

AGENDA
REGULAR COUNCIL MEETING
Wednesday, November 19, 2025 @ 6:00 PM
Council Chambers, 1 Parklane Drive, Strathmore AB

Page

- 1. CALL TO ORDER**
- 2. CONFIRMATION OF AGENDA**
- 3. CLOSED MEETING**
 - 3.1. Council CAO Dialogue – Advice from officials – ATIA S. 29(1)(b)(iii)
 - 3.2. Annexation Update – Advice from officials – ATIA S. 29(1)(a)
 - 3.3. Legal Update – Advice from officials – ATIA S. 29(1)(a)
- 4. PUBLIC HEARING**
- 5. PUBLIC COMMENTS**

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 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.
- 6. 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 by noon, seven (7) days before a Regular Council Meeting.
- 7. CONSENT AGENDA**
 - 8.1 Regular Council Meeting Minutes – November 5, 2025
 - 8.2 Special Council Meeting Minutes – November 6, 2025
 - 12.1 Congratulations from Minister of Municipal Affairs
 - 12.2 Congratulations from Olds College
- 8. CONFIRMATION OF MINUTES**
 - 8.1. Regular Council Meeting Minutes – November 5, 2025 3 - 14
[Agenda Item - AIR-25-253 - Pdf](#)
 - 8.2. Special Council Meeting Minutes – November 6, 2025 15 - 20
[Agenda Item - AIR-25-254 - Pdf](#)
- 9. BUSINESS**
 - 9.1. Petition – Intersection Safety Concerns – Westmount Drive and Westlake Bay 21 - 28
[Agenda Item - AIR-25-252 - Pdf](#)
- 10. BYLAWS**
 - 10.1. Water Administration Bylaw No. 25-22 29 - 54

[Agenda Item - AIR-25-215 - Pdf](#)

10.2. ATIA Bylaw No. 25-24

55 - 63

[Agenda Item - AIR-25-223 - Pdf](#)

11. COUNCILLOR INFORMATION & INQUIRIES

11.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

11.2. BOARD AND COMMITTEE REPORTS

11.3. QUESTION AND ANSWER PERIOD

11.4. ADMINISTRATIVE INQUIRIES

11.5. NOTICES OF MOTION

12. CORRESPONDENCE

12.1. Congratulations from Minister of Municipal Affairs

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[Congratulations from Minister of Municipal Affairs](#)

12.2. Congratulations from Olds College

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[Congratulations from Olds College](#)

13. ADJOURNMENT



Request for Decision

To: Council

Staff Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: November 5, 2025

Meeting Date: November 19, 2025

SUBJECT: Regular Council Meeting Minutes – November 5, 2025

RECOMMENDATION: THAT Council adopt the November 5, 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

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the November 5, 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

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the November 5, 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 - 05 Nov 2025 - Meeting Minutes](#)

Veronica Anderson, Legislative Services Officer

Approved
- 07 Nov
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 10 Nov
2025



MEETING MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Wednesday, November 5, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

Mayor Pat Fule, Councillor Claude Brown, Councillor Jim Chisholm, Councillor Matt Hyde, Councillor Melissa Langmaid, 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 November 5, 2025 Regular Council Meeting to order at 6:00 p.m.

1.1. Traditional Land Acknowledgement for the First Meeting in November (Istaatosi)

We honour all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries. We acknowledge that the ancestral and traditional lands on which we gather are Land of the Blackfoot Confederacy and Treaty 7 territory, a traditional meeting ground for many Indigenous peoples, and in particular our neighbors, Siksika Nation on whose traditional territory we work, live, and play, and on whose traditional territory we stand and where Strathmore resides.

2. CONFIRMATION OF AGENDA

Resolution No. 274.11.25

Moved by Councillor Brown

THAT Council adopt the November 5, 2025 Regular Council Meeting Agenda as presented.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

3. CLOSED MEETING

Resolution No. 275.11.25

Moved by Councillor Brown

THAT Council move In Camera to discuss items related to section 20(1), 29(1)(a), and 29(1)(b)(iii) of the *Access to Information Act* at 6:02 p.m.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

3.1. Council CAO Dialogue – Advice from officials – ATIA S. 29(1)(b)(iii)

3.2. Legal Item – Advice from officials – ATIA S. 29(1)(a)

3.3. Alberta Municipalities 2025 Resolutions – Advice from officials – ATIA S. 29(1)(a)

3.4. Board and Committee Appointments (Public) – Disclosure harmful to personal privacy – ATIA S. 20(1)

Resolution No. 276.11.25

Moved by Councillor Wiley

THAT Council move out of Camera at 9:39 p.m.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

Resolution No. 277.11.25

Moved by Councillor Langmaid

THAT Council make the following appointments to the Town's boards and committees:

- Chris Bell to the Subdivision Development and Appeal Board for a term of one (1) year ending October 31, 2026.
- Ethan Chow to the Subdivision Development and Appeal Board for a term of one (1) year ending October 31, 2026.

- Doug Anderson to the Subdivision Development and Appeal Board for a term of one(1) year ending October 31, 2026.
 - Pierce Swalwell to the Subdivision Development and Appeal Board for a term of one(1) year ending October 31, 2026.
 - Peter Lipp to the Subdivision Development and Appeal Board for a term of one(1) year ending October 31, 2026.
-
- June Pirie to the Assessment Review Board for a term of one(1) year ending October 31, 2026.
-
- June Pirie to the Community Improvement Program Committee for a term of two (2) years ending October 31, 2027.
 - Charlotte Hermann to the Community Improvement Program Committee for a term of two (2) years ending October 31, 2027.
 - Eric Laing to the Community Improvement Program Committee for a term of two (2) years ending October 31, 2027.
-
- Ann Horn to the Municipal Library Board for a term of three (3) years ending October 31, 2028.
 - Musenga Simwawa to the Municipal Library Board for a term of three (3) years ending October 31, 2028.
 - Bev Bell to the Municipal Library Board for a term of three (3) years ending October 31, 2028.
 - Sunday Adeola to the Municipal Library Board for a term of three (3) years ending October 31, 2028.
 - Jen Chiasson to the Municipal Library Board for a term of three (3) years ending October 31, 2028.
-
- Dale Glydon to the Municipal Policing Committee for a term of three (3) years ending October 31, 2028.
 - Charlotte Hermann to the Municipal Policing Committee for a term of three (3) years ending October 31, 2028.
 - Stephen Britto to the Municipal Policing Committee for a term of three (3) years ending October 31, 2028.
 - David Dzuba to the Municipal Policing Committee for a term of three (3) years ending October 31, 2028.

AND THAT Council direct Administration to advertise current board and committee vacancies and bring applications to a future Council meeting for consideration.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

AGAINST: None

CARRIED

4. PUBLIC HEARING

None.

5. PUBLIC COMMENTS

None.

6. DELEGATIONS

None.

7. CONSENT AGENDA

Resolution No. 278.11.25

Moved by Councillor Wiley

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

8.1 Regular Council Meeting Minutes – September 17, 2025

8.2 Organizational Meeting Minutes – October 29, 2025

11.2.1 Municipal Library Board Meeting Minutes – February 18, 2025

11.2.2 Municipal Library Board Meeting Minutes – March 18, 2025

11.2.3 Municipal Library Board Meeting Minutes – April 15, 2025

11.2.4 Municipal Library Board Meeting Minutes – May 20, 2025

11.2.5 Municipal Library Board Meeting Minutes – June 17, 2025

11.2.6 Municipal Library Board Meeting Minutes – September 16, 2025

12.1 Wheatland County Organizational Letter

12.2 Village of Standard Organizational Letter

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

AGAINST: None

CARRIED

8. CONFIRMATION OF MINUTES

8.1. Regular Council Meeting Minutes – September 17, 2025

The following motion was adopted by the consent agenda:

THAT Council adopt the September 17, 2025 Regular Council Meeting Minutes as presented in Attachment I.

8.2. Organizational Meeting Minutes – October 29, 2025

The following motion was adopted by the consent agenda:

THAT Council adopt the October 29, 2025 Organizational Meeting Minutes as presented in Attachment I.

Resolution No. 279.11.25

Moved by Councillor Langmaid

THAT Council defer the following items to a future Council Meeting:

9.1. 2026 Proposed Operating & Capital Budget

9.2. FortisAlberta – Electric Distribution System Franchise Fees

10.1. 2026 Fees Bylaw No. 25-23, and

10.2. ATIA Bylaw No. 25-24.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None

CARRIED

9. BUSINESS

9.3. Board and Committee Appointments (Councillor)

Resolution No. 280.11.25

Moved by Councillor Langmaid

THAT Council make the following Councillor appointments to external boards and committees:

- Councillor Brown to the Community Futures Wild Rose Board for a term of one (1) year ending October 31, 2026.
- Councillor Hyde to the Community Futures Wild Rose Board as an alternate for a term of one (1) year ending October 31, 2026.

- Councillor Langmaid to the Municipal Library Board for a term of one (1) year ending October 31, 2026.
- Councillor Langmaid to the Marigold Library Board for a term of one (1) year ending October 31, 2026.
- Councillor Wegener to the Wheatland and District Emergency Medical Services Association for a term of one (1) year ending October 31, 2026.
- Councillor Brown to the Wheatland and District Emergency Medical Services Association for a term of one (1) year ending October 31, 2026.
- Councillor Langmaid to the Wheatland and District Emergency Medical Services Association as an alternate for a term of one (1) year ending October 31, 2026.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

Resolution No. 281.11.25

Moved by Councillor Langmaid

THAT Council make the following Councillor appointments to external boards and committees:

- Councillor Wegener to the Wheatland Housing Management Body Board for a term of one (1) year ending October 31, 2026.
- Councillor Chisholm to the Wheatland Housing Management Body Board for a term of one (1) year ending October 31, 2026.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Langmaid, and Councillor Wegener

AGAINST: Councillor Hyde and Councillor Wiley

CARRIED

Resolution No. 282.11.25

Moved by Councillor Langmaid

THAT Council make the following Councillor appointments to internal boards and committees:

- Councillor Wegener to the Regional Emergency Management Committee for a term of one (1) year ending October 31, 2026.

- Mayor Fule to the Regional Emergency Management Committee as an alternate for a term of one (1) year ending October 31, 2026.
- Councillor Chisholm to the FCSS Advisory Board for a term of one (1) year ending October 31, 2026.
- Councillor Wiley to the Municipal Policing Committee for a term of one (1) year ending October 31, 2026.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

Resolution No. 283.11.25

Moved by Councillor Langmaid

THAT Council appoint the following Councillors to the Intermunicipal Collaboration Committee:

- Councillor Wiley for a term of one (1) year ending October 31, 2026.
- Councillor Hyde for a term of one (1) year ending October 31, 2026.
- Mayor Fule for a term of one (1) year ending October 31, 2026.
- Councillor Langmaid for a term of one (1) year ending October 31, 2026.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

9.4. Proclamation of World Town Planning Day in Strathmore

Resolution No. 284.11.25

Moved by Councillor Langmaid

THAT Council proclaim November 8, 2025, as *World Town Planning Day in Strathmore* as presented in Attachment I.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

10. BYLAWS

None.

11. COUNCILLOR INFORMATION & INQUIRIES

11.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

None.

11.2. BOARD AND COMMITTEE REPORTS

11.2.1. Municipal Library Board Meeting Minutes – February 18, 2025

11.2.2. Municipal Library Board Meeting Minutes – March 18, 2025

11.2.3. Municipal Library Board Meeting Minutes – April 15, 2025

11.2.4. Municipal Library Board Meeting Minutes – May 20, 2025

11.2.5. Municipal Library Board Meeting Minutes – June 17, 2025

11.2.6. Municipal Library Board Meeting Minutes – September 16, 2025

11.3. QUESTION AND ANSWER PERIOD

None.

11.4. ADMINISTRATIVE INQUIRIES

None.

11.5. NOTICES OF MOTION

None.

12. CORRESPONDENCE

12.1. Wheatland County Organizational Letter

12.2. Village of Standard Organizational Letter

13. ADJOURNMENT

Mayor Fule adjourned the November 5, 2025 Regular Council Meeting at 9:55 p.m.

Mayor

Director of Strategic, Administrative, and
Financial Services



Request for Decision

To: Council

Staff Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: November 6, 2025

Meeting Date: November 19, 2025

SUBJECT: Special Council Meeting Minutes – November 6, 2025

RECOMMENDATION: THAT Council adopt the November 6, 2025 Special 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

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the November 6, 2025 Special Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the November 6, 2025 Special 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 Special Council Meeting Minutes.

ATTACHMENTS:

[Attachment I: SPECIAL COUNCIL - 06 Nov 2025 - Minutes](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 07 Nov
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 10 Nov
2025

MINUTES

SPECIAL COUNCIL MEETING

6:00 PM - Thursday, November 6, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

Mayor Pat Fule, Councillor Claude Brown, Councillor Jim Chisholm, Councillor Matt Hyde, Councillor Melissa Langmaid, Councillor Richard Wegener, and Councillor Brent Wiley (Virtual)

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 November 6, 2025 Special Council Meeting to order at 6:00 p.m.

2. CONFIRMATION OF AGENDA

Resolution No. 285.11.25

Moved by Councillor Wegener

THAT Council adopt the November 6, 2025 Special Council Meeting Agenda as amended:

ADDITION:

3.1 Intergovernmental Relations - Disclosure harmful to intergovernmental relations - ATIA S. 26(1)(a)(ii)

thereby creating a new Closed Meeting section and adjusting the order of items to follow.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

3. CLOSED MEETING

Resolution No. 286.11.25

Moved by Councillor Langmaid

THAT Council move In Camera to discuss an item related to section 26(1)(a)(ii) of the *Access to Information Act* at 6:03 p.m.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

3.1 Intergovernmental Relations - Disclosure harmful to intergovernmental relations - ATIA S. 26(1)(a)(ii)

Resolution No. 287.11.25

Moved by Councillor Chisholm

THAT Council move out of Camera at 6:06 p.m.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

4. PUBLIC COMMENTS

None.

5. BUSINESS

5.1. 2026 Proposed Operating & Capital Budget

5.2. FortisAlberta – Electric Distribution System Franchise Fees

Resolution No. 288.11.25

Moved by Councillor Hyde

THAT Council direct Administration to respond to Fortis Alberta that there will be no rate change for electrical franchise fees in 2026.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

6. **BYLAWS**

6.1 **2026 Fees Bylaw No. 25-23**

Resolution No. 289.11.25

Moved by Councillor Chisholm

THAT Council give Third Reading to Bylaw 25-23, being the 2026 Fees Bylaw.

FOR: Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

AGAINST: None.

CARRIED

7. **ADJOURNMENT**

Mayor Fule adjourned the November 6, 2025 Special Council Meeting at 6:55 p.m.

Mayor

Director of Strategic, Administrative, and
Financial Services



Request for Decision

To: Council

Staff Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: November 4, 2025

Meeting Date: November 19, 2025

SUBJECT: Petition - Intersection Safety Concerns - Westmount Drive and Westlake Bay

RECOMMENDATION: THAT Council accept the petition from the residents of Diamond Shore Villas, regarding safety concerns for the intersection located at Westmount Drive and Westlake Bay, as information.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

Strathmore values Community Wellness focused on the maintenance, protection, and improvement of services that support optimum lifestyles. This includes maintaining a safe environment for residents.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

A petition is determined sufficient if it meets the requirements set out under sections 222 to 226 of the *Municipal Government Act (MGA)*.

ORGANIZATIONAL:

The Town of Strathmore's CAO must make a declaration to Council on whether a petition is sufficient or insufficient within 45 days after the petition was filed (s. 226, *Municipal Government Act*).

While the date on the petition is listed as September 30, 2025, it was not received until October 22, 2025, making the declaration deadline December 5, 2025.

OPERATIONAL:

N/A

FINANCIAL:

Financial implications are limited to the time spent to prepare this report, review the petition, and verify and communicate with petitioners.

POLICY:

For a petition to be declared as sufficient it must meet the following requirements under the *MGA*:

- Only electors are eligible to be petitioners (s. 222, *MGA*)
- The petition must be signed by "electors of the municipality equal in number to at least 10% of the population" (s. 223(2)(a), *MGA*)
- "A petition must consist of one or more pages, each of which must contain an identical statement of the purpose of the petition" (s. 224(1), *MGA*)
- The petition must include for each petitioner for printed first and last name or initials of the petitioner, a signature, street address or legal land description on which the petitioner lives, the petitioner's phone or email address, and the date on which the petitioner signed the petition (s. 224(2), *MGA*)
- Each signature must be witnessed by an adult person who must sign opposite the signature of the petitioner and take an affidavit that the signature witnessed are those persons entitled to sign the petition (s. 224(3), *MGA*)
- The petition must have attached a signed statement of a person stating that the person is the representative of the petitioners, and the municipality may direct any inquiries about the petition to the representative (s. 224(4), *MGA*)

- The petition must be filed with the CAO and the CAO is responsible for determining if the petition is sufficient (s. 225(1), *MGA*)

The *MGA* set out strict parameters regarding how petitioners are counted. As per section 225(3) of the *MGA*, some of the reasons why the counting of petitioners may exclude the name of a person are as follows:

- Their signature was not witnessed
- Their signature was witnessed but for which no affidavit is attached to the petition
- Their signature appears on a page of the petition that does not have the same purpose statement that is contained on all the other pages of the petition
- Their printed name is not included
- Their street address or legal land description is not included
- If the date when the person signed the petition is not stated

The Town's CAO must make a declaration to the council whether the petition is sufficient or insufficient, within 45 days after the petition is filed (s. 226(1), *MGA*).

If a petition is determined not sufficient under the *MGA*, Council is not required to take any notice of it.

Please note, the Town of Strathmore does not have any policies regarding petitions.

IMPLEMENTATION:

N/A

BACKGROUND:

On October 22, 2025, Administration received a petition containing 31 signatures requesting Council review the issue of safety when it comes to turning onto Westmount Drive.

The petition outlining the concerns and proposed solutions for remediation is included as Attachment I. Please note that signatures and personal information on the petition in Attachment I have been redacted as per section 226.2 of the *Municipal Government Act* and Section 20(1) of the *Access to Information Act*.

In reviewing the petition for sufficiency, the following was noted:

- Signatures were not witnessed
- Signatures were not dated
- The petition did not contain additional contact information for each signature.
- The petition did not have each page containing an identical statement of the purpose of the petition.
- The petition was not signed by 10% of the population.

For these reasons, the petition has been declared **insufficient**.

KEY ISSUE(S)/CONCEPT(S):

The petition has been **declared insufficient** under the *MGA*, Council is not required to take any notice of it.

DESIRED OUTCOMES:

For Council to accept this petition as information.

COMMUNICATIONS:

Administration will be contacting the petitioners advising them that the petition was not permitted under the *MGA* as the petition is not sufficient.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may direct Administration to engage in dialogue with the Diamond Shore President or delegate on the current situation/infrastructure and future Town plans and potential mitigations.
2. Council may direct Administration to draft a policy regarding petitions in the Town of Strathmore.
3. Council may provide Administration with further direction.

ATTACHMENTS:

[Attachment I: Petition to Address Intersection Safety Concerns - Diamond Shore Villas - Received October 22 Redacted](#)

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

Approved
- 14 Nov
2025

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

Approved
- 14 Nov
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 14 Nov
2025

Petition to Address Intersection Safety Concerns

Introduction

This petition is submitted to the Mayor, Council, and Administration of the Town of Strathmore, dated September 30, 2025, by the residents of Diamond Shore Villas, which consists of 32 units. Our community is deeply concerned about the safety of the intersection at Westmount Drive and Westlake Bay.

Safety Concerns at the Intersection

As residents of Diamond Shore Villas, we have experienced numerous near misses while exiting our community and turning onto Westmount Drive. The intersection's current configuration, especially the curvature of Westmount Drive, significantly reduces visibility in both directions. This loss of sight creates hazardous conditions for drivers attempting to enter or cross Westmount Drive.

We have observed many vehicles traveling at excessive speeds along Westmount Drive, with several tending to "hug the shoulder" as they pass by. While there have not been any collisions reported to date, we believe that proactive measures should be taken to address these safety concerns before an accident occurs.

Community Background and Increased Risk

Diamond Shore Villas is a community primarily composed of residents who are aged 40 and older, predominantly seniors. Our traffic also includes caregivers, tradespeople, and visitors, who may not be familiar with the limited visibility at the intersection when turning onto Westmount Drive.

The volume of traffic along Westmount Drive has grown significantly since our community was established, which has further increased the risk at this intersection.

School Bus Stop Concerns

There is a school bus stop located near the entrance to Diamond Shore Villas, at the corner of Westmount Drive and Westlake Glen. On several occasions, residents have witnessed impatient drivers accelerating quickly after being delayed by the bus, often without paying attention to existing signage.

Potential Solutions

1. Reduce the speed limit along Westmount Drive.
2. Enhance signage to increase awareness of the hidden intersection. The existing "Hidden Intersection" sign is positioned quite high on the pole; lowering, enlarging, and illuminating it may improve driver awareness.
3. Improve road markings, as the center line is currently faded or nonexistent.
4. Install rumble strips parallel to the existing sidewalk.

5. Create a bike lane adjacent to the curb to discourage drivers from traveling too close to the sidewalk.
6. Implement traffic calming measures next to the sidewalk and/or paint directional lines to encourage vehicles to stay in their lanes.
7. Install a crosswalk with full illumination, clear markings, and appropriate signage.
8. A combination of 2 or more of the above suggestions

Community Engagement

The residents of Diamond Shore Villas are willing to meet with Council to discuss these concerns and work towards rectifying the situation before a collision occurs. Now that Council and Administration are aware of this risk, we believe it is essential to address the issue in a timely manner.

ARNE JOHANSEN

PRESIDENT, DIAMOND SHORE

ATIA Sec. 20(1)

OR: KENTON ZIEGLER

ATIA Sec. 20(1)

Petition Signatures

ATIA Sec. 20(1)
and
MGA Sec. 226

Petition Signatures

ATIA Sec. 20(1)
and
MGA Sec. 226



Request for Decision

To: Council

Staff Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: August 13, 2025

Meeting Date: November 19, 2025

SUBJECT: Water Administration Bylaw No. 25-22

RECOMMENDATION: THAT Council give First Reading to Bylaw No. 25-22, being the Water Administration Bylaw.

THAT Council give Second Reading to Bylaw No. 25-22, being the Water Administration Bylaw.

THAT Council give unanimous consent to proceed with Third and Final Reading of Bylaw No. 25-22, being the Water Administration Bylaw.

THAT Council give Third and Final Reading to Bylaw No. 25-22, being the Water Administration Bylaw.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

This Bylaw ensures best practice of water and utility services administration for Town residents and business.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

Water is a finite resource with only so much available to the Town of Strathmore. Being responsible and efficient with the administration of that water is essential to minimizing the environmental impact.

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

This Bylaw covers how Town staff administers utilities for residents and business. It outlines processes, system charges, relevant dates, and penalties for lateness or non-compliance for current residents and businesses with utility accounts.

ORGANIZATIONAL:

Town Administration is responsible for implementing any change in process as defined in the Bylaw. Time to implement changes is estimated as minimal for Town Administration.

OPERATIONAL:

Processes as defined in the Bylaw are current, as to how the Town is currently operating. We do not anticipate material operational changes from the enactment of this Bylaw.

FINANCIAL:

The Bylaw stipulates the timing of utility billing, as well as consequences (i.e. fines and penalties), for non-compliance. Rates, fines, penalties etc. are updated annually with the Fees and Charges Bylaw.

Town of Strathmore staff time was estimated at approximately 10-15 combined internal hours to create updates to the Bylaw and this Report. If approved by Council, implementation time post approval is estimated to be minimal (several hours at most).

POLICY:

N/A

IMPLEMENTATION:

This Bylaw will be implemented by Administration if passed by Council.

BACKGROUND:

This Bylaw will repeal Water Administration Bylaw 20-26, including Amending Bylaws 21-10 and 22-12. This Bylaw update will be the first full update since 2020.

Major changes and updates from the Bylaw to be repealed include:

- Clarity on billing responsibilities of property owners in relation to meter fixes.
- Clarity on Utility Bills being transferred to property tax rolls after 60 days.
- Removed all references to the past-practice production of Final Notice Letters.
- Removed all reference to past-practice production of Disconnect Tags.
- Due date definition updated – now end of month.
- Changes to supply re: all size meters
- Added clarity on penalty definitions

KEY ISSUE(S)/CONCEPT(S):

The key issue is whether or not Council wishes to proceed with giving three readings to the Bylaw. Alternatively, Council can defer discussion to a Committee of the Whole Meeting.

DESIRED OUTCOMES:

That Council approves the Bylaw as presented.

COMMUNICATIONS:

The Bylaw will be posted on the Town's website once approved.

ALTERNATIVE ACTIONS/MOTIONS:

1. Proceeding three Reading of the Bylaw
2. Proceeding with one or more Readings of the Bylaw
3. Make amendments to the Bylaw
4. Council can defer to a Committee of the Whole for further discussion.

ATTACHMENTS:

[Attachment I: Water Administration Bylaw No. 25-26](#)

Leana Ashbacher, Senior Manager of Financial Services

2025
Approved
- 14 Nov
2025

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

Approved
- 14 Nov
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 14 Nov
2025

Veronica Anderson, Legislative Services Officer

Approved
- 14 Nov
2025

**BYLAW NO. 25-22
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE MUNICIPALITY OF STRATHMORE FOR THE REGULATION,
SUPPLY AND MANAGEMENT RESPECTING WATER ADMINISTRATION.**

WHEREAS the Municipal Government Act, R.S.A. 2000, Chapter M-26, as amended, including section 7, 8, and 9, provides that Council may pass bylaws for municipal purposes, including the safety, health and welfare of people and the protection of people and property, including public utilities, services provided by or on behalf of the municipality, and the enforcement of bylaws including the creation of offences and penalties;

NOW THEREFORE BE IT RESOLVED THAT the 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 Administration Bylaw."

2. DEFINITIONS

For purposes of this Bylaw, the following definition shall apply:

- 2.1 "Application" means a written request made by a Customer/Property Owner to the Town after the construction and installation of a Service Connection line for the supply of water to a premise, and a written or verbal request to establish a Water Utility Billing Account in that Customer/Property Owner's name;
- 2.2 "Approved" or "Approval" or "Authorized" means written approval from the CAO;
- 2.3 "Authorized Person" means any employee of the Town authorized by the Town's administration, or any such person appointed by the CAO;
- 2.4 "Billing Period" means every month for which the Town assesses its Water Utility Services;

-
- 2.5 "Bulk Water" means water as provided through the code-operated facility located at the public works shop for the sale of potable water on a bulk basis;
- 2.6 "c.c." or "Service Curb Cock" mean a control valve that is located so the Town, contractor acting on behalf of the Town, can turn off the supply of water from the Town's water distribution (or municipal water) system to a Customer/Property Owner's property;
- 2.7 "Chief Administrative Officer" or "CAO" means the Chief Administrative Officer for the Town of Strathmore, or his/her designate;
- 2.8 "Customer/Property Owner" means any Person, any other municipal corporation, the Government of Alberta or the Government of Canada whose property is connected to the Water System or any Lessee or Occupant of such property, or any Person who requests water services or has applied for an account or is otherwise responsible for paying such account for water services;
- 2.9 "Due Date" means the day before penalties are applied. Due date is the last day of every month.
- 2.10 "Emergency" means a situation in which there is imminent danger to public safety or of serious harm to property;
- 2.11 "Extended Period of Time" means the length of time a Customer/Property Owner requests Water Services be shut-off, and which time is longer than fourteen (14) calendar days;
- 2.12 "Garbage Services" means the collection and disposal of residential waste at Town designated disposal sites pursuant to the Town's responsibility to comply with the environmental, regulatory, public health and permits requirements and guidelines;
- 2.13 "Irrigation" means the water provided to a Customer/Property Owner by the Town and is considered a potable water;
- 2.14 "Monthly System Charge" means a levy comprised of Water Maintenance Levy, Water Levy, Water Conveyance Levy, Sewer Levy, and Garbage Levy;
- 2.15 "Monthly" means every month;
- 2.16 "Municipal Water" means water processed through a City of Calgary Treatment plant and provided through the regional service line to the Town;
- 2.17 "Municipality" means the municipality of the Town of Strathmore;

- 2.18 "MXU" or "Flex Net Smart Point M2" means a radio receiver that provides reading access to water measurement on water meters and provides the necessary support to the device diagnostics via radio signal. This device may be used for reading.
- 2.19 "Occupancy Permit" means written approval from the Town to occupy the premise upon acceptance of final inspection from the Safety Codes Officer;
- 2.20 "Occupant" includes an Owner of a premises where that Owner resides or carries on a business within a premises and includes any Person or corporation residing or carrying on a business, or both, within a premises either as a lessee or pursuant to a license of occupation, where that premises is connected to the Water System:
- 2.21 "Outstanding Water Utility Bill" means any Water Utility Bill, or portion thereof, that is unpaid after the Due Date;
- 2.22 "Owner" means the Person who is registered under the Land Titles Act as the owner in fee simple estate in the land and in respect of any property other than land, the person in lawful possession of it:
- 2.23 "Person" means a partnership, firm, body corporate, individual, entity or other legal representatives of person to whom the context applies according to law;
- 2.24 "Plumber" means a person who holds a trade certificate or authorized equivalency in the plumber trade acceptable under the Alberta Apprenticeship and Industry Training Act.
- 2.25 "Premise(s)" or "Property" means any land, building, or both, or any part thereof, either occupied or unoccupied;
- 2.26 "Sanitary Sewer Services" means the Town's system for the collection, transmission, treatment and disposal of wastewater;
- 2.27 "Security Fee" means the money that may be required to be paid to the Town by a Customer/Property Owner as a form of guarantee against non-payment of a Customer/Property Owner's Water Utility Billing Account;
- 2.28 "Shut-Off" means an interference with, or discontinuance of, the supply of water to a premise;
- 2.29 "Strathmore Fees Bylaw" means the most recent Fees Bylaw as passed by Council.
- 2.30 "Town" means the Town of Strathmore;
- 2.31 "Turn-On" or "Turned-On" means the turning on of the Water Services to a premise

after the Application for Service has been Approved, or for the purpose of restoring service on an existing Water Utility Billing Account;

- 2.32 "Violation Tag" means a tag that is mailed to the premise or hung on the door of the premise notifying a Customer/Property Owner that he/she is in violation of this Bylaw, which requires the Customer/Property Owner's immediate attention;
- 2.33 "Water Meter" means a water measuring device approved by the Town that meets the American Water Works Association standard for potable water meters, and includes the individual, and all other equipment and instruments supplied and used by the Town to calculate and register the amount of water consumed relative to the land and buildings the water meter is designed to monitor;
- 2.34 "Water System" means the equipment, materials and property owned and operated by the Town for the provision of water to Customer/Property Owners, and includes the Water Main and Service Connections, to and including the c.c., or if there is no c.c. then to the property line;
- 2.35 "Water Utility Bill" means the invoice issued twelve (12) times per year, monthly, which sets out a Customer/Property Owner's charges for a Customer/Property Owner's Water Utility Services, and which may include penalties and arrears, if applicable;
- 2.36 "Water Utility Billing Account" means an account a Customer/Property Owner sets up with the Town whereby a Customer/Property Owner is charged maintenance charges and water usage for a stated period of time;
- 2.37 "Water Utility Service(s)" means the drinking water, wastewater services (including sewage treatment), storm, and garbage services to residential, commercial and industrial premises provided by the Town;
- 2.38 "Water Utility Service Termination" means a request made by a Customer/Property Owner to discontinue a Water Utility Service being supplied by the Town;
- 2.39 "Water Well" means an opening in the ground, whether drilled or altered from its natural state that is used for the production of groundwater for any purpose and includes any related equipment, buildings, structures and appurtenances;
- 2.40 "Working Day" means the portion of day between 8:30 a.m. and 4:30 p.m. from Monday to Friday, inclusive, but does not include statutory holidays and holidays approved by Council.

3. ADMINISTRATION**3.1 Town Rates**

The Town shall set rates for the provision of water, sanitary sewer, garbage, and irrigation services supplied to Customer/Property Owners, which rates are set forth in the Strathmore Fees Bylaw. The property owner is responsible for all charges, rates, and fees.

3.2 Application for Service

The registered owner of a premise shall be responsible for making an application for service and supplying accurate information with the Town for water, sewer and garbage services.

- a. In the case of a New Build, the application for service applies as soon as the water meter is given out by the Town. This applies whether the registered owner occupies the premise or not.
- b. In the case of a property being sold, the application for service reflects on the date of possession. This applies whether the registered owner occupies the premise or not.

3.3 Schedule E

The registered owner of a premise may submit to the Town, a Utilities Rental Agreement, a Schedule "E", in order to have the Water Utility Bills also forwarded to the renter or occupant of the Property.

3.4 Administration Fee

The Town will charge an administration fee, as set out in Strathmore Fees Bylaw, for each new Water Utility Billing Account established, which fee will increase should a turn-on or shut-off be required. This non-refundable fee shall be charged on the first Water Utility Bill.

3.5 Security Fee

A Customer/Property Owner, who is a first-time owner in Town, or whose previous accounts were not kept in good standing, after submitting an application for service for approval to the Town, is required to pay an applicable Security Fee, prior to using the Water System. The Security Fee amount is set in Strathmore Fees Bylaw.

3.6 Previous Water Utility Bill

A Customer/Property Owner who is indebted to the Town under a previous Water Utility Billing Account shall not be permitted to complete an application for service nor be entitled to the supply of water, until payment in full of the indebted amount and Security Fee has been received by the Town.

When a Customer/Property Owner is required to pay a Security Fee; this fee shall be held by the Town against non-payment of all rates, charges, tolls, fares and rents fixed under Strathmore Fees Bylaw, for a period of one (1) year without interest.

- a. Where no Water Utility Billing Account delinquencies occur after a period of one (1) year, the Security Fee shall be refunded to the Customer/Property Owner, as a credit to the Water Utility Billing Account.
- b. If a Customer/Property Owner terminates his/her Water Utility Billing Account and there is no balance due at the date of termination, the Security Fee shall be refunded. If there is a balance owing, the Security Fee, or portion thereof, shall be applied to that outstanding balance.

3.7 Returned Items

There shall be a fee payable for each NSF, EFT (electronic funds transfer), and returned cheque, in accordance with Strathmore Fees Bylaw.

3.8 Water Meter Charge

In the Developer's Agreement, and in accordance with the Strathmore Fees Bylaw, a fee shall be charged for newly constructed premises for the supply of the water meter and MXU.

3.9 Scheduled Appointment

For each scheduled appointment which a Customer/Property Owner fails to attend, a fee will be charged to the account, according to the Strathmore Fees Bylaw. A fee may be charged for appointments scheduled outside of regular working hours.

4. WATER SERVICES

4.1 Water Utility Billing Account

A Water Utility Billing Account shall be established, and all applicable charges prescribed in this Bylaw and the Strathmore Fee Bylaw shall apply from the date the water meter is released from the Town, regardless of occupancy. This also applies for

Show Homes.

4.2 Customer/Property Owner Responsibility

Every Customer/Property Owner shall be responsible for paying the rate and charge provided, in accordance with this Bylaw and Strathmore Fees Bylaw;

4.3 Water Consumed

Every Customer/Property Owner is responsible for all water consumed on the premise, regardless of whether the water consumption was registered by the water meter, and regardless of whether consumption was by proper, accidental or illegal means.

4.4 Monthly Systems Charge

Every Customer/Property Owner who has a water meter, shall pay a Monthly Systems Charge based on the size of the water meter installed, and a levy based on consumption (consumption charge), as outlined in this Bylaw and the Strathmore Fees Bylaw.

4.4.1 The consumption charge shall be estimated by an Authorized Person based on the previous two (2) Billing Periods in the following situations:

- a. In the event a Customer/Property Owner's premise is not metered during the entire portion of a Billing Period.
- b. In the event access to the water meter is unable to be obtained for the purpose of reading the consumption.

4.4.2 Monthly System Charge is a levy comprised of the following:

- a. Water Fixed Charge - flat monthly charge: funds operational costs of the potable (treated) water distribution system, capital expenditures for rehabilitation of the existing system, and maintaining the East Regional Waterline which brings potable water from Calgary to the Town. This fee also covers the cost for the maintenance of your water meter including reading of meter and issuing your monthly bill. A Utilities Infrastructure Capital Reserve Levy is included. As set out in Strathmore Fees Bylaw.
- b. Water Levy -variable water consumption rate: - funds operational costs of the potable water distribution system; variable components provide an incentive to users to conserve (lower consumption= lower water utility

bill). Meter readings are obtained monthly. Customer/Property Owner is billed for the incremental charge in the meter reading: As set out in Strathmore Fees Bylaw.

- c. Sewer & Storm Sewer Levy - flat monthly charge: funds operational costs of tertiary wastewater treatment and collection systems and capital expenditures for rehabilitation of the existing system; this also includes a Sewer Infrastructure Capital Reserve Levy and a Storm Sewer Infrastructure Capital Reserve Levy as set out in Strathmore Fees Bylaw.
- d. Storm Levy - Variable sewer consumption rate: this levy is based on the amount of wastewater produced which is determined from the amount of water consumed. Charges as per Strathmore Fees Bylaw.
- e. Charges as per Strathmore Fees Bylaw
- f. Garbage Levy and Compostable Materials - flat monthly charge for residential solid waste collection and compostable materials collection and heavy item garbage removal plus a Utilities Capital Reserve Levy as set out in Strathmore Fees Bylaw

4.5 Pro-Rated Bills

Where a Monthly System Charge is applied against a portion of a calendar month that charge shall be prorated accordingly.

4.6 Mailing of Utility Bills

Utility bills may be mailed or emailed to the Customer/Property Owner for each Billing Period, or at intervals as determined by Council, and payment shall be due and payable on or before the stipulated Due Date. Bills that are mailed may be subject to a paper billing fee as set out in the Strathmore Fees Bylaw.

- a. Failure to receive a utility bill, either by mail (paper copy) or by e-mail does not absolve the Customer/Property Owner of the obligation to pay the bill. Customer/Property Owners may make inquiries of the Town as to amounts that may be outstanding.

4.7 Payment of Bills

All payments on utility bills shall firstly be applied to any arrears amounts outstanding on account, and any balance thereafter shall be applied to the current utility bill.

- a. If a utility bill, or portion thereof, remains unpaid at the Due Date, a

penalty shall be added to the outstanding unpaid portion in accordance with this Bylaw and Strathmore Fees Bylaw. This penalty shall be added to and form part of the Outstanding utility bill.

- b. In this event the Town will notify the Customer/Property Owner of the Outstanding Water Utility Bill, including the amount of such penalty on the next month's Water Utility Bill produced.
- c. If a Water Utility Bill remains outstanding for sixty (60) days past the date of the invoice, the Town will transfer the amounts owing to the Tax Roll of the property without further notice. Charges for transferring the amounts owing to the Tax Roll are described in the Strathmore Fees bylaw.

4.8 No Payment

In the event full payment of the Outstanding Water Utility Bill, including any rate, fee or penalty, or any portion that is not received by the due date, and in the event the Customer/Property Owner made arrangements with the Town for payment of the Outstanding Water Utility Bill and subsequently default on said payments; the water may be shut-off and applicable charges administered or the balance of the arrears and penalties, with applicable charges may be transferred to the property tax roll account without further notice with charges as described in the Strathmore Fees Bylaw, and is subject to collections under the tax recovery process.

4.9 Legal Action

The Town has the authority to initiate legal action in a Court of competent jurisdiction in order to recover any outstanding rates, fees and penalties, or any portion thereof, or seek any other remedies it may be entitled to at law or equity.

4.10 Water Shut-off

Once a Town technician or designate arrives at a premise, notwithstanding that payment arrangements may have been made, there will be a charge, for a Town technician or designates services to shut off the water, in accordance with this Bylaw and Strathmore Fees Bylaw.

- 4.11 Reconnection Fee In the event the Water Services are shut off for non-payment, a reconnection fee shall be charged and shall be payable in advance of services being turned on.

4.12 Sale of Property

On notification that a premise has been sold, the Town may elect to transfer the

amount of the final Water Utility Bill, as at possession date, to the tax roll.

4.13 Water Utility Bill Payments

Payments may be made at any of the following locations and in any of the following manners:

- a. At the public service counter located in the Municipality between the hours of 8:30 a.m. and 4:30 p.m., Monday through Friday, except statutory holidays;
- b. By cheque at the mail drop box located at the Municipality;
- c. At any chartered bank, treasury branch or credit union or banking facility which has made collecting arrangements with the Town;
- d. By mailing payment to the Town of Strathmore Municipal Office at 1 Parklane Drive, Strathmore, Alberta, T1P 1K2;
- e. By participating in the pre-authorized debit plan with the Town;
 - i. Through internet banking;
 - ii. Through the Town's website.

4.14 Pre- Authorized Payment Plan

A Consumer may elect to participate in one of the two payment plans the Town offers. Under either plan the amount of the Utility Bill shall be directly debited from the Consumers' bank account on the 15th of each month. A Utility Bill shall be mailed or e-mailed to the Consumer on a monthly basis.

The Equalized Payment Plan is debited from the Customer/Property Owners' bank on the 15th of every month. To obtain the amount to charge the Customer/Property Owners' bills are totaled for 12 months; and an average is established for an equal amount each month.

- a. This will be reviewed in October and March each year. At this time an adjustment may be needed. The Customer/Property Owner will be notified.
- b. On the Pre-Authorized Plan the total amount of the bill is debited from the Customer/Property Owners' bank on the 15th of every month.

- c. If there are insufficient funds for any monthly payment in the Customer/Property Owners' bank account for two (2) consecutive months, the Customer/Property Owners' payment plan shall be terminated.
- d. A Consumer may re-apply for re-instatement on the budget payment plan, provided that Consumer has paid, in full, three (3) consecutive Utility Bills.

4.15 Review of Pre-Authorized Payment Plan

Each Customer/Property Owner who participates in the Equalized Plan, will have their accounts reviewed as of March 31 and October 31 of each year.

- a. If a deficit results on a Customer/Property Owner ' Water Utility Billing Account, the Customer/Property Owner must pay said deficit within fifteen (15) days of the mailing date noted on the notification of payment letter.
- b. If the Water Utility Billing Account is not brought up to date, the monthly budget amount shall be adjusted to reflect the levies from the previous year and/ or including the balance outstanding.
- c. If a credit results, said credit shall be applied to the Consumer's Utility Billing Account.

4.16 Paper Billing Fee

The Town may charge a fee for printing and mailing Utility Bills, as described in the Strathmore Fees and Charges bylaw. Bills sent by email will not be charged a billing fee.

5. WATER METERS

5.1 New Construction

For new construction, the water meter shall be installed inside the premise in a location that is easily accessible for service, maintenance and repair.

5.2 Water Meter Sizes:

- a. all residential and commercial water meters will be provided and replaced by the Town at the end of its useful life.

5.3 Water Meter Damages

- a. Customers are responsible for repair or replacement costs on any loss or

damage to water meters, including but not limited to damages due to weather events, construction or renovations, improper usage, storage exterior to a building or trailer, etc.

5.4 Water Meter Costs

Any Customer/Property Owner having a water meter greater than twenty-five (25) millimeters in diameter shall, at his/ her sole cost and expense, supply, install and maintain a shut-off valve both before and after the water meter, as well as provide a proper valve bypass.

5.5 Metric Measurement

All water supplied by the Town through the Town' Water System shall be measured using the metric system. All measurement and dimensions in this Bylaw are based on the metric system, and where existing equipment utilizing imperial measurement is in use, the imperial measurement will be converted to metric, and those figure shall be used.

5.6 Water Meter Testing

Customer/Property Owner may request that the Town test the accuracy of his/her water meter, and:

- a. If the water meter sent for testing is found to be accurate with 97% to 103% of the measured volume of water passing through the water meter, the Customer/Property Owner shall pay the fees for such tests, as set out in the Strathmore Fees Bylaw;
- b. If the water meter sent for testing is less than five (5) years old, the Town may, at the Town's discretion, charge the Customer/Property Owner for the cost of the new water meter;
- c. If the mater meter is found not to be accurate within those limits, the water meter shall be repaired or replaced at no cost to the Customer/Property Owner, providing the inaccurate registering is not a result of deliberate tampering with or abuse of the water meter by the Customer/Property Owner, or damage to the water meter caused by the negligence of the Customer/Property Owner, and the cost for the tests shall be borne by the Town.
- d. Also, the Water Utility Bills, based on the readings of that water meter during the period of four (4) months immediately preceding the date of

the test or calibration, shall be corrected to reflect the error in the water meter, and the Customer/Property Owner shall either pay or shall be refunded, the amount so determined by the Town.

- e. This payment or refund shall be accepted by both the Town and the Customer/Property Owner in full settlement of any claim that may arise out of the error in the readings of the water meter.

5.7 Meter Accessibility

Authorized persons from the Town of Strathmore shall have free access to all parts of the premises in which water is delivered and consumed, or intended to be delivered and consumed, at any reasonable hour of the day, and upon reasonable notice for the purpose of:

- a. installation, maintenance, repair, testing and removal of the water meter and radio reader and the connections

6. VIOLATIONS

6.1 Offence

A Person who is found guilty of an offence under this Bylaw is liable to a fine of not more than ten thousand dollars (\$10,000.00) or to imprisonment for not more than one (1) year, or to both, pursuant to the Municipal Government Act, R.S.A. 2000, c. M-26, as amended.

6.2 Right of the Town

Nothing in this Bylaw shall be construed as curtailing the right of the Town to obtain compensation or to maintain any action for loss of or damage to property from or against the Persons(s) responsible.

6.3 Violation Tag - Delivering of A Peace Officer is hereby authorized and empowered to enforce the provisions of this Bylaw, and when necessary, issue a Violation Tag to any Person whom the Peace Officer has reasonable and probable grounds to believe has contravened any Provision of this Bylaw.

- a. A violation tag shall be issued to such Person:
 - i. personally; or
 - ii. by securely attaching it to the door of that Person's premise; or

iii. by mailing a copy to that Person's last known post-office address.

b. The violation tag shall be in a form approved by the Town, and shall state:

- i. the offence;
- ii. that the Due Date for payment shall not be less than twenty-one (21) days from issuance of the Violation Tag; and
- iii. any other information as may be required by the Town.

c. Nothing in this Bylaw shall prevent a Peace Officer from immediately issuing a violation ticket for the mandatory Court appearance of any Person who contravenes any provision of this Bylaw.

6.4 Violation Tag - Customer/Property Owner Action

Where a violation tag is issued pursuant to this Bylaw, the Customer/Property Owner to whom the violation tag is issued may, in lieu of being prosecuted for the offence, pay to the Town the penalty specified on the violation tag.

6.5 Violation Tag - Payment

If the penalty specified in a violation tag is not paid within the prescribed time period, a Peace Officer is hereby authorized and empowered to issue a Violation Ticket pursuant to Parts II and III of the Provincial Offences Procedure Act, R.S.A. 2000, c. P-24, as amended.

6.6 On-Going Violations

Where a contravention of this Bylaw is of a continuing nature, further violation tags may be issued by a Peace Officer, provided no more than one (1) violation tag is issued for each day that the contravention continue.

7. SEVERABILITY

Every provision of this Bylaw is independent of all other provisions and if a Court of competent jurisdiction declares any provision of this Bylaw invalid for any reason, all other provisions of this Bylaw shall remain valid and enforceable.

7.1 Enforcement

It shall be the duty of the CAO, the CAO's delegate, a Town Bylaw Enforcement Officer, Peace Officer, or any member of the Royal Canadian Mounted Police to enforce the provision of this Bylaw.

8. GENERAL PROVISIONS

8.1 Schedules "A," "B," "C," "D," "E" form part of this Bylaw.

9. REPEAL, FORCE AND EFFECT

9.1 Bylaw No. 20-26 and all amendments thereto, is hereby repealed.

9.2 This Bylaw shall come into full force and effect upon third and final reading.

READ A FIRST TIME THIS ____ DAY OF NOVEMBER, 2025

READ A SECOND TIME THIS ____ DAY OF NOVEMBER, 2025

READ A THIRD AND FINAL TIME THIS ____ DAY OF NOVEMBER, 2025

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE,
AND FINANCIAL SERVICES

SCHEDULE 'A'**Potable Water**

- A.101 A Monthly System Charge shall be charged for each premise having a water meter.
- A.102 The Monthly System charge for premises having a water meter shall be based on the size of the water meter installed, as stated in the Strathmore Fee Bylaw:
- A.103 Where a Monthly System Charge is applied against a portion of a calendar month, that charge will be prorated based on the number of days of occupancy in that premise.
- A.104 In addition to the Monthly System Charge, each premise having a water meter shall pay a levy based on consumption.

Consumption Charges

- A.105 As set out in the Strathmore Fees Bylaw.

Unmetered Water

- A.201 Rate as set out in the Strathmore Fees Bylaw.
- A.202 No Person shall use water supplied through a public or private hydrant, except as necessary for firefighting, testing, or maintenance, unless approved. When approval for use of a public hydrant is granted to a person, that person shall be responsible for any damages incurred to the hydrant or the Town's Water System during such use. Any person approved to use water from a hydrant, either public or private, shall be responsible for payment of this water usage at the water metered rate.

Bulk Water (Potable)

- A.301 The fee for approved purchase of potable water from the bulk water facility shall be as set out in Strathmore Fees Bylaw.

Alternate Sources of Potable Water

- A.401 Where a Customer/Property Owner uses other source of potable water:
- a. The Customer/Property Owner will be required to change over to the Town Water Supply.
 - b. The Town shall not be responsible for the quality of water obtained from any alternate source of water.
- A.402 No person shall provide or supply water from one premise, by pipe or hose or other means either with or without charge, to any other premise(s).

Water: Turn-On / Shut-Off

- A.501 Where Water Services have been shut-off, a reconnection fee shall be charged each time the Water Services are shut-off and turned-on as set out in Strathmore Fees Bylaw
- A.502 Should a Customer/Property Owner request his/her water services be turned-on or shut-off for an extended period of time, a fee shall be charged for each time the Water Services are turned-on and shut-off. As set out in the Strathmore Fees Bylaw
- A.503 Should a Customer/Property Owner require his/her Water Services be turned-on or shut-off during a working day for emergency maintenance, or similar purposes, no fee shall be charged.
- A.504 Should a Customer/Property Owner require his/her Water Services be turned-on or shut-off during hours not included in a working day for maintenance or similar purposes, other than emergencies, a one-time fee shall be charged during frost free situations, and actual hourly costs during frost conditions, as set out in the Strathmore Fees Bylaw.
- A.505 Moving Or Demolishing Buildings
- a. When a building that is connected to the Town water system is to be moved from its existing location or when the water service lines are to be permanently disconnected from any building for any cause, the owner of the land on which the building is situated is required to contact the Town

prior to such action for disconnection of services and water meter removal.

- b. The owner of the land from which a building connected to the Town water system is to be removed shall pay to the Town the appropriate charge before a permit for demolition or moving the building is issued pursuant to other Town Bylaws.

SCHEDULE "B"**Sanitary Sewer**

- B.101 Monthly System Charges shall be charged based on the potable water meter size as set out in Strathmore Fees Bylaw.
- B.102 Where a Monthly System Charge is applied against a portion of a calendar month, that charge will be prorated based on the number of days of occupancy in that premise.

Consumption Charges

- B.201 In addition to the Monthly System Charges noted in section B.101, customers shall pay sewer consumption charges as set out within the Strathmore Fees Bylaw.

Alternate Sources of Sewer Service

- B.301 This section refers to well services, and holding tanks in town.
- B.302 Where a Customer/Property Owner uses other sources of Sewer Services:
- a. The Customer/Property Owner will be required to change over to the Town Sewer Service Supply
 - b. The Town shall not be responsible for any service obtained from any alternate source.
- B.303 The Customer/Property Owner shall be charged for Sanitary Sewer Services based on the following:
- a. The Monthly System Charge and Consumption Charges for premises having a water meter, based on the size of the water meter; or
 - b. In the event a water meter has failed to register the consumption charge, billing shall be determined based on the preceding two (2) Billing Periods and in accordance with this Bylaw and Strathmore Fees Bylaw.

SCHEDULE 'C'**Garbage**

- C.101 A monthly fee for Garbage Services shall be charged for each Customer /Property Owner who resides in a premise.
- C.102 The Billing Period base rate for residential Garbage Service , from any premise is set out in Strathmore Fees Bylaw;

A Black Cart and A Green Cart will be supplied by the Town for pickup as described in the Town's Waste Collection Schedule.
- C.103 If a Customer/Property Owner wishes to put out more than the weekly cart extra tags must be purchased prior to the pick-up date at a specified cost per tag as set out in the Strathmore Fees Bylaw.

SCHEDULE "D"

Penalties

D.101 Any Water Utility Bill or portion thereof that remains unpaid at the Due Date shall have a penalty applied to the unpaid balance, which penalty will form part of the rate levied. Rates are charged in the Strathmore Fees Bylaw.

Penalties are applied on the balance owing, and may include previous unpaid penalty amounts.

Failure to receive, or loss of, the Utility Bill cannot be accepted as a reason for non- payment or exemption of a late penalty.

Payments must be received at the Town Office by 4:30PM on the date specified on the Utility Bill. If paying by mail, telephone banking, internet banking, or at a specified banking facility, allow five (5) working days for payment to be processed.

D.102 A charge will be applicable, without further notice, on any outstanding amount of the Water Utility Bill that is transferred to the tax roll. The amount is set out in the Strathmore Fees Bylaw.

SCHEDULE "E"Utilities Rental Agreement Regarding Forwarded Utility Bill

Utility Account Number: _____

Municipal Address: _____

Legal Description: TAX ROLL # _____

Registered Owner's Name, Mailing Address and Phone Number (REQUIRED INFORMATION)

E-MAIL _____ PHONE: _____

RENTERS NAME AND PHONE NUMBER (REQUIRED INFORMATION)

C/O OCCUPANT _____

STRATHMORE, AB T1P _____

E-MAIL _____ PHONE: _____

RENTERS NAME: _____

I/ We (as the case may be)

Being owner(s) of the property described above, hereby consent the Town of Strathmore forwarding utility account invoices and any notices to the above-named Renter(s) at the municipal address set out above, subject to change from time to time upon written notice to the Town of Strathmore. Notwithstanding the foregoing, I/we acknowledge and agree that the utility account shall at all times remain in my/our names(s) and shall be my/our responsibility to the Town of Strathmore.

I/we agree to immediately notify the Town of Strathmore of any change to the above information.

I/we agree to allow my/our utility account arrear in respect of the property, including any fees, charges and penalties, not paid within the time specified by the Town, to be transferred to my/our tax roll account, and understand that such amount may then be subject to additional penalties and will be collectable in the same manner as unpaid taxes.

I/we acknowledge an administration fee as stated in the Strathmore Fees Bylaw will be applied each time an unpaid amount in respect of the property is transferred to my/our tax roll account.

This Agreement is effective the _____ day of _____, 20____.

Signature of Registered Owner _____



Request for Decision

To: Council

Staff Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: September 4, 2025

Meeting Date: November 19, 2025

SUBJECT: ATIA Bylaw No. 25-24

RECOMMENDATION: THAT Council give First Reading to Bylaw No. 25-24, being the Access to Information Act (ATIA) Bylaw.

THAT Council give Second Reading to Bylaw No. 25-24, being the Access to Information Act (ATIA) Bylaw.

THAT Council give unanimous consent to proceed with Third and Final Reading of Bylaw 25-24, being the Access to Information Act (ATIA) Bylaw.

THAT Council give Third and Final Reading to Bylaw 25-24, being the Access to Information Act (ATIA) Bylaw.

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:

The *Access to Information Act (ATIA)* and *Protection of Privacy Act (POPA)* apply to all public bodies in Alberta and governs the protection of privacy related to personal information in the custody or under the control of Alberta public bodies.

The ATIA aims to strike a balance between transparency and the confidentiality required to ensure the effective operation of government. The POPA has the strictest penalties in Canada for the misuse of Albertan's personal information and supports more effective delivery of programs and services across public bodies by allowing for common and integrated programs. Personal data collected by the municipality for specific reasons must only be used for those reasons and must be protected.

OPERATIONAL:

N/A

FINANCIAL:

The financial implications are to provide authority for the head to oversee the provision of requests under the legislation. Depending on the nature of the request, the staff time to respond to these requests can be very resource intensive.

POLICY:

As per the Access to Information Act s.(98):

A local public body, by bylaw or other legal instrument by which the local public body acts,
(a) must designate a person or group of persons as the head of the local public body for the purposes of this Act, and
(b) may set any fees the local public body requires to be paid under section 96, which

must not exceed the fees provided for in the regulations.

IMPLEMENTATION:

If the bylaw is passed, Administration will provide Town employees with a copy of the bylaw and provide additional learning and training resources as the government continues to provide and update information on the two Acts and regulations.

BACKGROUND:

The Town's current Bylaw 21-22, being the FOIP Bylaw, was passed on September 1, 2021 to ensure the Bylaw aligns with the organization's practice in terms of who is a head of FOIP for the Town of Strathmore. In 2021, the FOIP head was assigned to the Director of Administrative and Administrative Services. The fees were recommended at this time to be removed from the bylaw and added to the Town's fees bylaw so that Council could review them on an annual basis to ensure ongoing alignment with the *Freedom of Information and Protection of Privacy Act*, "FOIP" ACT.

On June 11, 2025, The *Freedom of Information and Protection of Privacy Act* was repealed and two separate Acts and regulations, being the *Access to Information Act* (ATIA) and *Protection of Privacy Act* (POPA) were proclaimed.

KEY ISSUE(S)/CONCEPT(S):

The key issue for Council's consideration is whether it wishes to pass the ATIA Bylaw.

DESIRED OUTCOMES:

That Council approve Bylaw 25-24 to ensure the organization is in alignment with the current ATIA and POPA Act with the FOIP Act being repealed on June 11, 2025.

COMMUNICATIONS:

Once approved, Administration will proceed with signing of the bylaw and post the bylaw to the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Administration is recommending that Council adopt Bylaw No. 25-24, being the ATIA Bylaw.
2. Council could direct Administration to make changes to the bylaw and return the bylaw to a future Council meeting.

ATTACHMENTS:

[Attachment I: Bylaw No. 25-24 - ATIA Bylaw \(ID 90925\)](#)

[Attachment II: Bylaw No. 21-22 - FOIP Bylaw \(ID 54360\)](#)

Veronica Anderson, Legislative Services Officer	Approved - 29 Oct 2025
Kara Rusk, Director of Strategic, Administrative, and Financial Services	Approved - 29 Oct 2025
Kevin Scoble, Chief Administrative Officer	Approved - 30 Oct 2025
Johnathan Strathdee, Manager of Legislative Services	Approved - 30 Oct 2025

BYLAW NO. 25-24
THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

**A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA TO
DESIGNATE THE HEAT AND SET FEES AND CHARGES FOR THE PURPOSE OF
THE *ACCESS TO INFORMATION ACT AND PROTECTION OF PRIVACY ACT*.**

WHEREAS under the authority and subject of the provisions the *Access to Information Act, Statutes of Alberta, 2024 Chapter A-1.4*, referred to as ("ATIA"), and the *Protection of Privacy Act, Statutes of Alberta, 2024 Chapter P-28.5*, referred to as ("POPA"), Council is required to designate a person or group of persons as the head of local public body for the purpose of this Act;

AND WHEREAS under the authority of and subject to the provisions under the *Access to Information Act, Statutes of Alberta, 2024 Chapter A-1.4*, Council may set any fees the local body requires to be paid, which must not exceed the fees provided for in the regulations.

Now Therefore, the Council of the Town of Strathmore, in the Province of Alberta duly assembled, hereby enact as follows:

1. SHORT TITLE

- 1.1. This Bylaw may be cited as the "ATIA Bylaw."

2. DEFINITIONS

- 2.1. "Applicant" means a person who makes a request for access to a record under the ATIA;
- 2.2. "ATIA" means the *Access to Information Act, Statutes of Alberta, 2024 Chapter A-1.4*;

- 2.3. "CAO" means the person appointed as Chief Administrative Officer of the Town of Strathmore and includes any person who holds the position of CAO in an Acting capacity;
- 2.4. "Director of Strategic & Administrative Services" means the individual employed by the Town of Strathmore who oversees strategic and administrative services;
- 2.5. "Town of Strathmore" includes any board, committee or commission, panel, agency or corporation that is created or owned by the Town of Strathmore and all members of its officers of which are appointed by the Town of Strathmore.

3. DESIGNATED HEAD

- 3.1. The Director of Strategic & Administrative Services for the Town of Strathmore is appointed as Head for the purpose of the Act. In the event of the absence of the Director of Strategic & Administrative Services, the CAO or designate shall act as Head.

4. FEES

- 4.1. Where an applicant is required to pay a fee for service, the fee payable shall be in accordance with Schedule "A" of the current Town of Strathmore Fees Bylaw.

5. REPEAL

- 5.1. Bylaw No. 21-22 is hereby repealed.

6. ENACTMENT

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

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



**BYLAW NO. 21-22
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

**BYLAW NO. 21-22
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA
TO DESIGNATE THE HEAD AND SET FEES AND CHARGES FOR THE PURPOSE OF
THE *FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT*.**

WHEREAS under the authority and subject of the provisions the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c.F-25 and amendments thereto (hereinafter referred to as “FOIP”), Council is required to designate a person or group of persons as the head of local public body for the purpose of this Act;

AND WHEREAS under the authority of and subject to the provisions the *Freedom of Information and Protection of Privacy Act*, RSA 200, c.F-25 and amendments thereto, Council may set fees the local public body requires to be paid for services rendered;

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:**

1.0 SHORT TITLE:

1.1 This Bylaw may be cited as the “FOIP Bylaw”.

2.0 DEFINITIONS:

2.1 “Applicant” means a person who makes a request for access to a record or correction of personal information under FOIP;

2.2 “CAO” means the person appointed as Chief Administrative Officer of the Town of Strathmore and included any person who holds the position of CAO in an Acting capacity.

2.3 “Director of Strategic & Administrative Services” means the individual employed by the Town of Strathmore that oversees strategic and administrative services.

2.4 “FOIP” means the *Freedom of Information and Protection of Privacy Act*, RSA 2000, chapter F-25;



**BYLAW NO. 21-22
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

2.5 “Town of Strathmore” includes any board, committee or commission, panel, agency or corporation that is created or owned by the Town of Strathmore and all members of its officers of which are appointed by the Town of Strathmore;

3.0 DESIGNATED HEAD:

3.1 The Director of Strategic & Administrative Services for the Town of Strathmore is appointed as Head for the purpose of the Act. In the event of the absence of the Director of Strategic & Administrative Services, the CAO shall act as Head.

4.0 FEES

4.1 Where an Applicant is required to pay a fee for service, the fee payable shall be in accordance with Schedule “A” of the current Town of Strathmore Fees Bylaw.

5.0 REPEAL

5.1 Bylaw 99-16 is hereby repealed.

6.0 ENACTMENT

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

READ A FIRST TIME THIS 1st day of September, 2021.

READ A SECOND TIME THIS 1st day of September, 2021.

READ A THIRD AND FINAL TIME THIS 1st day of September, 2021.

MAYOR

CHIEF ADMINISTRATIVE OFFICER



ALBERTA

MUNICIPAL AFFAIRS

Office of the Minister

MLA, Peace River

AR120370

November 4, 2025

His Worship Pat Fule
Mayor
Town of Strathmore
1 Parklane Drive, P.O. Box 2280
Strathmore, AB T1P 1K2

Dear Mayor Fule and Council:

My sincere congratulations on your election to municipal office for the Town of Strathmore. I commend you for stepping forward to represent your community. I am sure you will uphold the trust placed in you by your electorate to serve your community with diligence and to the best of your ability.

Urban municipalities are at the forefront of innovation, economic development, and service delivery. As Alberta's villages, towns, and cities continue to grow and diversify, your leadership will be instrumental in advancing strategic priorities such as sustainable infrastructure, public safety, housing, and inclusive community development.

I look forward to working with you to support the Town of Strathmore's success through funding programs, legislative guidance, and collaborative initiatives that strengthen local infrastructure, public services, and community resilience. Strong, safe, and sustainable municipalities contribute to the success and future of our province.

Thank you for your dedication to public service. I look forward to working together.

Sincerely,

Dan Williams, ECA
Minister of Municipal Affairs

October 24, 2025

Dear Council Members,

On behalf of the students, faculty, staff and Board of Governors of Olds College of Agriculture & Technology, please accept our sincerest congratulations on your recent election to public office. Your success reflects the trust and confidence your constituents have placed in your leadership, and we commend your willingness to serve the citizens of Alberta.

As Canada's Smart Agriculture College, Olds College is deeply committed to the economic vitality, environmental stewardship and community strength of the entire province. Our mission is centred on advancing agriculture for a better world by fostering innovation and sustainability within the agriculture sector. We recognize that strong, visionary municipal leadership is foundational to achieving these shared goals.

We understand you are embarking on a term focused on critical priorities, including regional development, infrastructure management and fostering local economic resilience. We believe our institution is a vital partner in many of these areas, particularly through our focus on:

- **Skilled Workforce Development:** Training the next generation of professionals in agriculture, trades, land and environmental management, and agribusiness.
- **Innovation & Technology:** Leveraging our 3,000-acre Smart Farm and applied research to provide real-world solutions that can benefit local industries to advance education, innovation and applied research.
- **Community Partnership:** Working collaboratively with local governments to support economic development and value-added investment.
- **Leading Agriculture:** Being a positive force and thought leader in creating bridges between rural and urban communities in Alberta.

As you define your strategic direction for the term ahead, we look forward to working closely with your municipality to explore opportunities for mutually beneficial partnerships. Whether through customized training programs, applied research projects to solve local challenges or collaborating on shared community resources, Olds College is ready to support your efforts to build strong, sustainable communities.

We wish you tremendous success in your new mandate and anticipate a productive, collaborative relationship over the coming four years.

Sincerely,

ATIA Sec. 20(1)

*Dr. Debbie Thompson, President & CEO
Olds College of Agriculture & Technology*

ATIA Sec. 20(1)

*Al Kemmere, Chair
Olds College Board of Governors*