw Amending Bylaw No. 20-13 have been rescinded in accordance with Municipal Affairs Statutes Amendment Act, 2025.

**COMMUNICATIONS:**

None at this time.

**ALTERNATIVE ACTIONS/MOTIONS:**

1. Council may give 1st, 2nd, and 3rd reading to Bylaw No. 25-19.
2. Council may only give 1st reading to Bylaw No. 25-19.
3. Council may provide Administration with further direction.

**ATTACHMENTS:**

[Attachment I: Council Code of Conduct Bylaw Repealing Bylaw No. 25-19](#)  
[Attachment II: 2025 MSD032-25 Municipal Affairs Code of Conduct Repeal](#)  
[Attachment III: Municipal Affairs Statutes Amendment Act 2025 Fact Sheet](#)  
[Attachment IV: Council Code of Conduct Bylaw No. 19-08](#)  
[Attachment V: Council Code of Conduct Amendment Bylaw No. 20-13](#)

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Johnathan Stratthdee, Manager of Legislative Services

Approved  
- 09 Jun  
2025

Kara Rusk, Director of Strategic, Administrative, and Financial Services

Approved  
- 09 Jun  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 12 Jun  
2025



**BYLAW NO. 25-19  
OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA****A BYLAW OF THE TOWN OF STRATHMORE FOR THE PURPOSE OF REPEALING  
COUNCIL CODE OF CONDUCT BYLAW NO. 19-08 AND COUNCIL CODE OF CONDUCT  
AMENDING BYLAW NO. 20-13.**

**WHEREAS** pursuant to the Municipal Government Act; RSA 2000, c. M-26 and amendments thereto, Council must repeal bylaws in the same manner in which they were adopted.

**AND WHEREAS** by Ministerial Order No. MSD:032/25, Councils may no longer establish their own code of conduct bylaws.

**NOW THEREFORE BE IT RESOLVED THAT** the Municipal Council of the Town of Strathmore, in the Province of Alberta duly assembled **HEREBY ENACTS AS FOLLOWS:**

**1. TITLE**

- 1.1 This Bylaw may be cited as the "Council Code of Conduct Repealing Bylaw."

**2. REPEAL**

- 2.1 The Council Code of Conduct Bylaw No. 19-08 is hereby repealed.
- 2.2 The Council Code of Conduct Amending Bylaw No. 20-13 is hereby repealed.

**3. EFFECTIVE DATE**

- 4.1 This Bylaw shall come into force and effect upon receiving third and final reading and being signed.

**READ A FIRST TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025.

**READ A SECOND TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025.


**READ A THIRD AND FINAL TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025.

Mayor

---

Director of Strategic,  
Administrative and Financial Services



FILED UNDER  
THE REGULATIONS ACT  
as ALBERTA REGULATION 111/2025  
ON May 15 2025  
  
REGISTRAR OF REGULATIONS

MINISTERIAL ORDER NO. MSD:032/25

I, Joseph Schow, Acting Minister of Municipal Affairs, pursuant to Section 146.1(5) of the *Municipal Government Act*, make the Code of Conduct for Elected Officials Repeal Regulation as set out in the attached Appendix.

Dated at Edmonton, Alberta, this 14 day of May, 2025.

  
Joseph Schow  
Acting Minister of Municipal Affairs

**APPENDIX**  
**Municipal Government Act**  
**CODE OF CONDUCT FOR ELECTED OFFICIALS**  
**REPEAL REGULATION**

**1** The *Code of Conduct for Elected Officials Regulation*  
(AR 200/2017) is repealed.

**2** This Regulation comes into force on the coming into force  
of section 2(3) of the *Municipal Affairs Statutes Amendment*  
*Act, 2025*.

# Municipal Affairs Statutes Amendment Act, 2025

Bill 50: the *Municipal Affairs Statutes Amendment Act, 2025*, introduces updates to modernize municipal processes, improve election accessibility, enhance local governance, and strengthen homebuyer protections. The bill proposes amendments to the *Local Authorities Election Act*, the *Municipal Government Act*, and the *New Home Buyer Protection Act*, with consequential amendments to the *Safety Codes Act*.

## Local Elections – Changes to the *Local Authorities Election Act (LAEA)*

### Amendments to Local Election Rules:

- **Improving voter accessibility:** Enabling elector assistance terminals in local elections empowers voters with disabilities to mark their ballots independently and privately. These terminals do not count ballots, are not connected to the Internet, and print out a paper ballot as required by Alberta law.
- **Updating local political party campaign finance rules:** Allowing registered local political parties in Calgary and Edmonton to transfer funds among their endorsed candidates. Local political parties will largely follow the same rules and disclosure requirements for transfers as provincial political parties. The updates also clarify the definitions of “campaign expense” and “contribution” to improve transparency and consistency in reporting. Finally, the updates will also increase transparency by requiring local political parties to disclose financial records in September 2025, prior to the October election.
- **Clarifying election rules:** Distinguishing between recounts ordered directly by returning officers and recounts requested by runner-up candidates whose vote totals are within 0.5 per cent of all ballots cast. Simplifying the withdrawal process for municipal candidates by clarifying they have 24 hours after nominations close to withdraw from an election, for any reason.
- **Protecting voter rights in Municipality of Jasper:** Special provisions ensure residents displaced by wildfires maintain eligibility to vote and run in Jasper’s local elections, provided they plan to continue residing in the municipality.

## Municipal Governance – Changes to the *Municipal Government Act (MGA)*

### Amendments to Municipal Councils, Administration, and Operations:

- **Ending political misuse of codes of conduct:** Prohibiting municipal councils from creating and adopting codes of conduct prevents abuse of these tools to silence dissent or bully council members. Councils cannot make a bylaw or resolution that addresses councillor conduct or behaviour. Any current complaint or sanction against a councillor under a code of conduct bylaw or resolution is terminated.
  - **Next steps:** Municipal Affairs will consult with stakeholders to establish consistent, standard council meeting procedures and explore options for a municipal ethics commissioner to address councillor accountability and ethics issues.
- **Promoting Chief Administrative Officer (CAO) effectiveness:** Municipalities must appoint only one CAO. Councils cannot pass bylaws altering the majority requirement needed to appoint, suspend, or revoke a CAO's appointment. Additionally, CAOs must report the use of natural person powers to council in writing within 72 hours of exercising those powers and must provide information requested by council members.
- **Strengthening Official Administrators (OAs):** Strengthening oversight in the rare cases where OAs are appointed by requiring councils to notify OAs of all regularly scheduled or special council meetings. OAs can attend all closed meetings except those involving legal privilege. OAs can direct municipalities to provide records (subject to legal privilege) within specified timeframes, and must authorize all agreements, cheques, or financial instruments of the municipality or council.
- **Improving administrative transparency:** CAOs must share information to council members as soon as is practical upon request. If information is not shared due to personal privacy or confidentiality reasons, these reasons for not sharing must be provided to all councillors. Information must be provided to all other councillors within 72 hours of the information being provided to the councillor.

- **Adding regulatory powers:** The Lieutenant Governor in Council has regulation making authority to define “public interest” and “policy of government” to address rare situations requiring provincial intervention to order a vote of electors to remove a councillor or repeal a municipal bylaw.

#### **Amendments to Intermunicipal Collaboration Frameworks (ICFs):**

- **Establishing mandatory services:** An ICF must address a list of mandatory services comprising transportation, water and wastewater, solid waste, emergency services, and recreation. Municipalities may mutually agree to include additional services, excluding some types of third-party services such as libraries and police services. Additional services are not subject to arbitration.
- **Creating flexible frameworks for rural communities:** Adjacent municipal districts may mutually agree to opt out of an ICF by passing a resolution stating that intermunicipal services are adequately provided through other means. Reasons for opting out must be published on their websites. This agreement may be revoked by either municipal district with written notice.
- **Increasing fairness of cost-sharing rules in intermunicipal agreements:** Capital costs for new facilities providing mandatory services may only be included in an ICF if all municipalities involved have previously agreed to and participated in the facility's design and construction decisions.
- **Enhancing information transparency:** Each municipality in an ICF must disclose to other municipalities any information, data, and assumptions used in developing its cost-calculation proposals.
- **Clarifying definitions:**
  - **Costs of intermunicipal services:** Defined as operating, capital, and other non-operating costs necessary to deliver services.
  - **Third-party services:** Defined as services provided by an independent third-party service provider, which is the sole authorized provider authorized under an enactment to provide the service.
  - **Act in good faith:** Defined as acting honestly, respectfully, reasonably, communicating appropriately, sharing necessary information, meeting through authorized representatives, and being prepared to discuss all issues and explain all rationale.
- **Strengthening arbitration in intermunicipal disputes:**
  - An arbitrator must prepare an ICF based strictly on the arbitrator's award in a dispute, and the relevant municipalities must adopt that framework. The arbitrator cannot alter matters already agreed upon or previously undiscussed items in the new framework.
  - An arbitrator must submit a finalized ICF to municipalities within 30 days after their decision and provide a copy of both the award and the framework to the Minister within the same timeframe.
  - Municipalities must adopt the arbitrated ICF within 60 days of receipt.
- **Improving Ministerial oversight and authority:**
  - If a municipality fails to comply with an arbitration award or does not adopt a mandated framework, the Minister of Municipal Affairs may issue orders enforcing compliance.
  - The Minister of Municipal Affairs can require municipalities to pay their proportionate share of arbitration fees. Non-compliance may result in enforcement actions, including withholding grants.
  - The Minister of Municipal Affairs may enact regulations or orders to implement ICFs resulting from arbitration, including regulations regarding the inclusion of capital costs.

ICFs are mandatory formal agreements between neighbouring municipalities designed to ensure coordinated delivery of shared services and infrastructure. They are crucial to fostering effective regional cooperation and cost-sharing.



## Homebuyer Protections – Changes to the *New Home Buyer Protection Act (NHBPA)* and *Safety Codes Act (SCA)*

### Amendments to Homebuyer Protections:

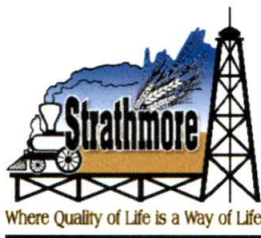
- **Streamlining owner-builder processes:** Simplified digital confirmation replaces notarized statutory declarations for owner-builders, expediting approvals and home construction.
- **Protecting future homebuyers:** Ensuring greater transparency when a home is built without mandatory warranty coverage. If a home is authorized to proceed without warranty, a notice (caveat) will be placed on the home's title to inform potential buyers. This notice will be automatically removed by the department once the home meets warranty requirements or the protection period expires.
- **Expanding exemptions for home sales:** The grounds for exemption include financial hardship, in addition to undue hardship, with provisions allowing for regulations on the discharge of caveats.
- **Restoring appeal rights:** Reintroduces fair appeal processes for homebuyer-related decisions through the Land and Property Rights Tribunal, ensuring homebuyers can challenge Registrar decisions related to exemptions, definitions, and rental-use designations.
- **Accessing expert-driven guidance:** Expands the Safety Codes Council to include additional appointees who can provide specialized advice on homebuyer protections. This ensures a broader range of expertise is available to support regulatory decisions.
  - The Council is formally responsible for providing advice and recommendations to the Minister on matters covered under the *NHBPA*, when requested, so expert input can help shape future homebuyer protection policies.
- **Strengthening builder licensing and improving warranty dispute resolution:** To be introduced in regulation following further stakeholder engagement.
- **Making administrative amendments:** Several technical updates clarify or extend existing provisions, including:
  - Defining “building permit” as a permit issued under the *Safety Codes Act*.
  - Clarifying that the protection period applies only to homes constructed under a building permit applied for on or after August 1, 2014.
  - Extending the expiry date of the Administrative Penalties Regulation to December 1, 2031.

### Next Steps

If passed, the *Municipal Affairs Statutes Amendment Act, 2025*, will bring changes to the MGA and LAEA into effect upon royal assent, while changes to the *NHBPA* and *SCA* will take effect upon proclamation. Regulations are expected in the coming months.

### Related Information

- [Land and Property Rights Tribunal Homebuyer Appeals](#)
- [Local Authorities Election Act](#)
- [Local Political Party Rules and Campaign Expense Limits](#)
- [Municipal Government Act](#)
- [New Home Buyer Protection Act](#)
- [Safety Codes Act](#)



OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA

BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF  
ALBERTA TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL

**WHEREAS**, pursuant to section 146.1(1) of the Municipal Government Act, a Council must, by bylaw, establish a code of conduct governing the conduct of Councillors;

**AND WHEREAS**, pursuant to section 146.1(3) of the Municipal Government Act, a Council may, by bylaw, establish a code of conduct governing the conduct of members of Council committees and other bodies established by the Council who are not Councillors;

**AND WHEREAS**, pursuant to section 153 of the Municipal Government Act, Councillors have a duty to adhere to the code of conduct established by the Council;

**AND WHEREAS** the public is entitled to expect the highest standards of conduct from the members that it elects to Council for the Town of Strathmore;

**AND WHEREAS** the establishment of a code of conduct for members of Council is consistent with the principles of transparent and accountable government;

**AND WHEREAS** a code of conduct ensures that members of Council share a common understanding of acceptable conduct extending beyond the legislative provisions governing the conduct of Councillors;

**NOW THEREFORE BE IT RESOLVED THAT** the Council of the Town of Strathmore, in the Province of Alberta, duly assembled, enacts as follows:

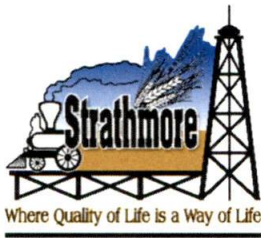
**1.0 TITLE**

1.1 This Bylaw may be referred to as the 'Council Code of Conduct Bylaw'.

**2.0 DEFINITIONS**

2.1 In this Bylaw, words have the meanings set out in the Act, except that:

- (a) "Act" means the Municipal Government Act, RSA 2000, Chapter M-26, and associated regulations, as amended;
- (b) "Administration" means the administrative and operational arm of the Municipality, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the Chief Administrative Officer;
- (c) "CAO" means the Chief Administrative Officer of the Municipality, or their delegate;



**OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

- (d) “FOIP” means the Freedom of Information and Protection of Privacy Act, RSA 2000, Chapter F-25, any associated regulations, and any amendments or successor legislation;
- (e) “Investigator” means Council or the individual or body established by Council to investigate and report on complaints;
- (f) “Member” means a member of Council and includes a Councillor, the Mayor and members of Council committees or other bodies established by Council who are not Councillors or the Mayor;
- (g) “Municipality” means the municipal corporation of the Town of Strathmore.

**3.0 PURPOSE AND APPLICATION**

- 3.1 The purpose of this Bylaw is to establish standards for the ethical conduct of Members relating to their roles and obligations as representatives of the Municipality and a procedure for the investigation and enforcement of those standards.

**4.0 REPRESENTING THE MUNICIPALITY**

- 4.1 Members shall:
  - (a) act honestly and, in good faith, serve the welfare and interests of the Municipality as a whole;
  - (b) perform their functions and duties in a conscientious and diligent manner with integrity, accountability and transparency;
  - (c) conduct themselves in a professional manner with dignity and make every effort to participate diligently in the meetings of Council, committees of Council and other bodies to which they are appointed by Council; and
  - (d) arrange their private affairs and conduct themselves in a manner that promotes public confidence and will bear close public scrutiny.

**5.0 COMMUNICATING ON BEHALF OF THE MUNICIPALITY**

- 5.1 A Member must not claim to speak on behalf of Council unless authorized to do so.
- 5.2 Unless Council directs otherwise, the Mayor is Council’s official spokesperson and in the absence of the Mayor it is the Deputy Mayor, or a representative appointed by Council. All inquiries from the media regarding the official Council position on an issue shall be referred to Council’s official spokesperson.





**OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

5.3 A Member who is authorized to act as Council's official spokesperson must ensure that their comments accurately reflect the official position and will of Council as a whole, even if the Member personally disagrees with Council's position.

5.4 No Member shall make a statement when they know that statement is false.

5.5 No Member shall make a statement with the intent to mislead Council or members of the public.

**6.0 RESPECTING THE DECISION-MAKING PROCESS**

6.1 Decision making authority lies with Council, and not with any individual Member. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present. No Member shall, unless authorized by Council, attempt to bind the Municipality or give direction to employees in Administration, agents, contractors, consultants or other service providers or prospective vendors to the Municipality.

6.2 Members shall conduct and convey Council business and all their duties in an open and transparent manner other than for those matters which by law are authorized to be dealt with in a confidential manner in an in-camera session, and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.

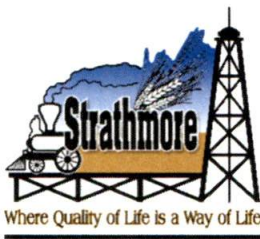
6.3 Members shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

**7.0 ADHERENCE TO POLICIES, PROCEDURES AND BYLAWS**

7.1 Members shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.

7.2 Members shall respect the Municipality as an institution, its bylaws, policies and procedures and shall encourage public respect for the Municipality, its bylaws, policies and procedures.

7.3 A Member must not encourage disobedience of any bylaw, policy or procedure of the Municipality in responding to a member of the public, as this undermines public confidence in the Municipality and in the rule of law.



OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA

**8.0 RESPECTFUL INTERACTIONS WITH COUNCIL MEMBERS, STAFF, THE  
PUBLIC AND OTHERS**

- 8.1 Members shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
- 8.2 Members shall treat one another, employees of the Municipality and members of the public with courtesy, dignity and respect and without abuse, bullying or intimidation.
- 8.3 No Member shall use indecent, abusive, or insulting words or expressions toward another Member, any employee of the Municipality or any member of the public.
- 8.4 No Member shall speak in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
- 8.5 Members shall respect the fact that employees in Administration work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any Member or group of Members.
- 8.6 Members must not:
- (a) involve themselves in matters of Administration, which fall within the jurisdiction of the CAO;
  - (b) use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any employee of the Municipality with the intent of interfering in the employee's duties; or
  - (c) maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of employees of the Municipality.

**9.0 CONFIDENTIAL INFORMATION**

- 9.1 Members must keep in confidence matters discussed in private at a Council or Council committee meeting until the matter is discussed at a meeting held in public.
- 9.2 No Member shall use confidential information for personal benefit or for the benefit of any other individual organization.





**OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

- 9.3 In the course of their duties, Members may also become privy to confidential information received outside of an “in-camera” meeting. Members must not:
- (a) disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by Council to do so;
  - (b) access or attempt to gain access to confidential information in the custody or control of the Municipality unless it is necessary for the performance of the Member’s duties and is not otherwise prohibited by Council, and only then if the information is acquired through appropriate channels in accordance with applicable Council bylaws and policies;
  - (c) use confidential information for personal benefit or for the benefit of any other individual or organization.
- 9.4 Confidential information includes information in the possession of, or received in confidence by, the Municipality that the Municipality is prohibited from disclosing pursuant to legislation, court order or by contract, or is required to refuse to disclose under FOIP or any other legislation, or any other information that pertains to the business of the Municipality, and is generally considered to be of a confidential nature, including but not limited to information concerning:
- (a) the security of the property of the Municipality;
  - (b) a proposed or pending acquisition or disposition of land or other property;
  - (c) a tender that has or will be issued but has not been awarded;
  - (d) contract negotiations;
  - (e) employment and labour relations;
  - (f) draft documents and legal instruments, including reports, policies, bylaws and resolutions, that have not been the subject matter of deliberation in a meeting open to the public;
  - (g) law enforcement matters;
  - (h) litigation or potential litigation, including matters before administrative tribunals; and
  - (i) advice that is subject to solicitor-client privilege.





**OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

**10.0 CONFLICTS OF INTEREST**

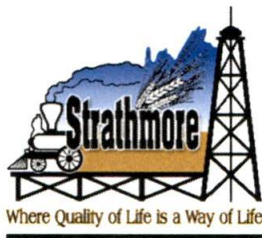
- 10.1 Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the Act and a corresponding duty to vote unless required or permitted to abstain under the Act or another enactment.
- 10.2 Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise.
- 10.3 Members shall approach decision-making with an open mind that is capable of persuasion.
- 10.4 It is the individual responsibility of each Member to seek independent legal advice, at the Member's sole expense, with respect to any situation that may result in a pecuniary or other conflict of interest.

**11.0 IMPROPER USE OF INFLUENCE**

- 11.1 No Member shall use the influence of the Member's office for any purpose other than for the exercise of the Member's official duties.
- 11.2 No Member shall act as a paid agent to advocate on behalf of any individual, organization or corporate entity before Council or a committee of Council or any other body established by Council.
- 11.3 Members shall not contact or otherwise attempt to influence members of any adjudicative body regarding any matter before it relating to the Municipality.
- 11.4 Members shall refrain from using their positions to obtain employment with the Municipality for themselves, family members or close associates. Members are ineligible to apply or be considered for any position with the Municipality while they hold their elected position.

**12.0 USE OF MUNICIPAL ASSETS AND SERVICES**

- 12.1 Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a Member, subject to the following limited exceptions:
  - (a) municipal property, equipment, service, supplies and staff resources that are available to the general public may be used by a Member for personal use upon the same terms and conditions as members of the general public, including booking and payment of any applicable fees or charges;



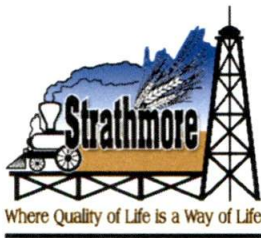
OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA

- (b) electronic communication devices, including but not limited to desktop computers, laptops, tablets and smartphones, which are supplied by the Municipality to a Member, may be used by the Member for personal use, provided that the use is not for personal gain, offensive or inappropriate.

**13.0 ORIENTATION AND OTHER TRAINING ATTENDANCE**

- 13.1 Every Member must attend the orientation training offered by the Municipality within 90 days after the Member takes the oath of office. Attendance at additional training sessions throughout the Council term is discretionary.
- 13.2 Members are stewards of public resources and shall avoid waste, abuse and extravagance in the use of public resources.
- 13.3 Members shall be transparent and accountable with respect to all expenditures and strictly comply with all municipal bylaws, policies and procedures regarding claims for remuneration and expenses.
- 13.4 Members shall not accept gifts, hospitality or other benefits that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved.
- 13.5 Members may accept hospitality, gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol or social obligation, provided that the value of the hospitality, gift or benefit does not exceed \$500.00.
- 13.6 Gifts received by a Member on behalf of the Municipality as a matter of official protocol which have significance or historical value for the Municipality shall be left with the Municipality when the Member ceases to hold office.
- 13.7 No Member shall use any facilities, equipment, supplies, services, municipal logo or other resources of the Municipality for any election campaign or campaign-related activity.
- 13.8 Any person or Member who has identified or witnessed conduct by a Member that the person or Member reasonably believes, in good faith, is in contravention of this Bylaw may address the prohibited conduct by:
- (a) advising the Member that the conduct violates this Bylaw and encouraging the Member to stop;
- (b) requesting the Mayor to assist in informal discussion of the alleged complaint with the Member in an attempt to resolve the issue;





**OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

- (c) in the event that the Mayor is the subject of, or is implicated in a complaint, the person may request the assistance of the Deputy Mayor.

13.9 Individuals are encouraged to pursue this informal complaint procedure as the first means of remedying conduct that they believe violates this Bylaw. However, an individual is not required to complete this informal complaint procedure prior to pursuing the formal complaint procedure outlined below.

**14.0 FORMAL COMPLAINT PROCESS**

14.1 Any person or Member who has identified or witnessed conduct by a Member that the person or Member reasonably believes, in good faith, is in contravention of this Bylaw may file a formal complaint in accordance with the following procedure:

- (a) All complaints shall be made in writing and shall be dated and signed by an identifiable individual;
- (b) All complaints shall be addressed to the Investigator;
- (c) The complaint must set out reasonable and probable grounds for the allegation that the Member has contravened this Bylaw, including a detailed description of the facts, as they are known, giving rise to the allegation;
- (d) If the facts, as reported, include the name of one or more Members who are alleged to be responsible for the breach of this Bylaw, the Member or Members concerned shall receive a copy of the complaint submitted to the Investigator;
- (e) Upon receipt of a complaint under this Bylaw, the Investigator shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Investigator is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the Investigator may choose not to investigate or, if already commenced, may terminate any investigation, or may dispose of the complaint in a summary manner. In that event, the complainant and Council, if Council is not the Investigator, shall be notified of the Investigator's decision;
- (f) If the Investigator decides to investigate the complaint, the Investigator shall take such steps as it may consider appropriate, which may include seeking legal advice. All proceedings of the Investigator regarding the investigation shall be confidential;
- (g) If the Investigator is not Council, the Investigator shall, upon conclusion of the investigation, provide the Council and the Member who is the subject of the complaint, the results of the Investigator's investigation;



**OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

- (h) A Member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision or any sanction is imposed; and
- (i) A Member who is the subject of an investigation is entitled to be represented by legal counsel, at the Member's sole expense.

**15.0 COMPLIANCE AND ENFORCEMENT**

15.1 Members shall uphold the letter and the spirit and intent of this Bylaw.

15.2 Members are expected to co-operate in every way possible in securing compliance with the application and enforcement of this Bylaw.

15.3 No Member shall:

- (a) undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to Council or to any other person;
- (b) obstruct Council, or any other person, in carrying out the objectives or requirements of this Bylaw.

15.4 Sanctions that may be imposed on a Member, by Council, upon a finding that the Member has breached this Bylaw may include:

- (a) a letter of reprimand addressed to the Member;
- (b) requesting the Member to issue a letter of apology;
- (c) publication of a letter of reprimand or request for apology and the Member's response;
- (d) suspension or removal of the appointment of a Member as the chief elected official under section 150(2) of the Act;
- (e) suspension or removal of the appointment of a Member as the deputy chief elected official or acting chief elected official under section 152 of the Act;
- (f) suspension or removal of the chief elected official's presiding duties under section 154 of the Act;
- (g) suspension or removal from some or all Council committees and bodies to which Council has the right to appoint members;



## BYLAW NO. 19-08

### OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA

- (h) reduction or suspension of remuneration as defined in section 275.1 of the Act corresponding to a reduction in duties, excluding allowances for attendance at Council meetings;
- (i) any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction does not prevent a Member from fulfilling the legislated duties of a Councillor and the sanction is not contrary to the Act.

#### 16.0 REVIEW

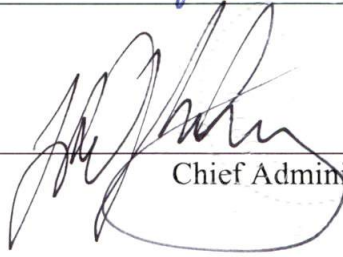
- 16.1. This Bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of Members.

READ A FIRST TIME this fifth day of June 2019

READ A SECOND TIME this fifth day of June 2019

READ A THIRD TIME and finally passed this fifth day of June 2019

  
\_\_\_\_\_  
Mayor

  
\_\_\_\_\_  
Chief Administrative Officer





**BYLAW NO. 20-13  
OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

**BYLAW NO. 20-13  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA  
TO AMEND THE COUNCIL CODE OF CONDUCT BYLAW NO. 19-08**

**WHEREAS** pursuant to Sections 146.1 of the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, Council must, by bylaw, establish a code of conduct governing the conduct of Councillors;

**AND WHEREAS** Council wishes to amend the Council Code of Conduct Bylaw No. 19-08 to include a requirement for Councillors to sign an Oath stating that they have read and understood the Code of Conduct;

**NOW THEREFORE BE IT RESOLVED THAT** the Municipal Council of the Town of Strathmore, in the Province of Alberta duly assembled **HEREBY ENACTS AS FOLLOWS:**

**1. SHORT TITLE:**

1.1 This Bylaw may be cited as the “Council Code of Conduct Bylaw Amendment Bylaw”.

**2. AMENDMENTS**

2.1 That the following be added to Section 15 of the Council Code of Conduct Bylaw No. 19-08 as follows:

15.1 All Members shall sign an oath stating that they have read and understood the Council Code of Conduct Bylaw No. 19-08 and amendments thereto. The oath shall be signed at the time a member is given their Oath of Office.

**3. ENACTMENT**

3.1 This Bylaw comes into full force and effect upon third and final reading.



**BYLAW NO. 20-13  
OF THE TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA**

**READ A FIRST TIME THIS 20<sup>th</sup> day of May, 2020.**

**READ A SECOND TIME THIS 20<sup>th</sup> day of May, 2020.**

**READ A THIRD AND FINAL TIME THIS 20<sup>th</sup> day of May, 2020.**

**MAYOR**

**CAO**

## WHEATLAND HOUSING MANAGEMENT BODY REGULAR MEETING April 17, 2025

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2<sup>nd</sup> Street, Strathmore, Alberta on Thursday, April 17, 2025, at 7:00pm.

### Board Members Present:

Wheatland County	G. Koester ~ <i>Board Chair</i>
Hospice Society	K. Clayton
Strathmore Lions Club	D. Geiger
Town of Strathmore	D. Peterson
Town of Strathmore	R. Wegener
Village of Hussar	L. Schultz
Village of Rockyford	L. Smith
Village of Standard	M. Gauthier
Wheatland County	R. Laursen
Wheatland County	D. Wakelam
Member At Large	J. Aschenbrenner

### Attendees Present:

CAO	V. Cook
Financial Services/Payroll Manager	C. Hickey ~ <i>Recording Secretary</i>
Site Manager	C. Shworak
Maintenance Supervisor	P. Neufeld

### Absent:

Board Chair, **KOESTER**, called the meeting to order at 7:02PM.

Read Mission Statement & Vision Statement

Agenda Additions

- F.2.e) Hike for Hospice
- F.2.f) Review of Strategic Plan

RESOLUTION 45-04-01  
Agenda

**LAURSEN MOVED** to approve the agenda; as amended.

- Carried Unanimously.

Consent Agenda

- Regular Board Meeting Minutes – March 20, 2025
- Board Resolution Action
- Financial Reports – Lodge & Social Housing – February 2025
- Maintenance Reports – Lodge & Social Housing – March 2025
- Social Housing Report
- Site Manager Report
- CAO Report
- Committee Reports ~ N/A

## WHEATLAND HOUSING MANAGEMENT BODY REGULAR MEETING April 17, 2025

Koester noted a correction to page 9 of the March 20, 2025, Regular Board Meeting Minutes

- The word "World" should be corrected to "Rural"

Wakelam noted a correction on page 22 of the Site Managers Report

- The last name "Pannich" should be corrected to "Panich"

PETERSON requests to remove the Site Managers Report for review

LAURSEN requests to remove the Maintenance Reports for both Lodge and Social Housing for review

### RESOLUTION 45-04-02 Consent Agenda

**CLAYTON MOVED** to approve the Consent Agenda; as amended with the mentioned changes.

- Carried Unanimously.

Maintenance Reports – Lodge & Social Housing – March 2025

- Social Housing – working on work orders from inspections which are done internally
- Lodge & Social Housing – have a new fire monitoring company
  - Are now using PDS Monitoring
- On April 21, 2025, Martin and Keith will be coming to the Lodge to go on a maintenance tour with Peter
  - In the current Lodge, do we patch , replacing or repair?
  - Put together a tentative projected capital project list for current Lodge
    - This will go with the reserve study

### RESOLUTION 45-04-03 Maintenance Report

**PETERSON MOVED** to accept the Maintenance Report as presented.

- Carried Unanimously.

Site Manager Report

- Great information presented from the ASCHA Convention
  - Would be worthwhile to communicate the information to the public from #2 and #4 of the report through the media
- Other great information noted such as the number of volunteers coming into the lodge helping with quality of life, senior mental health and the activity department and Congratulations on receiving Accommodation License – valid until end of March 2029.
- Previously Christi had submitted the idea of the Town of Strathmore being a Dementia Friendly Community; recently this has got new attention

### RESOLUTION 45-04-04 Site Manager Report

**PETERSON MOVED** to accept the Site Manager Report as presented; and to have Christi, over the next few weeks, put the information from #2 & #4 in her report in the local media outlets, including any pertinent websites.

- Carried Unanimously.



# WHEATLAND HOUSING MANAGEMENT BODY REGULAR MEETING April 17, 2025

## Consent Agenda discussion

- Does the board want to keep the Consent Agenda in the meeting agenda?
- Moving forward, the agenda will have rotating items out of the Consent Agenda each meeting ~ permitting the agenda to allow the time for it

## Old Business

*Social Housing ~ NA*

*Lodge ~ NA*

## New Business

*Social Housing ~ NA*

*Lodge*

Board Member, Wakelam, requests review of Policy B-24 ~ Board and Committee Meeting Procedure

- Page 3 of the policy speaks to Meeting Agendas
- Currently it states that the agendas for the Meetings be distributed to the Board Members no later than three (3) days before the meeting
- Discussions on having earlier

## RESOLUTION 45-04-05 Policy B-24 - Amendment

**WAKELAM** moved that the meeting agenda be distributed to Board Members no later than four (4) days prior to the meeting; on the Monday prior, holidays excluded.

- Carried Unanimously.

- Page 9 of the policy regarding Closed Sessions
  - Wakelam questions if there was a resolution of the board of the closed sessions at meetings regarding information about herself in December 2024 and March 2025 to release information as discussed in Strategic Plan meeting

## Request to enter Closed Session

## RESOLUTION 45-04-06 Enter Closed Session

**PETERSON MOVED** to enter closed session at 7:35PM.

- Carried Unanimously.

## RESOLUTION 45-04-07 Exit Closed Session

**GAUTHIER MOVED** to exit closed session at 8:00PM.

- Carried Unanimously.

## RESOLUTION 45-04-08 Policy B-24 - Amendment

**PETERSON** moved to amend Policy B-24 on Page 9 by adding "(In Camera)" to "Closed Session" title.

- Carried Unanimously.



## WHEATLAND HOUSING MANAGEMENT BODY REGULAR MEETING April 17, 2025

Board Member, Wakelam, requests to see Alberta Housing Compensation & Benefits Report from ASCHA

- Wakelam reads out information about ASCHA for new members to be informed on what ASCHA is/does
- Wakelam requests to see Compensation Report due to voting on CAO wages at her first meeting without seeing report prior to start of meeting
- Discussion on use of Compensation Report from ASCHA & roles of Personnel Committee
  - Personnel Committee uses the information from report from CAO section only when performing CAO review; and dietary, housekeeping and activities only when doing CUPE bargaining
    - Practice has been that this is used as one of the measures of determining wages and always remains confidential
    - This information is then brought to the following board meeting by Personnel Committee to justify what is recommended and for approval by board
  - Personnel Committee is entrusted to these tasks
    - Noting Terms of Reference for the Personnel Committee
  - Wages for all out-of-scope staff are confidential, and the CAO is trusted with the task of being fair and to staying within budget

### RESOLUTION 45-04-09 ASCHA Report

**WAKELAM** moved that a current Alberta Housing Compensation & Benefits Report from ASCHA be made accessible in a timely manner to board members for review and be utilized prior to the decision-making process for all CAO wage increases which shall be outlined in an organization policy.

- 2 - *in favour*
- 9 - *opposed*
- Not Carried.

Discussion on hiring Communication Personnel

- CAO can hire the right person for the job
- Specify tasks and hire to contract

### RESOLUTION 45-04-10 Communication Personnel

**PETERSON** moved to direct the CAO to hire Communication Personnel on contract within existing budget.

- 10 - *in favour*
- 1 - *opposed*
- Carried.

Request for approval for an Activities RBC Credit Card

- Currently Activity Coordinator works on petty cash
- Request for a \$1000 credit card for activities

### RESOLUTION 45-04-11 Activities Credit Card

**GAUTHIER** moved to get a credit card for activities with a limit of \$1,000.00.

- Carried Unanimously.

**WHEATLAND HOUSING MANAGEMENT BODY  
REGULAR MEETING  
April 17, 2025**

Hike for Hospice ~ Keith Clayton

- May 4 in Kinsman Park
- Would like to put in a booth for WHMB in the area where the potential new lodge would be
  - Set up table, chairs, tent and banner; possibly conceptual design shown
  - Board members could communicate foot notes and/or take down contact information for the Spokesperson to contact
- Town will flag off the perimeter of the property to show people where the edge would be and to show it would not be taking over the park

**RESOLUTION 45-04-12**

Hike for Hospice

**PETERSON** moved to authorize staff to set up a table at, and participate in, the Hike for Hospice.

- Carried Unanimously.

Review of the draft Strategic Plan report

**RESOLUTION 45-04-13**

Enter Closed Session

**LAURSEN MOVED** to enter closed session at 8:50PM.

- Carried Unanimously.

**RESOLUTION 45-04-14**

Exit Closed Session

**PETERSON MOVED** to exit closed session at 9:08PM.

- Carried Unanimously.

**RESOLUTION 45-04-15**

Strategic Plan

**PETERSON** moved to direct the CAO to ask the consultant for changes to the Strategic Plan per In-Camera discussion.

- Carried Unanimously.

Chair Report – verbal

- Spoke with Lisa from Rural Development Network
  - Discussed developing a strategy for the current lodge should we move forward with the new build
    - Needs assessment / evaluate census
  - Is a work in progress and waiting to hear back from Lisa
  - Could potentially be an addendum to the Strategic Plan
- Attended the ASCHA convention
  - Was a great conference
  - Went on the optional tour on the Sunday of new buildings
- As Hospice member, attended a condo meeting
  - Working on a condo agreement for the new build with the help of Randi Collins
  - Hospice Society can come up with the agreement and present to WHMB Board for review and changes/additions/etc
- Attended the sessions for WHMBs Strategic Plan with the WHMB Board and Doug Lagore from TSI

**WHEATLAND HOUSING MANAGEMENT BODY  
REGULAR MEETING  
April 17, 2025**

**RESOLUTION 45-04-16  
Chair Report**

**KOESTER MOVED** to accept the Chair Report as information.

- Carried Unanimously.

**Action Plan**

Governance Review – Incomplete Action Plan Update

- Same 2 times left on the Action Plan
  - Annual Report
  - Foundation
- Work in progress

*Important Dates*

*Next Meeting Date*

May 15, 2025

*Following Meeting Dates*


June 19, 2025

July 17, 2025 ~ *at call of the chair*

**RESOLUTION 45-04-17  
Adjournment**

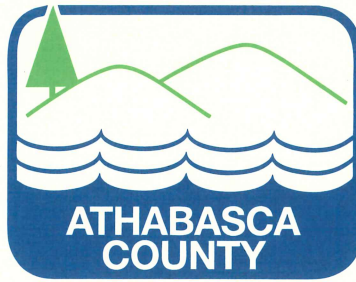
**KOESTER MOVED** the meeting adjourn at 9:20PM.

- Carried Unanimously.

  
\_\_\_\_\_  
Chair  
\_\_\_\_\_  
Recording Secretary



Phone: 780-675-2273  
FAX: 780-675-5512  
[www.athabascacounty.com](http://www.athabascacounty.com)



3602-48 Avenue  
ATHABASCA, ALBERTA  
T9S 1M8

May 30, 2025

Town of Strathmore  
Mayor Pat Fule  
Via email: [Pat.Fule@Strathmore.ca](mailto:Pat.Fule@Strathmore.ca)

**RE: Highway 831 Fire**

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On behalf of Athabasca County, we would like to extend appreciation to you and your organization for the support provided during our recent wildfire and evacuation near Boyle. It takes a community to stand up to a crisis such as this and in our moment of need you became part of our extended community.

Without your support the outcome for our region could have been significantly worse. Through the efforts of many different groups and organizations we were able to avert disaster by ensuring that nobody was injured and that no homes were lost.

Please pass along our many thanks from a grateful region for your support, especially to those that were present in our time of need. We are very thankful to know that there are so many fellow Albertans ready to answer the call and provide aid when needed.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Tracy Holland', is written over a blue horizontal line.

Tracy Holland  
Reeve, Athabasca County