

	Page
1. CALL TO ORDER	
2. CONFIRMATION OF AGENDA	
3. PUBLIC COMMENTS	
<p>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.</p>	
4. DELEGATIONS	
<p>Members of the public and community organizations are welcome to attend a Committee of the Whole 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 Committee of the Whole Meeting.</p>	
4.1. Delegation – Kickstand	3 - 6
<p>Agenda Item - AIR-26-116 - Pdf</p>	
4.2. Delegation – EPCOR Utilities	7 - 28
<p>Agenda Item - AIR-26-115 - Pdf</p>	
5. CONFIRMATION OF MINUTES	
5.1. Committee of the Whole Meeting Minutes – April 8, 2026	29 - 33
<p>Agenda Item - AIR-26-100 - Pdf</p>	
6. BUSINESS	
6.1. 2027 Capital Project and Major Initiatives Priority Matrix	34 - 37
<p>Agenda Item - AIR-26-114 - Pdf</p>	
6.2. Municipal Enforcement Service Department Overview	38 - 42
<p>Agenda Item - AIR-26-117 - Pdf</p>	
6.3. MDP Review - Module "A" - Bylaw No. 26-07, Municipal Development Plan Amendment No. 3	43 - 122
<p>Agenda Item - AIR-26-072 - Pdf</p>	
6.4. Signing Authority Policy No. 1216	123 - 134
<p>Agenda Item - AIR-26-103 - Pdf</p>	
7. QUESTION AND ANSWER PERIOD	
8. CLOSED MEETING	
8.1. Council CAO Dialogue – Advice from officials – ATIA S. 29(1)(b)(iii)	

9. ADJOURNMENT



Report for Council

To: Council

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: May 3, 2026

Meeting Date: May 13, 2026

SUBJECT:	Delegation - Kickstand
-----------------	-------------------------------

RECOMMENDED MOTION:	Information for Council.
----------------------------	--------------------------

REPORT SUMMARY

KEY ISSUE(S):

Members of the public and community organizations are welcome to attend a Council Meeting as a delegation to present an item to Town Council for consideration. Those interested can 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 noon the Wednesday before a Council Meeting.

OBJECTIVE:

Kickstand has requested to speak at a Council Meeting provide an introductory overview of their organization and speak to the unease of transportation for youth within the town.

FINANCIAL IMPLICATIONS:

There are no financial implications at this time other than staff time needed to draft this report.

BACKGROUND:

In attendance will be:

Ruben Kalia, Co-Chair, Kickstand Youth Advisory Committee

About Kickstand:

Incorporated in August 2020, as the Alberta Centre for Excellence in Youth Mental Health, Kickstand is a not-for-profit organization dedicated to advancing youth mental health across the province. Initially established to support the implementation of Kickstand's integrated youth mental health hubs, the organization has evolved into a pivotal force in delivering comprehensive care to young Albertans.

<https://mykickstand.ca/whoweare/>

<https://mykickstand.ca/communities/>

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



Community Connection



Managing Growth



Financial Resilience



Economic Growth



Protecting Water and Green Spaces



Community Safety and Wellbeing

COMMUNITY IMPLICATIONS:

The Town of Strathmore recognizes the valuable contributions of community organizations that offer recreation, culture, education, and other public services to residents.

IMPLEMENTATION

NEXT STEPS:

N/A

REPORT AUTHOR:

Johnathan Strathdee, Manager of Legislative Services

ATTACHMENTS:

[Attachment I: Delegation Request Form - Kickstand](#)

Johnathan Strathdee, Manager of Legislative Services

Kevin Scoble, Chief Administrative Officer

Approved
- 07 May
2026

Approved
- 08 May
2026

From: noreply@esolutionsgroup.ca
Sent: February 25, 2026 8:56 PM
To: LegServ Admin
Subject: New Response Completed for Delegation Request Form

Follow Up Flag: Flag for follow up
Flag Status: Flagged

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,

Please note the following response to Delegation Request Form has been submitted at Wednesday February 25th 2026 8:53 PM with reference number 2026-02-25-001.

- **Applicants Name**
Michael
- **Organization Name (If Applicable)**
Kickstand
- **Meeting date requested (day/month/year)**
4/3/2026
- **Applicant's phone number**
ATIA Sec. 20(1)
- **Applicant's email address**
ATIA Sec. 20(1)
- **Applicant's Address**
332 D 4th avenue Strathmore AB, T1P1T5
- **Please list the name and title of the individuals that will be presenting to Council in the space provided.**
Michael - chairman youth advisory council kickstand
- **Please select the purpose of your presentation.**
Information Only, Request for Support
- **Please provide a brief summary regarding your delegation in the space provided.**
The youth advisory council of kickstand Strathmore would like formally introduce ourselves and invite members of the Strathmore town Council to its grand opening

on 18 March 2026 as well as as speak about the unease of transportation for youth within the town

- **Is/has this matter gone before an appeal board?**
No
- **The Town of Strathmore endeavours to provide equal opportunities to individuals and groups to appear before Council as a delegation. As a result, please indicate if you have you spoken on this topic before.**
No

[This is an automated email notification -- please do not respond]



Report for Council

To: Council

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: May 3, 2026

Meeting Date: May 13, 2026

SUBJECT:	Delegation - EPCOR Utilities
-----------------	-------------------------------------

RECOMMENDED MOTION: Information for Council.

REPORT SUMMARY

KEY ISSUE(S):

Members of the public and community organizations are welcome to attend a Council Meeting as a delegation to present an item to Town Council for consideration. Those interested can 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 noon the Wednesday before a Council Meeting.

OBJECTIVE:

Andrew Reid and Kevin Visser from EPCOR have requested to come speak to Council, they will give an update on the past two years of the Town's contract with EPCOR.

FINANCIAL IMPLICATIONS:

N/A

BACKGROUND:

Epcor is the current operator of the Town's underground utilities including water, sewer, and storm as well as the Town's Wastewater Treatment Plant.

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



Community



Managing



Financial



Economic



Protecting



Community

Connection	Growth	Resilience	Growth	Water and Green Spaces	Safety and Wellbeing
------------	--------	------------	--------	------------------------	----------------------

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

COMMUNITY IMPLICATIONS:

N/A

INTERNAL IMPLICATIONS:

N/A

LEGISLATIVE IMPLICATIONS AND REFERENCES:

N/A

PUBLIC ENGAGEMENT AND AWARENESS:

N/A

IMPLEMENTATION

COMMUNICATIONS:

N/A

NEXT STEPS:

N/A

ALTERNATIVE MOTIONS:

N/A

REPORT AUTHOR:

Ethan Wilson, Manager of Infrastructure

ATTACHMENTS:

[Attachment I: Delegation Request - EPCOR Utilities](#)

[Attachment II: 2024-25 Term 2 Strathmore Performance Presentation](#)

Ethan Wilson, Manager of Infrastructure

Approved

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

- 04 May
2026

Approved

- 05 May
2026

Kevin Scoble, Chief Administrative Officer

Approved

- 06 May
2026

Veronica Anderson, Legislative Services Officer

Approved

- 07 May
2026

Johnathan Strathdee, Manager of Legislative Services

Approved

- 08 May
2026

From: noreply@esolutionsgroup.ca
Sent: May 7, 2026 8:55 AM
To: LegServ Admin
Subject: New Response Completed for Delegation Request Form

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hello,

Please note the following response to Delegation Request Form has been submitted at Thursday May 7th 2026 8:54 AM with reference number 2026-05-07-001.

- **Applicants Name**
Andrew Reid
- **Organization Name (If Applicable)**
EPCOR Utilities
- **Meeting date requested (day/month/year)**
13/5/2026
- **Applicant's phone number**
ATIA Sec. 20(1)
- **Applicant's email address**
ATIA Sec. 20(1)
- **Applicant's Address**
100 Huxted Way
- **Please list the name and title of the individuals that will be presenting to Council in the space provided.**
Andrew Reid - Strathmore Site Manager
Kevin Visser - Associate Director Commercial Operations
- **Please select the purpose of your presentation.**
Information Only
- **Please provide a brief summary regarding your delegation in the space provided.**
Current contract has an automatic renewal requirement 18 months before the end of the current 8 year term. That 18 month deadline occurs in June of this year. The renewal is predicated on maintaining an 80% overall score and council's

approval and EPCOR will be presenting on the current status through the first 6 years of our term.

- **The Town has a computer and screen available for presentations. If you require specific technical requirements for your presentation please specify them in the space provided.**

Wheatland County

[This is an automated email notification -- please do not respond]



EPCOR Strathmore

Mid Term Performance Review

2024 – 2025

May 13, 2026



Strathmore
RURAL REIMAGINED



Performance Standards

10 Key Performance Indicators
measured annually

KPI 1 - Sanitary Manhole Inspection 25% annually

- Storm Manhole Inspection 25% annually
- Catch Basin Inspections 25% annually

KPI 2 – Sewer Line Cleaning 25% of Town annually

KPI 3 – Valve Exercising 25% annually

KPI 4 – Uni-directional Flushing 25% of Town annually

KPI 5 - Hydrant Maintenance 25% Annually

Performance Standards

10 Key Performance Indicators
measured annually

KPI 6 – Residential Operator Callouts
(response time within 60 minutes)

KPI 7 - Stakeholder Engagement (10 hours of
community outreach annually)

KPI 8 – Capital Planning (Within approved
budget)

KPI 9 – WCB Reportable Claims (Zero injuries)

KPI 10 – Water Quality (No approval
exceedances)



Performance Standards

Additional tasks

- Utility Locates since 2020
- Storm water manhole inspections added in 2022.
- Meter services added 2025



Article 11

The initial Term of this Agreement is for a period of eight (8) years from the Commencement Date. This Agreement shall be automatically renewed for an additional eight (8) years following the expiry of the Term, subject to the TOWN's satisfaction with the OPERATOR's performance as measured by the Performance Standards and subject to the TOWN Council's consent, notice of the same to be provided in writing by the TOWN to the OPERATOR, not less than eighteen (18) Months prior to the expiry of the Term.

EPCOR Strathmore Term One Report Card

Metric Name	4 Year Target	Completed	Term One Status	Term One Score
Sanitary Manhole Inspections	100%	106%	✓	0.03
Sanitary Sewer Flushing	100%	108%	✓	0.03
Uni-Directional Flushing (UDF)	100%	68%	✗	0.02
Mainline Valve Inspections	100%	162%	✓	0.04
Hydrant Inspections	100%	699%	✓	0.17

Water restrictions in 2023

EPCOR Strathmore Term One Report Card

Metric Name	Target	Completed	Term One Status	Term One Score
Operator Call Outs	60 Minute response time	100%	✓	0.10
Stakeholder engagement	10 hours	100%	✓	0.26
Capital Project Execution	Meet Council approved budget	100%	✓	0.10
WCB Reportable Claims	0 = 100% 1 = 75% 2 = 50% 2+ = 0%	87.5%	✓	0.09
Approval Limits	Meet all approval limits	100%	✓	0.10
Accumulative Total Score				0.93

EPCOR Strathmore Term 2 Midterm Report

Metric Name	2 Year Target	Completed	2-Year KPI Score	Term Score
Sanitary Manhole Inspections	50%	51%	✓	0.03
Sewer Line Cleaning	50%	55%	✓	0.03
Uni-Directional Flushing (UDF)	50%	38%	✗	0.02
Mainline Valve Inspections	50%	94%	✓	0.05
Hydrant Inspections	50%	396%	✓	0.20
Operator Call Outs	100%	100%	✓	0.10
Stakeholder Engagement	100%	100%	✓	0.38
Capital Project Execution	100%	100%	✓	0.10
WCB Reportable Claims	100%	90%	✓	0.09
Approval Limits	100%	96%	✓	0.10
Accumulative Total Score				1.08

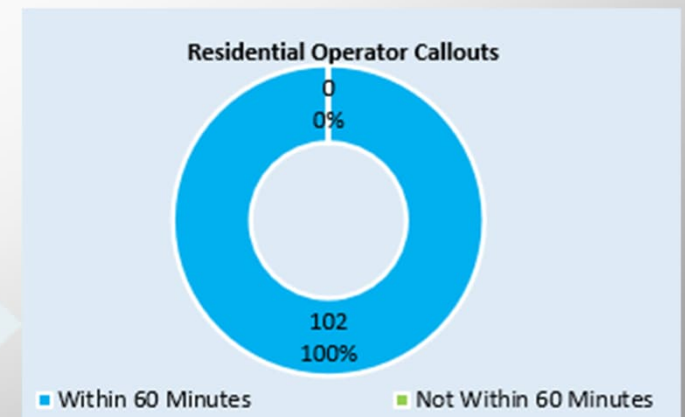
Calgary Feeder main Break

KPI 6: Operator Call Outs

Response time must be within
60 minutes

- Water Quality issues
- Sewer Backup
- Frozen Service/ No water
- Fire calls

Response Time Requirement Met



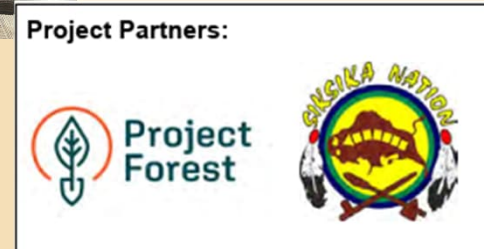
KPI 7: Stakeholder Engagement

EPCOR's documented stakeholder engagement - 61 hours

Date	Event Information
Tuesday, July 1, 2025	Pancake Breakfast
Friday, June 7, 2024	Lead by Example Powwow
Saturday, June 8, 2024	Lead by Example Powwow
Sunday, June 9, 2024	Lead by Example Powwow
Monday, July 1, 2024	Pancake Breakfast

Community Sponsorships

2024 Recipients		2025 Recipients	
Strathmore Motor Products Sports Center	\$6,667	Strathmore Motor Products Sports Center	\$6,667
Project Forest	\$2,500	Project Forest	\$2,500
Canada Day Pancake Breakfast	\$2,000	Canada Day Pancake Breakfast	\$2,000
Strathmore Stampede	\$2,100	Strathmore Stampede	\$2,100
Alberta Culture Days	\$1,455	Lead by Example Powwow	\$3,000
Lead by Example Powwow	\$3,000		
Strathmore Gymnastics	\$750		



KPI 8: Capital Projects

Meet Council-approved budget

Year	Project Name	Capital Budget	Invoiced	Invoiced %
2024	Lift Station Upgrades	\$50,000	\$31,579	63%
2024	PLC/SCADA Upgrades	\$310,000	\$195,131	63%
2024	Lab Equipment	\$20,000	\$13,187	66%
2024	General Plant Upgrades	\$85,000	\$75,000	88%
2024	PC repairs	\$175,000	\$174,997	100%
2025	Effluent Reuse Pump (2024)	\$19,977	\$21,347	107%
2025	PLC Upgrades	\$405,000	\$330,939	82%
2025	WWTP UV System	\$385,000	\$379,985	99%
2025	WWTP General Plant Upgrades	\$60,000	\$51,704	86%
2025	Distribution and Collections Out-of-Scope Maintenance	\$75,000	\$62,826	84%

\$1,584,977	\$1,336,695	84%
-------------	-------------	-----

KPI 9: WCB Reportable Claims

October 3, 2025 – Employee slipped when the tool broke, hurting his elbow.

Term 2 score 0.09



KPI 10 Water Quality

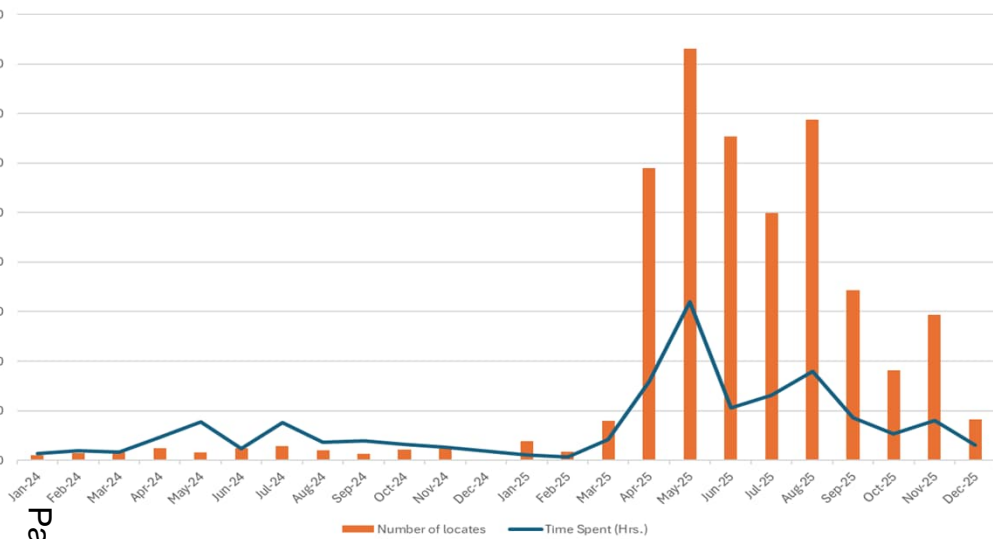
2024 Approval Limits												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
WWTP Effluent												
Total Suspended Solids	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
cBOD	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Total Phosphorus	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Total Ammonia Nitrates	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
pH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
WWTP Bacteriological												
Treated Effluent	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Pump House	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Approval Limits Met	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓

2025 Approval Limits												
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
WWTP Effluent												
Total Suspended Solids	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
cBOD	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Total Phosphorus	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Total Ammonia Nitrates	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
pH	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
WWTP Bacteriological												
Treated Effluent	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
Pump House	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓
Approval Limits Met	✓	✓	✓	✓	✓	✓	✓	✓	✓	✗	✓	✓

Utility Locates

- 4293 locates in 2025.
 - More than 2020 through 2023 (4,237).
 - TELUS Fiber Optic project
- 1611 labour hours midway through term 2
 - Less than 2020 through 2023 (2181)

Utility Locates





Stormwater Manhole Inspections

- 632 Storm Manholes
 - 128 inspected in 2024
 - 149 Inspected in 2025
 - 57% over two years ✓

Meter services

- Respond to the Town's water meter appointments.
- Install and program MXU for new commercial and residential meters.
- Troubleshoot failed MXU's and meters.
- Replacement of meters and MXU's
- Update work orders in CityWorks
- Update the monthly inventory
- 274 Meter appointments since June 20, 2025.



The background of the slide is a close-up photograph of a circular metal manhole cover. The cover has a grid-like pattern of raised lines and several circular holes. The words "DISTRIBUTION" and "WATER" are embossed on the cover in a circular arrangement. A semi-transparent white horizontal band is overlaid across the middle of the image, containing the text "Questions?".

Questions?



Request for Decision

To: Council

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: April 8, 2026

Meeting Date: May 13, 2026

SUBJECT: **Committee of the Whole Meeting Minutes – April 8, 2026**

RECOMMENDED MOTION: THAT Council adopt the April 8, 2026 Committee of the Whole Meeting Minutes as presented in Attachment I.

REPORT SUMMARY

KEY ISSUE(S):

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the April 8, 2026 Committee of the Whole Meeting are given to Council for adoption.

OBJECTIVE:

For Council to review, and adopt the Committee of the Whole Minutes as presented.

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



Community Connection



Managing Growth



Financial Resilience



Economic Growth



Protecting Water and Green Spaces



Community Safety and Wellbeing

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

IMPLEMENTATION

NEXT STEPS:

Once signed, the April 8, 2026 Committee of the Whole Meeting Minutes will be posted on the Town's website.

ALTERNATIVE MOTIONS:

1. Council may adopt the recommended motion.
2. Council may provide further direction regarding the Committee of the Whole Meeting Minutes.

REPORT AUTHOR:

Veronica Anderson, Legislative Services Officer

ATTACHMENTS:

[Attachment I: COMMITTEE OF THE WHOLE - 08 Apr 2026 - Minutes](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 09 Apr
2026

Johnathan Strathdee, Manager of Legislative Services

Approved
- 20 Apr
2026



MINUTES COMMITTEE OF THE WHOLE MEETING

6:00 PM - Wednesday, April 8, 2026

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT: Mayor Pat Fule, Councillor Claude Brown, Councillor Jim Chisholm, Councillor Matt Hyde, Councillor Richard Wegener, and Deputy Mayor Brent Wiley

COUNCIL ABSENT: Councillor Melissa Langmaid

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 Stratheed (Manager of Legislative Services)

1. **CALL TO ORDER**

Mayor Fule called the April 8, 2026 Committee of the Whole to order at 6:01 p.m.

2. **CONFIRMATION OF AGENDA**

Resolution No. 016.04.26A

Moved by Councillor Brown

THAT Council adopt the April 8, 2026 Committee of the Whole Agenda as amended:

MOVE:

8.2 *Strathmore Stampede Discussion – Advice from officials – ATIA S. 29(1)(a)*

to become 8.1.

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

AGAINST: None.

CARRIED

3. **PUBLIC COMMENTS**

None.

4. **DELEGATIONS**

None.

5. **CONFIRMATION OF MINUTES**

5.1. **Committee of the Whole Meeting Minutes – March 11, 2026**

Resolution No. 017.04.26A

Moved by Councillor Chisholm

THAT Council adopt the March 11, 2026 Committee of the Whole Meeting Minutes as presented in Attachment I.

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

AGAINST: None.

CARRIED

6. **BUSINESS**

6.1. **Proposed Cemetery Bylaw No. 26-04**

6.2. **Services and Service Levels Inventory Review**

7. **QUESTION AND ANSWER PERIOD**

7.1. **Fence Building Youth Employment Opportunity**

Councillor Brown asked Councillor Hyde to share information on the program to employ local high school students to build fences in Town this summer.

7.2. **Stanley Cup Playoffs**

Councillor Chisholm asked Council to share who they will be cheering for in this year's playoffs.

7.3. **Hike for Hospice**

Mayor Fule informed Council that Dr. McNeely has stated that this year's hike will not be taking place.

8. **CLOSED MEETING**

Resolution No. 018.04.26A

Moved by Councillor Wegener

THAT Council move In Camera to discuss items related to sections 29(1)(a) and 29(1)(b)(iii) of the *Access to Information Act* at 6:52 p.m.

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

AGAINST: None.

CARRIED

8.1. **Strathmore Stampede Discussion – Advice from officials – ATIA S. 29(1)(a)**

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

Resolution No. 019.04.26A

Moved by Councillor Wegener

THAT Council move out of Camera at 9:12 p.m.

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

AGAINST: None.

CARRIED

9. **ADJOURNMENT**

Mayor Fule adjourned the April 8, 2026 Committee of the Whole at 9:12 p.m.

Mayor

Director of Strategic, Administrative,
and Financial Services



Request for Further Direction

To: Council

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: April 29, 2025

Meeting Date: May 13, 2026

SUBJECT: **2027 Capital Project and Major Initiatives Priority Matrix**

RECOMMENDED MOTION: For Council to provide direction.

REPORT SUMMARY

KEY ISSUE(S):

The Capital Projects Prioritization Matrix is a tool to assist with asset management because the capital projects are either refurbishing, replacing or adding new assets. This tool will assist with the determining of which capital projects could proceed, and the timing of when.

There are different categories and factors with weightings to quantify and rank the priorities, which are identified in the attachment.

OBJECTIVE:

For Council to provide feedback and any requested changes to the Matrix weighting. The updated document will come back to Council for approval at the May 20, 2026 Regular Council Meeting.

FINANCIAL IMPLICATIONS:

The Capital Project and Major Initiatives Priority Matrix has been established to create an impartial process regarding the review, assessment and ranking of capital projects. This ranking is used to discuss priorities identified as part of the annual budget process.

BACKGROUND:

During the 2026 Budget, the Matrix was used to support in the prioritization of capital projects in alignment with Council's Strategic Plan and the Town's Corporate Business Plan.

Administration is bringing forward the Matrix for Council's feedback to guide the 2027 budgeting process.

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



Community Connection



Managing Growth



Financial Resilience



Economic Growth



Protecting Water and Green Spaces



Community Safety and Wellbeing

HOW THE STRATEGIC PRIORITIES ARE MET:

The 2026 Capital Project and Major Initiative Priority Matrix is used to weight all proposed projects for potential inclusion in the 2027 Budget. This matrix includes provisions around the Town's Strategic Plan and Corporate Business Plan.

COMMUNITY IMPLICATIONS:

N/A

INTERNAL IMPLICATIONS:

Department Managers use the matrix to score capital business cases. Managers deliberate with Senior Leaders and Finance representatives to review all scoring and come to a consensus of rating for presenting recommended capital business cases to Council during the budgeting process.

LEGISLATIVE IMPLICATIONS AND REFERENCES:

N/A - this is an internal usage item to support the budgeting process.

PUBLIC ENGAGEMENT AND AWARENESS:

N/A

IMPLEMENTATION

COMMUNICATIONS:

The 2027 Budget Information will be communicated throughout the organization and will form a critical component of the budget.

NEXT STEPS:

Administration will use the Matrix as the basis for recommending Capital Projects and Major Initiatives when presenting the 2027 Operating and Capital Budget for Council for deliberations in November 2026.

ALTERNATIVE MOTIONS:

N/A

REPORT AUTHOR:

Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

ATTACHMENTS:

[Attachment I: Capital Project and Major Initiatives Priority Matrix](#)

Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

Approved
- 06 May
2026

Leana Ashbacher, Senior Manager of Financial Services

Approved
- 06 May
2026

Kevin Scoble, Chief Administrative Officer

Approved
- 06 May
2026

Veronica Anderson, Legislative Services Officer

Approved
- 07 May
2026

Johnathan Strathdee, Manager of Legislative Services

Approved
- 08 May
2026



Town of Strathmore

Capital Project and Major Initiatives Priority Matrix

#	Criteria	Description	Value	Scoring Description	Weight	Score
1	Project Category	5 Categories of projects that support different classifications of projects which vary depending on importance and impact to the public Select from list	100	Essential Projects - this category includes capital projects that have a legal, safety, regulatory or other mandated minimum requirement where not achieving these requirements would lead to legal action, fines, penalties or high risk of liability against the Municipality.	20%	0
			80	Priority Projects - this category includes projects required to maintain critical components in a state of good repair. These projects are not mandatory but will maintain critical infrastructure at current service levels.		
			60	Efficiency or Cost Savings Projects - These projects have a positive breakeven over the life of the capital investment due to operational cost savings and will provide financial benefits in the future.		
			40	State of Good Repair/Lifecycle - this category includes projects that maintain existing capital infrastructure. These projects are not mandatory but if the project is not undertaken the current level of service/condition of the capital asset will decline.		
			20	Improvement (non-essential) - This category includes: projects that will increase current service level; new facilities; expansion of existing facilities or new initiatives.		
2	Strategic Alignment	What section from our Strategic plan does this project match with? (This selection will be shown at the top of the page.) Select from list		Select from List-Strategic Plan and/or Admin Priorities	10%	0
			100	Directly aligned with Strategic Plan		
			50	Indirectly linked to Strategic Plan		
3	Business Plan	Which part of the Business plan does this project align with? (This selection will be shown at the top of the page.) Select from list		Select from List - Business Plan	5%	0
			100	Directly aligned with the Business Plan		
			50	Indirectly linked to the Business Plan		
4	Business Continuity Risk Assessment	The extent to which the project will address/mitigate risk to essential and critical municipal services Select from list	100	Significant impact	15%	0
			50	Moderate impact		
			10	Low impact		
5	Operating Budget Impact	Incremental increase/decrease on operating budget as a result of the project Select from list	100	Significant decrease in operating costs (> \$50,000)	10%	0
			50	Moderate decrease in operating costs (between \$20,000 and \$50,000)		
			25	Marginal decrease in operating costs (between \$5,000 and \$20,000)		
			0	Little or no impact on operating costs (+/- \$5,000)		
			-25	Marginal increase in operating costs (between \$5,000 and \$20,000)		
6	Financing	Select from list	100	Financed entirely from external sources and must proceed immediately to leverage funds	15%	0
			90	Financed entirely from external sources		
			75	75% - 99% of project financing is from external sources		
			50	50% - 74% of project financing is from external sources		
			25	25%-49% of project financing is from external sources		
			10	Less than 25% of project financing is from external sources		
			0	Financed entirely from debt, tax levy or taxy levy funded reserves		
			100	Able to measure a positive ROI with payback period of less than 5 years		
50	Able to measure a positive ROI with a payback period of 5 to 10 years					
0	ROI difficult to measure					
8	Service Levels (Impact)	Select from list	100	Addresses a current service level deficiency so level of service standard is achieved	10%	0
			50	Increases level of service		
			0	Has no impact on service level		
9	Community and Economic Impact	Impact on businesses and economy in terms of revenue generation (job creation, assessment growth, tourism, etc.) Select from list	100	Generates a significant economic benefit for the local economy	5%	0
			50	Generates a moderate economic benefit for the local economy		
			0	Limited, minimal or no economic benefit for the local economy		
TOTAL SCORE:					100%	0

All areas in **BOLD RED** are required fields in order to populate this matrix. To select from the list click on the field (**Select from list**) and click on the grey arrow button to select the corresponding field. This will then populate a Score which is tallied at the bottom.



Report for Council

To: Council

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: May 4, 2026

Meeting Date: May 13, 2026

SUBJECT:	Municipal Enforcement Service Department Overview
-----------------	--

RECOMMENDED MOTION: For Information

REPORT SUMMARY

KEY ISSUE(S):

The existing staff complement for the Municipal Enforcement Service (MES) department is four (4) members, or approximately a 1-to-3,750 officer-to-resident ratio (1-to-5,000 officer-to-resident ratio for a Community Peace Officer (CPO)).

This staffing complement allows for operational hours, Monday through Friday, 6:00 am to 5:00 pm, with a minimum of two (2) officers on shift, for safety.

Should Council wish to change the level of service by increasing the operational hours for the MES department or increasing/decreasing the number of MES officers working at one time, there would be financial implications.

OBJECTIVE:

Administration has prepared this report on the operations of the Municipal Enforcement Service (MES) department.

While there are no "best practices" associated with enforcement staffing levels, Administration's report will provide some operational (staffing, hours, etc...) comparisons from regional municipalities.

FINANCIAL IMPLICATIONS:

None, other than staff time associated with researching other municipalities and preparing this report.

Should Council wish to change the level of service for the Municipal Enforcement Service (MES) department, costs associated with hiring and outfitting a community peace officer (vehicle, equipment, etc...) would be approximately \$250,000.00.

BACKGROUND:

At the April 15, 2025, meeting, the Council directed the Administration to prepare a report on Municipal Enforcement Officer coverage, research like-sized municipalities for best practices, and determine if the RCMP required increased assistance from staff.

The role of the Municipal Enforcement Services department is to enforce local bylaws and certain provincial laws, thereby maintaining public safety, order, and community standards.

Some of the core responsibilities include:

- Bylaw enforcement and community safety (parking, animal control, property standards, noise complaints, etc.)
- Traffic and parking enforcement
- Public education (educating residents about bylaws, etc...)

Municipal Enforcement Officers are appointed under the Municipal Government Act and the Peace Officer Act (allowing for the enforcement of specific provincial statutes). Municipal Enforcement staff typically don't handle serious criminal matters and focus more on compliance and prevention rather than criminal investigation.

The Municipal Enforcement Services department consists of community peace officers (CPO) and a municipal enforcement/bylaw officer. There is a common misconception that all Bylaw officers are also Community Peace Officers; however, only those individuals appointed as Community Peace Officers can enforce provincial acts and regulations.

Community Peace Officers (CPOs) are specialized law enforcement personnel appointed under the Alberta Peace Officer Act to enforce provincial statutes and municipal bylaws. While their duties vary in nature and scope depending on the unique needs and priorities of the communities they serve, the Town's CPOs enforce the following Provincial Statutes:

- Traffic Safety Act (traffic and commercial vehicle enforcement)
- Gaming, Liquor, and Cannabis Act
- Petty Trespass Act and Trespass to Premises Act
- Dangerous Dogs Act and Animal Protection Act
- Tobacco, Smoking, and Vaping Reduction Act
- Environmental Protection and Enhancement Act
- Dangerous Goods Transportation and Handling Act

The current staffing complement for the Municipal Enforcement Service (MES) department is four (4) members, or approximately a 1-to-3,750 officer-to-resident ratio (1-to-5,000 for a Community Peace Officer (CPO)). This staffing complement allows for department operational hours, Monday through Friday, 7:00 am to 5:00 pm, with a minimum of two (2) officers on shift, for safety. This schedule is based on historical data, with approximately 2% of calls (requests for service) occurring after regular hours (after 5:00 pm and weekends).

MES staff will occasionally flex hours during the summer months to extend their operational hours, to meet community demands (i.e. Stampede or other event), or to address/respond to a specific public safety issue. Furthermore, the MES department will occasionally employ a contracted service provider to further complement a specific public safety issue.

Calls for service, outside of business hours, are monitored by MES staff and actioned as follows:

1. Responded to by telephone within 24 hours, and actioned on or before the next business day, or
2. Redirected to the non-emergency RCMP line
3. Redirected to Town of Strathmore Public Works (Operations) after hours.

A regional staffing comparison shows varying officer-to-resident ratios:

- City of Airdrie - 15 staff (1-to-6,000)
- City of Chestermere - 10 staff (1-to-3,100)
- Town of Cochrane - 10 (1-to-3,200)
- Town of Drumheller - 3 (1-to-2,800)
- Town of High River - 3 (1-to-5,000)
- Town of Sylvan Lake - 10 (1-to-1,800)

Some of these municipalities also employ seasonal bylaw staff to enhance parking and property compliance. For example, the Town of Sylvan Lake employs 8-10 additional bylaw officers to enforce parking and other municipal bylaws.

Operational hours for these municipalities vary, but are:

- City of Airdrie - 7 days/week (6:30 am to 9:00 pm)*
- City of Chestermere - 7 days/week (Fall - 7:00 am to 10:30 pm and Summer - 7:00 am to 12:30 am)*
- Town of Cochrane 7 days/week (7:30 am to 7:00 pm)*
- Town of Drumheller - 7 days/week (6:30 am to 9:00 pm)
- Town of High River - 7 days/week (8:00 am to 12:00 am)
- Town of Sylvan Lake - 7 days/week (8:00 am to 8:00 pm)*

* Denotes that these municipalities have a policy that municipal enforcement staff are not regularly scheduled to work alone (outside of extenuating circumstances).

The Town's Municipal Enforcement Service department and the Strathmore RCMP have an excellent relationship. The MES department has assisted in traffic-related matters (i.e., winter road closures) and calls for assistance (traffic control for a Conrich fire or the May 2025 hold and secure incidents).

They support joint operations, where an additional enforcement presence is needed, and also other targeted enforcement campaigns. In Feb. 2025, Minister Ellis, Minister of Public Safety and Emergency Services, requested municipalities, temporarily, align Community Peace Officers' operations with, or under, the RCMP to ensure law enforcement efforts are collaborative and coordinated in efforts to combat fentanyl and social disorder.

Ultimately, the limited powers of community peace officers and bylaw officers would limit their assistance to the RCMP to scene support, serving documents, and lower-level offences such as traffic enforcement, liquor, and cannabis-related, and nuisance-related calls.

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



Community Connection



Managing Growth



Financial Resilience



Economic Growth



Protecting Water and Green Spaces



Community Safety and Wellbeing

HOW THE STRATEGIC PRIORITIES ARE MET:

As part of its Strategic Plan, Council has prioritized the continuous improvement of community safety, health, and wellbeing. The Municipal Enforcement Service department provides early Intervention on issues (unsightly properties, noise and disorder complaints, aggressive animals), often addressing these matters before they become police matters.

They provide ongoing visibility, building familiarity with residents, and create a safer baseline rather than reacting only after problems occur.

COMMUNITY IMPLICATIONS:

Not applicable at this time.

INTERNAL IMPLICATIONS:

Changes to the level of service by increasing the operational hours for the Municipal Enforcement Service (MES) department or increasing/decreasing the number of MES officers working at one time, would impact the department (operationally and financially).

LEGISLATIVE IMPLICATIONS AND REFERENCES:

Not applicable at this time.

PUBLIC ENGAGEMENT AND AWARENESS:

Not applicable at this time.

IMPLEMENTATION

COMMUNICATIONS:

Not applicable at this time.

NEXT STEPS:

Council may choose to provide further direction to Administration.

ALTERNATIVE MOTIONS:

Not applicable at this time.

REPORT AUTHOR:

Mark Pretzlaff, Director of Community and Protective Services

Mark Pretzlaff, Director of Community and Protective Services

Approved
- 07 May
2026

Kevin Scoble, Chief Administrative Officer

Approved
- 08 May
2026

Veronica Anderson, Legislative Services Officer

Approved
- 08 May
2026

Johnathan Strathdee, Manager of Legislative Services

Approved
- 08 May
2026



Report for Council

To: Council

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: March 11, 2026

Meeting Date: May 13, 2026

SUBJECT:	MDP Review - Module "A" - Bylaw No. 26-07, Municipal Development Plan Amendment No. 3
-----------------	--

RECOMMENDED MOTION:	The report "MDP Review - Module "A" - Bylaw No. 26-07, Municipal Development Plan Amendment No. 3" is for information purposes.
----------------------------	---

REPORT SUMMARY

KEY ISSUE(S):

Land Use Planning in Alberta

Land use planning and decision-making as it relates to land in the Province of Alberta is administered through a hierarchy of provincial legislative and policy documents that are in turn implemented by decision-makers including provincial departments and agencies, regional boards and agencies, and municipal governments.

Land use planning at the provincial level is governed largely by the [Alberta Land Stewardship Act](#) (ALSA), the [Land Use Framework](#) (LUF) and in the Town's case by the [South Saskatchewan Regional Plan](#) (SSRP), while municipal and intermunicipal land use planning is primarily governed by the [Municipal Government Act](#) (MGA).

Municipal Development Plans (MDP)

The MGA requires that every municipality in Alberta is required to adopt and implement an MDP - a policy-based statutory plan that helps guide how communities manage growth and development over the longer term. MDP's identify future development patterns within municipal boundaries, and facilitate local planning and economic growth. An MDP also provides residents and businesses with information on how the municipality will address the current and future needs of the community, including land use, transportation systems, municipal services, environmental, and other considerations.

The Town's MDP must also reflect and be consistent with the [Town of Strathmore-Wheatland County Intermunicipal Development Plan](#) (IDP). The MDP may at times also be limited in part

by regulations of the federal and provincial governments. The MDP in turn provides "spin-off" assistance in terms of guidance and direction to other municipal statutory and non-statutory plans, by-laws, guidelines, and implementation tools.

The Town's MDP also further creates an important connection and understanding of expectations between Council, local communities consisting of both residents and businesses, external agencies and stakeholders, and the Town's corporate and business administration processes.

Modular Approach to Updating the Town's MDP

Module "A" represents the first of a series of modular amendments to the Town's MDP. The modular amendments will collectively amount to a complete update of the MDP and bring about the conclusion of the Town's MDP Review. Staff anticipates that three additional and smaller by volume modules will be needed to complete the Town's MDP Review.

The above noted "modular" approach to updating the Town's MDP represents a shift away from the "repeal and replace" approach that has been envisioned previously. Staff advises that the shift toward a modular approach will allow for a quicker and more flexible completion of the MDP Review.

The modular approach will also afford Council the opportunity to expeditiously align the Town's MDP with the strategic priorities that have been identified in Town's [2026-2009 Strategic Plan](#). This alignment better positions Council as proactive decision-makers with a clear set of "pillars" embedded within the MDP, along with a longer term growth and development vision that is relied upon to guide decision-making on land use planning, growth, and development matters.

Module "A"

With respect to the above, Module "A" is anticipated to be the largest amendment package of proposed updates and modernizations to several key components and policy areas of the Town's MDP. The bulk of Module "A" focuses on policy directions related to growth management, fiscal sustainability, economic development, and agricultural operations. Module "A" also includes implementation, monitoring, and review policy updates that address a range of topic areas including, but not limited to, intermunicipal planning, public engagement, and other statutory and regulatory matters and requirements. Module "A" further includes the revamping of the preamble and introductory sections of the MDP to address statutory and regulatory matters, while at the same time adding reader-friendly explanations around the scope of the MDP and how the MDP should be read, used, and interpreted. Other technical and stylistic updates are also included - such as updated cover pages, table of contents, figures, and maps

The following table provides a summary of Module "A" content:

MDP Update Type	Action(s) and Description(s)
Cover Pages	<ul style="list-style-type: none"> • Updated cover pages throughout.
Preamble	<ul style="list-style-type: none"> • Adds a formal Land Acknowledgement.
Table of Contents	<ul style="list-style-type: none"> • Updated to reflect Module "A" changes. • Added and/or updated information on the MDP (ie. role, scope, context, interpretation, legislative framework, government roles, how to read the plan, figures/maps/tables explanations).
Part 1: Introduction	<ul style="list-style-type: none"> • Adds a community profile with emphasis on Indigenous origins and past and settler government history that was prepared with assistance from the Town's Indigenous Liaison and a long-time Strathmore resident. • Added and/or updated current population, demographics, and development patterns information. • Updated population projections.
Part 2: Growing Strathmore	<ul style="list-style-type: none"> • Adds a growth management policy and priorities hierarchy for Planned Growth Areas (ie. Unplanned Growth Areas, Future Growth Areas, Active Growth Areas, Employment

Lands, Strategic Intensification, Strategic & Business Innovation Hubs).

- Added and/or updated Fiscal Sustainability policies.
- Updated and clarified policy requirement for triggering Area Structure Plan process on Residential lands.
- Added and/or updated Economic Development policies (ie. attracting and retaining businesses, employment growth, innovation, relationships, etc.).
- Added and/or updated Agricultural Operations policies.
- Updated the preamble to the Town's Land Use Concept Plan.
- Deleted obsolete references to prior annexations.

Part 3: Building Strathmore

Part 4: Infrastructure, Community & Protective Services

- No changes.
- Updated preamble to Part 5.
- Added and/or updated implementation policies (ie. statutory and regulatory requirements, decision-making, intermunicipal and regional planning, and public engagement).
- Added and/or updated monitoring policies (ie.

Part 5: Implementation, Monitoring & Review

	<p>annual reporting, regular engagement of stakeholders and communities, technical updates, developing a monitoring program).</p> <ul style="list-style-type: none"> • Added and/or updated review policies related to triggers for and identifying the need for future MDP reviews. • Added and/or updated MDP amendment policies (ie. who can amend, when amendment required, when amendment not required, and materials required to review an amendment request). • Map A: Planned Growth Areas added. • Maps B through F carried over and modernized. • Maps G and H carried over as is. • Added and/or updated figures (eg. location maps, planning hierarchy, population growth, etc.)
Maps	
Housekeeping & Technical	<ul style="list-style-type: none"> • Added holding sections for document structure purposes in future modules. • Deleted all obsolete and/or unnecessary footnotes.

With respect to the above table, Development Services advises that there are several policy directions included with Module "A" that would benefit from a further and more in-depth description. These policy directions are discussed in further detail below:

Growth Management

Module "A" introduces a deliberate and strategic approach to guiding the amount, rate, location, type, and quality of future urban development in Strathmore. The main objectives of this approach to growth management in Strathmore are to place emphasis on protecting surrounding agricultural and rural lands, preserving the unique character of Strathmore, maximizing infrastructure efficiencies, and maintaining the longer-term fiscal and environmental sustainability of the municipality.

The introduction of Map A: Planned Growth Areas establishes a spatial foundation and hierarchy of growth area designations that are applicable to undeveloped lands in Strathmore. In general, Unplanned Growth Areas (UGA) are intended to function as longer-term reserve lands that will require Council authorization prior to the preparation of a new Area Structure Plan (ASP). Future Growth Areas (FGA) apply to lands that have an approved ASP, however no development phases have been started or are ready to proceed. Active Growth Areas (AGA) are applicable to lands that have an approved ASP with at least one development phase either approved and underway or completed.

Supporting growth management policies include an aspirational 10% strategic intensification target within existing built-up areas, minimum density requirements for both residential and mixed-use areas within an FGA and/or AGA, phasing and contiguous development policies, and ensuring orderly progression of development that demonstrates sufficient infrastructure capacities.

The following table summarizes the main components of the Planned Growth Areas hierarchy:

Policy Direction	UGA	FGA	AGA
Development Status	Long-term growth potential with no ASP process activated.	Mid-term growth potential and requires adoption of new ASP to transition from UGA.	Immediate growth potential and "shovel ready" for development.
Planning Requirement	Council resolution to begin ASP activation process.	ASP approved and potential for Outline Plan(s).	ASP and Outline Plan(s) approved.
MDP Amendment	Required to redesignate from UGA to FGA.	Required to redesignate from FGA to AGA.	Housekeeping update to redesignate from AGA to Existing Development.
Prerequisites	Substantial build-out of existing FGAs and AGAs.	Market demand not be met by existing ASPs and/or ARPs.	Ongoing development or ready for immediate

Infrastructure Priority	Lowest priority for municipal funding.	Medium priority and must demonstrate servicing capacity.	subdivision. Highest priority for municipal funding and infrastructure.
Density Targets	Not applicable.	Minimum 25 dwelling units/ha and up to 40 dwelling units/ha in mixed-use areas.	Same as FGA, but refined and guided by approved Outline Plan(s).

Strategic Intensification

Module "A" includes strategic intensification policies that are intended to support the evolution of existing urban areas, while maintaining and protecting the vitality and character of these areas (eg. Downtown Strathmore). This approach prioritizes the development or redevelopment of vacant and underutilized lands within established areas rather than solely expanding onto undeveloped lands. These policies establish criteria and preferences that can be applied when considering development proposals that involve the intensified use of lands already developed. This policy direction is also proposed to include an overall aspirational intensification target of 10% for all new residential dwelling units constructed in Strathmore. Collectively, strategic intensification means being fiscally responsible, committing to agricultural land preservation, and shifting away from a rigid separation of land uses toward mixed-use development.

Fiscal Sustainability & Economic Development

Module "A" includes policies that ensure growth is managed in a fiscally responsible manner that is mindful of the municipality's long-term financial health. Emphasis is placed on the efficiency of infrastructure and how it is funded, while balancing the importance of attracting commercial and industrial development, and strengthening local employment. The importance of aligning decisions around growth management with capital and operating budgets and budgetary processes are more clearly identified. Council's recent amendment to the MDP regarding residential-to-non-residential assessment ratios has also been relocated and partnered with other fiscal sustainability policies.

Anticipated Future Modules & Consolidation Bylaw

Staff anticipates that three further modules will be required in order to complete the Town's MDP Review. The additional modules would consist of manageable components that are structured and organized by topic or policy area. If necessary, an additional Module "E" could be added to polish and finalize the updated version of the Town's MDP.

It is noted that the MGA also allows municipalities to consolidate bylaws, and from a best practices perspective the resulting updated Town MDP should be consolidated into a singular bylaw after all modules have been completed.

It is anticipated that future modular updates and a consolidation of updated to the Town's MDP would be structured as follows:

- **Module B:**
 - Continuation of Growing Strathmore (ie. Community and Neighbourhood Design, Housing, Heritage Preservation, and Environmental Management)
 - Land Use (ie. Concept Plan and Land Use Designations)
- **Module C:**
 - Infrastructure, Community, and Protective Services (ie. Transportation, Underground Utilities and Solid Waste, Stormwater Management, Community Services and School Sites, and Protective and Emergency Services)
- **Module D:**
 - Technical, Mapping, and Housekeeping Items
- **Consolidation Bylaw:**
 - As permitted under "Division 7 - Revision and Consolidation of Bylaws", Sections 62.1 through 69 of the MGA.

OBJECTIVE:

The purpose of this report is to provide Council with an opportunity to review information related to proposed Module "A" amendment to the Town's MDP and also to provide a brief outline of the modular approach that is being utilized to complete the Town's MDP Review.

FINANCIAL IMPLICATIONS:

Wherever reasonably possible, the Town's MDP Review has utilized existing outputs that were completed as part of the Town's MDP Review that had been paused global pandemic and then a more recent pause for the 2025 municipal election. The Town remains well-positioned in terms of utilizing currently applicable plans and other documents to help guide the Town's MDP Review and its implementing modules as it moves forward, as opposed to requiring the undertaking of new studies, plans and/or supporting documents at this time.

The Town's [2026 Capital and Operating Budget](#) includes budgeted line items under the Infrastructure, Operations and Development Services Division (IODS) that can be utilized where needed and appropriate for materials, goods and supplies, public engagement-related costs, as well as consulting services if required.

The modular approach described in this report does not alter the above noted financial implications. At the time of writing this report, it is not anticipated that any additional budgetary resources will be required.

BACKGROUND:

The Town's current Municipal Development Plan (MDP) was formally adopted on April 16, 2014, when [Bylaw #14-03](#) was enacted by Council. The Town's current MDP refers to a population of 7,165 in 2000, which at the time had grown to approximately 12,352 by 2013. This population increase amounted to an increase of 42% across a 12-year period. Available [federal](#) and [provincial](#) data across a more recent 10-year period has shown that the Town's population has continued to grow from an estimated 12,305 in the census year of 2011 to approximately 16,416 in the most recent provincial estimate of 2025, which represents a population increase of approximately 33% across this period.

Population forecasts for Strathmore have typically assumed a medium-scenario annual population growth rate of 1.8% upward to a high annual population growth rate of 2.5%, which would result in the Town's population surpassing 35,000 people in the medium growth scenario and 50,000 people in the high growth scenario within the next 50 years. While the Town's current MDP does reference a population 50,000, it was prepared more than 10 years ago.

It remains appropriate from a good land use planning perspective in the current regional growth climate to update and modernize the Town's MDP to address current planning matters and issues, and to reflect best land use planning practices as it relates to the Town's future growth and development. Module "A" represents the first set of proposed amendments to the Town's MDP, with emphasis and priority being placed on the update and modernization of growth management, fiscal sustainability, and economic development policy directions.

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:

					
☒	☒	☒	☒	☒	☒
Community Connection	Managing Growth	Financial Resilience	Economic Growth	Protecting Water and Green Spaces	Community Safety and Wellbeing

HOW THE STRATEGIC PRIORITIES ARE MET:

The Town's [Strategic Plan 2026-2029](#) has identified six priority areas for Council to focus on that shape decisions about programs, services, and investments. Together these priorities represent a roadmap and help both Council and Town Administration understand current needs in the community while planning for future opportunities. The desired outcomes in each of the six priority areas should in turn be reflected in the Town's MDP. The Town's MDP

Review therefore represents an opportunity to update and align land use planning policy in the municipality with the strategic priorities identified in the Town's Strategic Plan.

COMMUNITY IMPLICATIONS:

The Town's [Business Needs Assessment and Economic Development Action Plan 2022-2026](#) (EDAP) acknowledges the importance of updating the Town's MDP in order to improve capacities for attracting investment, business retention and expansion, marketing the municipality as a desirable place to live, work and play, and ensuring that adequate housing for the workforce and infrastructure services for businesses are or will be made available.

The Town's EDAP further outlines that the MDP must prioritize and encourage innovative community development strategies, diverse housing options, and multi-purpose developments. The inclusion of a growth management strategy within the Town's MDP is also considered to be crucial from the perspective of what constitutes good economic development planning.

Module "A" includes the introduction of a growth management policy framework, along with economic development and fiscal sustainability policy updates. Other updates included within Module "A" are supportive in nature to these noted policy areas (eg. implementation, monitoring, and review policies, map updates, etc.).

The Town's [2023 Social Needs Assessment - Community Report](#) identifies six priority areas (ie. housing, poverty, health, safety, seniors, and families, children and youth) which require focused attention and deliberate action to prevent the exacerbation of social issues. The report also highlights the importance of collaboration among stakeholders to address ongoing and emerging social issues. The land use planning process is an integral part of the Town's larger social sustainability picture.

The Town's MDP Review continues to represent an opportunity to review and modernize existing MDP policies in order to ensure that the Town's longer-term social sustainability goals and objectives are firmly embedded within and aligned with the Town's MDP.

It is anticipated that these policy areas will be specifically addressed in future modular MDP updates that are brought forward to Council for consideration.

The Town's [Community Sustainability Plan](#) (CSP) highlights the importance of understanding how actions and decisions made today can impact both the current and future natural environment that exists in Strathmore.

The CSP identifies a "natural environment pillar" that focuses on seven themes being appealing landscapes, open spaces and trails, natural area protection, education experience, local food production, storm-water management, and trails that provide strong pathways and linkages throughout the Town.

These policy areas will be specifically addressed in future modular MDP updates that are brought forward to Council for consideration.

INTERNAL IMPLICATIONS:

Development Services continues to allocate a Project Manager and Senior Planner (Glen Ferguson) and the Manager of Development Services (Chuck Procter, Co-Project Lead & Team Member) to a core project group, along with a Planner II (Kate Bakun, Project Team Member) and an Administrative Assistant (Catherine Cortez, Project Team Member). The incoming Planner Intern/Planner I (Naman Kaur) will also be added to the core project group. Development Services also continues to have a land use planning consultant available to assist with the project should it be required.

Development Services is not anticipating that the modular approach to updating the Town's MDP will have any major interruptions at the operational level to existing services (eg. phone and counter inquiries) or to application-related processing timelines (eg. development permit, land use re-designation, etc.). If existing service-based requests were to increase in volume substantially, or if larger applications were to be received by Development Services, it is possible that timelines would be impacted.

LEGISLATIVE IMPLICATIONS AND REFERENCES:

- *Municipal Government Act*, RSA 2000 c. M-26
- Town of Strathmore Municipal Development Plan, Bylaw 14-03, as amended
- Town of Strathmore/Wheatland County Intermunicipal Development Plan, Bylaw 24-15
- Module "A" does not have any legislative implications on the above noted items or trigger any amendment requirements, apart from those changes being made to the Town's MDP itself.

PUBLIC ENGAGEMENT AND AWARENESS:

The Town's MDP Review has included a range of public engagement opportunities and awareness initiatives between its pre-pandemic initial launch in 2020 and its relaunch prior to and post-2025 municipal elections. Examples of public engagement have included:

- [SWOT Analysis and Emerging Trends](#)
- [Downtown and Highway Workshop](#)
- [Emerging Opportunities in Strathmore](#)

Most recently, the [Strathmore Forward >> Together](#) website was launched in August 2024, using an "Over To You" format that informs and invites public engagement through a variety of methods with respect to the Town's MDP Review. The website includes an [MDP Foundations](#) section that provides background and baseline information, including an MDP FAQ subsection, along with weblinks to relevant documents. The website also includes an [MDP Moving Forward](#) section that features information related to the progress of the Town's MDP Review, as well as an outline of the various ways interested residents, businesses, and other stakeholders can get involved.

Examples of public engagement and awareness efforts have also included:

- [Presentation to Committee of the Whole](#) on a [Background Report](#) on July 10, 2024
- "Planner Chatters" online event on August 22, 2024
- MDP Review-related content on World Town Planning Day on November 8, 2024
- Meet the Project Manager via Microsoft Bookings
- On-going pre-consultation meetings with builders, business owners, developers, etc.

The modular approach to updating the Town's MDP takes into account all of the above public engagement and awareness work that has been completed to-date, however it is important to note that each module will require a its own statutory public hearing under the applicable provisions of the MGA. Staff emphasizes that public input received during the public hearing process is an important feedback for Council to consider when making decisions on updates to the Town's MDP.

IMPLEMENTATION

COMMUNICATIONS:

This report is for information purposes only and is intended to update Council on the Town's MDP Review and to provide an opportunity for feedback on Module "A" prior to the amending bylaw proceeding through legislative requirements for amending a statutory plan (ie. MDP) under the MGA.

NEXT STEPS:

Module "A" is a proposed bylaw under the MGA that would amend the Town's current MDP. The proposed bylaw will therefore next proceed to a first reading at Council. As per Section 692(1) of the MGA, Council is required to hold a public hearing prior to second reading of a proposed bylaw that would amend an existing statutory plan (ie. MDP). Staff will advertise and provide notice of the public hearing by including written notices in the Strathmore Times in accordance with Section 216.4 and Section 606 of the MGA. Notice will also be provided on the Town's social media pages. 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.

ALTERNATIVE MOTIONS:

N/A

REPORT AUTHOR:

Glen Ferguson, Senior Planner

ATTACHMENTS:

[Attachment I: DRAFT Bylaw No. 26-07 \(MDPA3\)](#)

Chuck Procter, Manager of Development Services

Approved
- 05 May
2026

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

Approved
- 05 May
2026

Kevin Scoble, Chief Administrative Officer

Approved
- 06 May
2026

Veronica Anderson, Legislative Services Officer

Approved
- 07 May
2026

Johnathan Strathdee, Manager of Legislative Services

Approved
- 08 May
2026

**BYLAW NO. 26-07
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 must address future land use in a municipality, and the manner of and the proposals for future development of a municipality;

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 financing and programming of municipal infrastructure, and 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. 3."

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 replacing the cover page and section pages and replacing them with the "**Cover Page & Section Pages**" included as Schedule "A" to this bylaw.

- b) By deleting the "**Table of Contents**" entirely and replacing it with the "**Table of Contents**" included as Schedule "B" to this bylaw.
- c) By adding "**Map A: Planned Growth Areas**" as a new page at the end of the document included as Schedule "C" to this bylaw.
- d) By deleting "**Figure 2: Land Use Concept**" and replacing it with "**Map B: Land Use Concept**" as a new page at the end of the document included as Schedule "D" to this bylaw.
- e) By deleting "**Figure 3: Downtown Boundaries**" and replacing it with "**Map C: Downtown Strathmore**" as a new page at the end of the document included as Schedule "E" to this bylaw.
- f) By deleting "**Figure 4: Open Space Concept**" and replacing it with "**Map D: Open Space Concept**" as a new page at the end of the document included as Schedule "F" to this bylaw.
- g) By deleting "**Figure 5: Wetlands**" and replacing it with "**Map E: Wetlands**" as a new page at the end of the document included as Schedule "G" to this bylaw.
- h) By deleting "**Figure 6: Future Planned Areas**" entirely.
- i) By deleting "**Figure 7: Future Transportation Network**" and replacing it with "**Map F: Future Transportation Network**" as a new page at the end of the document included as Schedule "H" to this bylaw.
- j) By deleting "**Figure 9: Future School Sites**" and replacing it with "**Map G: Future School Sites**" as a new page at the end of the document included as Schedule "I" to this bylaw.
- k) By deleting "**Figure 8: Future Truck Routes**" entirely.
- l) By renaming "**Part 1 – Overview and Vision**" to "**PART 1: INTRODUCTION**".
- m) By deleting "**Section 1.1 – Introduction and Purpose**" entirely and replacing it with the following:

“1.1 ABOUT THE TOWN’S PLAN

Within the next 30-50 years, the Town of Strathmore is anticipated to reach a population of 35,000 under a medium growth scenario and potentially to a population over 50,000 under a high growth scenario, which amounts to a doubling or more of the current population. The Town’s Municipal Development Plan (MDP) provides guidance that is intended to ensure that current and future residents and businesses can enjoy a truly complete community in a small-town setting, while at the same time enjoying access to the advantages and opportunities that Strathmore’s geographic location offers from being adjacent to the larger Calgary Metropolitan Area (CMA).

1.1.1 ROLE OF THE PLAN

MDP’s are often described as a paramount or foundational document as they are intended to guide the overall growth and development of a community and they help inform and guide the preparation of other plans like Area Structure Plans (ASP’s), Area Redevelopment Plans (ARP’s), and Outline Plans. To be more precise, the Town’s MDP is intended to provide guidance over the long-term as it relates to the growth and development of Strathmore – in particular, over the next 30-50 years as it grows toward a population of 35,000 people. The MDP describes a vision and establishes goals, objectives, and policies that are intended to provide guidance as it relates to economic development, growth management, investment in municipal infrastructure, land use planning, and other related programs and services. The MDP creates an important connection and understanding of expectations between Council, residents, and businesses, and the Town’s corporate and business administration processes. The MDP is also a “living document” that is reviewed and updated periodically using adaptive management approaches to ensure that Strathmore’s growth and development policies remain applicable and relevant.

1.1.2 SCOPE OF THE PLAN

The Town's MDP is intended to cover the timeframe from its adoption until Strathmore reaches a population of 35,000 residents, which is projected to occur within the next 30-50 years. Both the targeted population and timeframe is acceptable because the MDP is subject to both optional and mandatory reviews and evaluations at regular intervals.

This MDP is a policy-based land use planning document that is required under statute law in the Province of Alberta and has been prepared in accordance with Section 632 of the [Municipal Government Act, RSA 2000, cM-26](#) (MGA). MDP's must address certain matters and issues as described under 632(3) of the MGA, which ranges from ensuring agricultural operations are protected, to guiding future land use, growth, and development, to the provision of municipal infrastructure, facilities, and transportation networks, and to how reserves for municipal, school, and other purposes are secured and managed.

The MGA provides for additional flexibility in other topic areas, which range from conservation reserves, to economic development, to environmental matters to financing of municipal infrastructure and other financial resource matters, to coordination of municipal programming, to statements around development constraints, and to any other matter related to the physical, social or economic development of the municipality.

This MDP is applicable to all lands within Strathmore's municipal boundaries. The MDP does not directly address the coordination of land use, growth patterns, and other infrastructure with adjacent municipalities on the basis that the Town and Wheatland County have together adopted the [Town of Strathmore and Wheatland County Intermunicipal Development Plan](#) (IDP). The MGA does not require intermunicipal matters to be addressed in this MDP, as they are addressed more appropriately within the Strathmore-Wheatland County IDP.

1.2 CONTEXT & INTERPRETATION

The Town’s MDP is positioned within a legislative hierarchy that includes the Province of Alberta and the municipality, as well as our intermunicipal partners in Wheatland County. This section of the MDP includes helpful information related to how this MDP is structured and how it should be read and used. This section of the MDP is not exhaustive in nature, but rather it is intended to help illustrate the overall landscape under which the MDP exists and operates.

1.2.1 LEGISLATIVE FRAMEWORK

Land use planning and decision-making as it relates to land in the Province of Alberta is administered through a hierarchy of provincial legislative and policy documents that are implemented by decision-makers, including provincial departments and agencies, regional boards and agencies, and municipal governments (see Figure 1). As a general rule, municipal plans and bylaws must comply with all provincial plans and statutes, as well as any applicable regional plans.

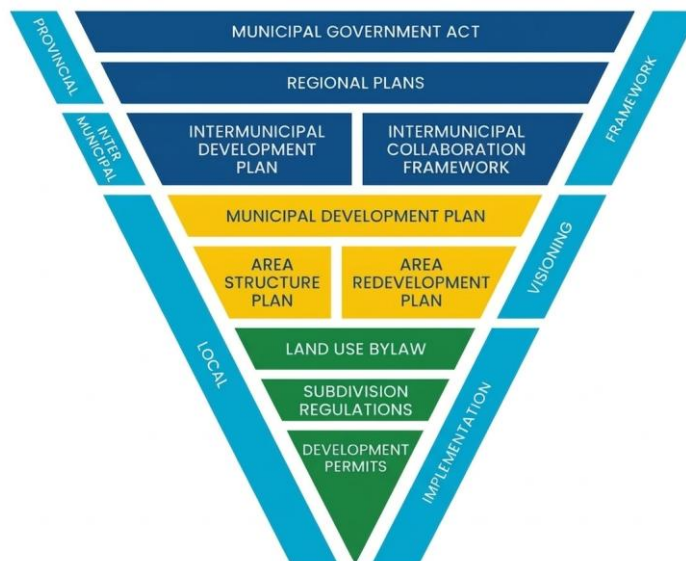


Figure 1: Planning Hierarchy in Alberta (Province of Alberta, 2026)

Land use planning at the provincial level is governed largely by the [Alberta Land Stewardship Act, RSA 2009, cA-26.8](#) (ALSA), the [Alberta Land Use Framework](#) (ALF), and in Strathmore's case the [South Saskatchewan Regional Plan](#) (SSRP), while municipal and intermunicipal land use planning is primarily governed by the MGA. The Town's MDP must also reflect and be consistent with any IDP that has been adopted by the Town and Wheatland County and the MDP may also be limited in part by statute law and regulations of the federal and provincial governments. The MDP in turn provides direction to other municipal statutory and non-statutory plans, bylaws, guidelines, and implementation tools. In addition to the basic hierarchy, land use planning and development in Alberta is further affected by a variety of other statutes, regulations, and requirements, such as but not limited to [Alberta Building Codes and Standards](#), [Condominium Property Act, RSA 2000, c22](#), [Environmental Protection and Enhancement Act, RSA 2000, cE-12](#), [Highways Development and Enhancement Act, RSA 2004, cH-8.5](#), [Land Titles Act, RSA 2000, cL-4](#), and the [Alberta Regulation 84/2022 – Matters Related to Subdivision and Development Regulation](#).

1.2.2 PROVINCIAL, REGIONAL & MUNICIPAL ROLES

The ALF is a policy and visioning document that establishes a management framework for land use planning in Alberta. The ALF created regional planning areas throughout the province based on watershed boundaries that are intended to facilitate the achievement of stated outcomes as it relates to these landscapes.

The ALSA amounts to legislation intended to implement the ALF. The ALSA establishes the legislative authority for the province to undertake the creation of regional plans. All municipal bylaws and other provincial legislation are required to comply with the ALSA, including those provisions applicable under the MGA.

Strathmore is geographically situated within the South Saskatchewan River Watershed and subject to the provisions of the SSRP, which was initially adopted in September 2014 (see Figure 2). The SSRP provides direction for implementing the vision and the outcomes identified in the ALF. The SSRP covers approximately 84,000 km² (32,433 mi²) and all municipal plans, bylaws, and regulations within the SSRP area must comply with the SSRP.

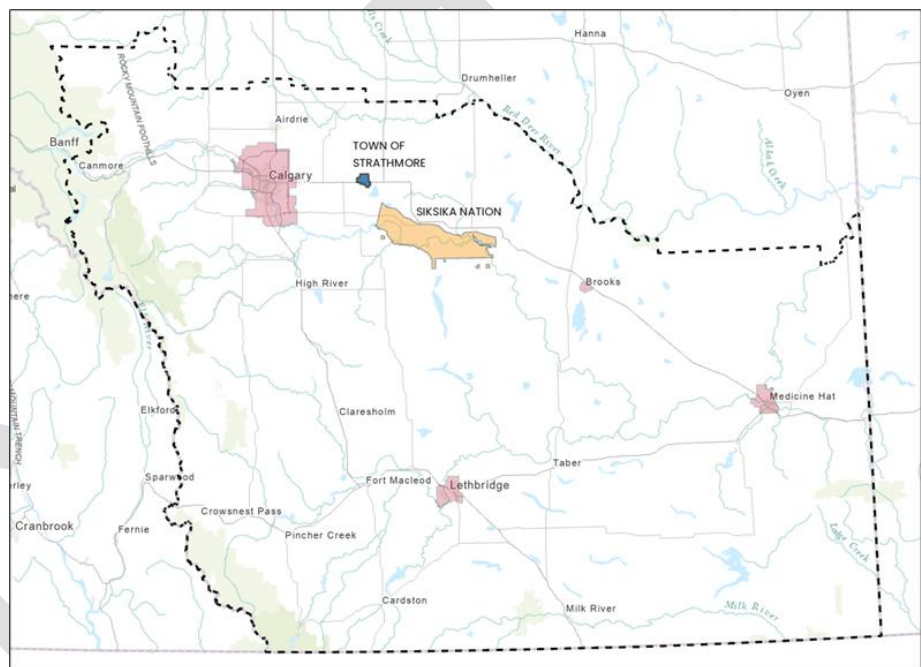


Figure 2: South Saskatchewan Regional Plan Area (Source: Province of Alberta & Esri Canada, 2026)

The Town of Strathmore and Wheatland County have jointly adopted an Intermunicipal Collaboration Framework (ICF) and an IDP. The Strathmore-Wheatland County IDP establishes a framework for the longer-range planning of lands of mutual interest to both the Town and Wheatland County. This longer-range planning document is intended to ensure that land use planning conflicts across municipal boundaries are minimized and that any future annexation discussions are undertaken in a collaborative manner. The ICF ensures that opportunities for collaboration and communication are defined and provided for appropriately and that processes are in place for the resolution of any issues that may arise in the IDP area (see Figure 3).



Figure 3: Provincial, Intermunicipal and Municipal Roles (Source: Province of Alberta, 2026)

1.2.3 THE TOWN'S ROLE

The Town's MDP establishes policy directions on several topic areas ranging from land use planning, community well-being, environmental responsibility, the growth of the local economy, transportation and infrastructure planning, and innovative approaches to ensuring growth occurs in a manner representative of good land use planning. MDP's are viewed as being at the top of the municipal land use planning hierarchy because it establishes an administrative framework for land use planning and related municipal documents that are carried out and implemented by the municipality.

The policy directions established in the MDP are not static and can be reasonably expected to change across time. Responding to emerging trends and shifting focus requires that the MDP be subject to continual and ongoing coordination and implementation efforts at various stages of the land use planning process. The MGA in this respect specifically requires that all statutory plans in a municipality demonstrate consistency with its MDP.

The ongoing review and alignment of both statutory and non-statutory plans, bylaws, guidelines, and implementation tools is also required to successfully deliver on policy directions at both the municipal-wide and area-specific levels. These documents include but are not limited to the use of ASP's, ARP's, Outline Plans, master plans, and other non-statutory plans, tools, and regulatory instruments, such as the Town's Land Use Bylaw (LUB). The MDP also includes policies that help direct and guide more detailed land use planning exercises and decision-making processes that require a finer or more precise level of focus, such as ASP's, ARP's, and Outline Plans.

Any municipal improvements or municipally funded items or projects that are described, implied, or proposed within the MDP are subject to applicable decision-making processes and the availability of funding. In accordance with Section 637 of the MGA, it is noted that the adoption of an MDP does not require a municipality to undertake any of the improvements or projects that are described within an MDP.

1.2.4 HOW TO READ THE PLAN

The Town's MDP should be visualized as an intersection where Strathmore's aspirations and priorities and values come together and work together. The MDP policies are intended to be understood by an audience that ranges from residents, to local, national, or international businesses, to technical professionals, and decision-makers.

The MDP also uses a policy structure and terminology that is intended to bring clarity and consistency to the directions and actions that are being pursued. These policy intentions and the actions associated with each are explained here for the benefit of the reader and are as follows:

- **Mandatory** policies align with prevailing statutory requirements and are critical to achieving the policy goals and objectives of the MDP. These policies will include words such as *require* or *ensure*, which can be paired with words such as *prohibit* or *must*.

- **Permissive** policies help facilitate the policy goals and objectives of the MDP. Compliance or implementation of these policies are generally discretionary, although in the case of development proposals an applicant may be expected to demonstrate why a permissive policy is inappropriate, not applicable, or unreasonable. These policies will include words such as *encourage, support, promote, or allow*.
- **Restrictive** policies are intended to limit practices or actions that are contrary to the policy goals and objectives of the MDP. Compliance or implementation of these policies are generally discretionary. These policies will include words such as *discourage or limit*.
- **Action-Oriented** policies identify important initiatives that are generally led by the municipality and are supportive of the policy goals and objectives of the MDP. These policies include words such as *adopt, partner with, establish, develop, evaluate, monitor, maintain, prepare, or update*.

1.2.5 INTERPRETING MAPS, FIGURES, TABLES & POLICIES

The Town's MDP includes maps for which boundaries are generalized and subject to minor variation without amending the MDP, except where a feature is established by a fixed boundary or feature such as a railway, road, utility corridor, watercourse, or where a boundary is specifically fixed by a policy within the MDP.

Boundaries are intended to be more precisely identified through use of ASP's, ARP's, and Outline Plans. Where interpretation of the limit of a boundary is needed, such as an environmental feature, mandatory setbacks, riparian area, or wetland, the Town may specify the nature and extent of information that is required to define the limit in question.

The location of various infrastructure or facilities shown on maps, such as parks and open spaces, reserves, roads, schools, and service corridors are approximate and based on best available information. These locations are subject to minor variation and in some cases intended to be more precisely identified through use of ASP's, ARP's, and Outline Plans without amendment to the MDP.

Final interpretation or determination of the limits of any feature or resource, or the location of infrastructure or a facility will be decided by the Town unless an external agency, department, or ministry is responsible for identifying the feature.

The MDP also makes no representation that a particular site is suitable for a specific purpose or land use as shown on maps, figures, and tables, or implied through policies contained within the MDP. Site-specific conditions must be assessed on a case-by-case basis as part of any development proposal or planning application review."

- n) By renumbering and renaming "**Section 1.2 – Community Context and Trends**" and "**Section 1.3 – Vision Statement**" to "**Section 1.3 – THE TOWN'S COMMUNITY PROFILE**" and "**Section 1.4 – VISION STATEMENT**".
- o) By deleting all footnotes contained within the renumbered and renamed "**Section 1.3 – THE TOWN'S COMMUNITY PROFILE**".
- p) By adding the following text and sections at the beginning of "**Section 1.3 – THE TOWN'S COMMUNITY PROFILE**":

"Context matters – looking to the past, where we are now, and into the future at what is on the horizon is all important in understanding and deciding together how Strathmore will move forward. We do know that Strathmore is growing quickly and today this means growing from a small town of 15,000 people to approximately 35,000 people within the next 30-50 years. This community profile is intended to be helpful in terms of understanding aspects of Strathmore's past and its present and what the community views as being important as growth and development continues.

1.3.1 THIS PLACE & INDIGENOUS PEOPLES

Omahksikokii – meaning Big Corner – is the Blackfoot name bestowed upon Strathmore. The ancestral and traditional lands on which Omahksikokii resides are lands of the Blackfoot Confederacy. The larger surrounding area – the Kitaowahsinnoo – on which the Blackfoot have lived and protected since time immemorial is a vast area extending from the south of the North Saskatchewan River to the Yellowstone River in the state of Montana, from the Continental Divide in the west, and east to Regina in present-day Saskatchewan. The Siksika – Blackfoot peoples, or “Children of the Plains” comprise approximately 25% of the Indigenous population in the Province of Alberta. The Siksika Nation are our neighbours in Strathmore, and we strive to partner together to help each other make good land use planning decisions that are respectful of Indigenous peoples, and their ancestral and traditional places.

CONNECTING PLACE TO CULTURE

There are countless number of Siksika stories spanning generations, all of which collectively illustrate the importance of Omahksikokii as an ancestral and traditional place to Indigenous peoples that have always lived here. We understand that these stories are passed down through the centuries from generation-to-generation, a long history that is also an oral tradition interwoven into the flora and fauna – especially the inii – the buffalo. We must respect and understand that some of these stories are sacred, private and cannot be shared publicly or without understanding of protocol. To gain a better understanding of the Blackfoot culture, stories and lived experience, in this region and elsewhere, a truthful community profile must start by looking at the lands on which Strathmore now resides as the ancestral and traditional place of the Blackfoot people. The story of this place and its people begins well before and prior to colonial settlement.

**ANCESTRAL & TRADITIONAL TERRITORY –
KITAOWAHSINNOON**

Human habitation on the Great Plains has existed for thousands of years based on archaeological evidence found that dates to at least 3,500 BCE, such as bone fragments of hunters. The Siksika believe their people have always been on these lands and that their ancestors were always Blackfoot – likely their arrival to these lands coincided with migrating buffalo herds.

The Blackfoot tribes have without question long inhabited the lands in and around Strathmore and they rightfully seek to continue the legacy of their ancestors by preserving their rich cultural heritage and deep connection to their ancestral and traditional territory – Kitaowahsinnoon. The Niitsitapi, or Real People, were created by Apisstotoki to live in harmony and equality with all other beings in the universe. The Niitsitapi are Land Keepers and stewards to all living things as they are called upon to never forget the heritage of creation.

Their ancestors were terraformers that shaped the lands upon which they lived. Much of the flora in these traditional territories can draw its roots to the traditions of Niitsitapi ancestors. The Niitsitapi would burn the grasses of the great plains, so that animals would graze the medicinal plants that would sprout from the burnt earth. In turn, they would hunt these animals, their feet blackened by the charcoal, and become imbued with medicine themselves – a practice that has linked the Niitsitapi with the word Siksika, which translates to “Blackfoot.”

The Niitsitapi have great reverence for the buffalo, the Being that sustained their ancestors has always been a respected, much-loved beast of the prairies that was integrated into every part of their lives. In the summer months, the Niitsitapi people would follow the buffalo, also spending winters alongside the herds. The lives of historical Blackfoot tribes were mobile and in harmony with the rhythms of the land, and wherever the buffalo wandered they would follow closely. The land of the buffalo is the land of the Siksika.

Blackfoot territory was defined by the buffalo, which came to include vast swaths of land across what is now Alberta and Saskatchewan, as far west as the Backbone of the World – the Rocky Mountains – and to the east in Regina, Saskatchewan and southward to the Yellowstone River in what is now Montana.

DOG DAYS BECOME HORSE DAYS

Prior to 1700, tribal government was well-established among the many Siksika clans, taking the form of a non-hierarchical, consensual form of leadership that derived authority from sacred practices and clan ties. Around this time, the Blackfoot were organized structurally into 36 clans, grouped into three main tribes with each being responsible for maintaining the boundaries of the Blackfoot Confederacy. The Middle Blackfoot were responsible for all lands between the Rocky Mountain to the west and the Cypress Hills to the east – this vast area of land includes where Strathmore is located today.

In the 1700s, the Siksika population was estimated to be around 18,000 and to keep pace with the buffalo herds they would pull travois – wooden sleds – packed with everything needed to live and shelter on the land. From the pre-to-late 1700s, these days are referred to as the Iitotasimahpi Imitaiks – the Dog Days – because dogs would pull the sleds.

The arrival of the elk-dogs – horses – saw the Dog Days give way to the Horse Days – or Ao'ta'sao'si Ponokomita – a shift that would forever change the lives of the Blackfoot peoples. This period saw a marked increase in the number and frequency of clashes with other tribes because the horse allowed warriors to move quickly, covering more ground than was possible during the Dog Days. Horses were a symbol of success that led to horse-raiding, and soon after rifles would arrive along with fire-water – alcohol – and diseases introduced by European contact, Western religions, and increasingly larger groups of settlers. European hunters were now overhunting and had all but destroyed the buffalo herds – the Siksika were substantially harmed because of these circumstances and practices, and their population dwindled considerably as a result, ultimately reaching its lowest population at the time of signing Treaty No. 7 in 1877.

More recently, the Siksika have honoured the profound changes that horses have had on their way of life, and they celebrate their partnership with horses in many ways – which has included participation in the rodeo at the Strathmore Stampede, where Siksika riders have regularly competed in events ranging from bull-riding and calf-roping to ladies’ barrel-racing and steer wrestling. Indian Relay Racing is also a growing sport for Siksika riders with some race events having took place on the Strathmore Stampede Grounds.

TREATY NO. 7, THE INDIAN ACT & RESIDENTIAL SCHOOLS

The creation of the Indian Act by the Government of Canada in 1876 provided substantial powers to the Department of Indian Affairs and to Indian Agents that allowed for the control of Indigenous peoples throughout the country – including the introduction of restrictions on land ownership, requiring children to attend residential schools, and banning Indigenous ceremonies. It was around this time that the buffalo trade began to fail due to commercial overhunting practices that decimated the herds and in part due to restrictions placed on the Siksika around hunting permissions under the Indian Act. The near extinction of the buffalo herds throughout the region would prove devastating to a well-established way of life for the Blackfoot – including the Starvation Winter of 1883 when there was very few buffalo left and no supplies from the Government of Canada were being provided to the Siksika – the buffalo herd is estimated to have decreased from a highpoint of 30 million to less than 100 animals as the late-1880s approached. The Canadian Pacific Railway (CPR) also arrived in 1883 and was built across Siksika land – including construction of a rail-siding to the south of present-day Strathmore at Eagle Lake.

Blackfoot Crossing – or “ridge under water” – on the Bow River is the site on which Treaty No.7 was signed between representatives of the Blackfoot Confederacy and the Government of Canada in September 1877. This location has been a focal point of human activity for many generations and a meeting place for many cultures since time immemorial. It is a place of high importance within Siksika traditions spanning many generations – as a place, it also the cultural and geographic centre of Blackfoot territory and remains so today within the modern Siksika Nation. It was thought and hoped for that when Treaty No. 7 was signed at Blackfoot Crossing, that it would provide protection from American expansion by settlers and traders into Blackfoot territory, and provide the Blackfoot with supply reserves, livestock, farming implements and other considerations – however, the treaty facilitated the transfer of approximately 130,000 km² (55,000 mi²) of territory to the federal government with some areas designated as being “reserved” for the Blackfoot.

All of this was done with little support being provided to the Blackfoot people to cope with the impacts of disease and the overhunted buffalo herds. Blackfoot Crossing today is the thread that ties together historic events with natural features as a culturally important landscape – including the remains of antelope and buffalo jumps, boulder effigies, cairns, medicine circles, Sundance sites and tobacco planting fields.

In the late-1890s, the Siksika Reserve was divided by the arrival of residential schools that were built by Anglican and Roman Catholic priests, and these residential schools would persist through the 1900s on the Siksika Reserve until 1972 when the Old Sun Residential School was closed permanently and converted to the Old Sun Community College. Siksika children were taken from their families and placed in these residential schools, where forced assimilation was intended to destroy or remove them from their cultural roots and traditions.

SELF-GOVERNANCE: BLACKFOOT CONFEDERACY & SIKSIKA NATION

It wasn't until the 1980s that the Siksika were able to begin the process of re-establishing their own self-government that could engage in land claims and revitalization efforts. These efforts would progress to treaty-based governance in 1994, and later to the reunification of the Blackfoot Confederacy in the early-2000s. Since this time, the Siksika Nation has made progress on land and water claims and disputes. With further work to do, the Blackfoot Confederacy signed the [Protocol Between the Government of Alberta and the Blackfoot Confederacy for Discussion on Matters of Mutual Concern](#) in 2017, which was later renewed in September 2019.

Today, the Blackfoot Confederacy – or Siksikaitstapi – is a Tribal Council that consists of four Blackfoot Nations being that of the Kainaiwa–Blood Tribe, Siksika, Peigan–Piikani, and Aamskapi Pikuni. The Blackfoot Confederacy was established with the intention of establishing unity among these Nations to solve collective issues and expand opportunities for the Blackfoot people. The Blackfoot Confederacy works alongside external governing bodies, such as the Government of Alberta, Indigenous Services Canada, and the Assembly of First Nations to preserve their right to self-determination and to ensure a bright future for all Niitsitapi. The Siksika Nation today has a total population of approximately 7,800 people with 4,095 people living on the Siksika Nation Reserve itself, which is located to the east of Strathmore and near the Town of Gleichen. The Siksika Nation Reserve has a land area of approximately 697 km² (270 mi²) and approximately 3 km (1.9 mi) to the south of Highway #1.

TRUTH AND RECONCILIATION

We remind ourselves that the stories of the Siksika are many and that these stories have been passed down through generations for centuries – it is a long history interwoven with the land, plants, birds, and animals – especially the buffalo. And to understand the history of the Siksika, we must first seek to understand these stories. The stories of the Niitsitapi and all Indigenous peoples cannot truly ever be separated from the story of Strathmore.

Most recently, the Town and the Siksika Nation have signed a Memorandum of Understanding on November 15, 2019, that sets a strong foundation for maintaining a relationship in the spirit of truth and reconciliation, including a working committee to foster health, growth, and well-being of Siksika residents and their communities. The memorandum provides a platform for meaningful, effective, and transparent communication and information sharing on all issues of mutual interest.

The Town has also reviewed the Truth and Reconciliation Commission of Canada's [Honouring the Truth, Reconciling for the Future](#) final report with particular attention being focused on the 94 Calls To Action and how Strathmore can play a role in advancing these actions in our community. While many of the Calls to Action are not directed at municipalities, it is understood that there are still ways that municipal government can contribute positively to and help support action.

The Town's MDP seeks to reinforce our commitment to truth and reconciliation in Strathmore, and to do this we must continue to build and have awareness of Indigenous people and their cultures, which includes many historical and contemporary topics, such as treaties, protocol, Indigenous rights, the history of residential schools and the impacts it had on Indigenous peoples, and the intergenerational trauma that has been unjustly inflicted upon Indigenous peoples.

1.3.2 STRATHMORE'S HISTORY OF DEVELOPMENT

Strathmore began in the 1880's as a railroad siding along the Canadian Pacific Railway (CPR) on Eagle Lake, although by the early 1900's the siding had been relocated to present-day Downtown Strathmore. Early growth was primarily agricultural-based and was shaped by the CPR and its construction of the Western Irrigation Block. The arrival of the Trans-Canada Highway (ie. Highway #1) eventually shifted focus from the CPR to the development of commercial uses along the Highway #1 corridor, while at the same time more recent urban residential development has shifted away from a traditional grid-pattern that was oriented toward the CPR to a more curvilinear street network that is typical of modern urban and suburban areas. Agricultural and rural uses have continued across time despite the shift from locomotive to automotive, and these land uses remain an integral part of Strathmore's local economy and rich history.

EARLY SETTLEMENT: GETTING STARTED (1880'S – EARLY 1900'S)

The name "Strathmore" first appeared in the CPR timetable on December 1, 1883, referring to a railroad siding constructed near the south-west shore of Eagle Lake.

The siding was named after the Valley of Strathmore in Scotland. The siding was parallel to the CPR's main-line and allowed for the unloading, servicing, and storage of railcars, but also hosted livestock corrals that soon became an important cattle-shipping point. No permanent buildings were constructed however in this location.

The 1880's had started with the CPR's formation and the federal government providing 10.1 million ha (25 million ac) of land to the CPR in a beltway along the railway, but a period of drought in the early-1890's threatened any prospects for agricultural production and homesteading. Later in 1894, the federal government responded to this and included a 12,140 km² (4,687 mi²) block of land in a land agreement with the CPR for the purpose of developing a gravity-fed irrigation district to service the "desert" known as Palliser's Triangle by diverting water away from the Bow River. Without irrigation, the rich soils, flat land, and a climate suitable for farming within Palliser's Triangle would be susceptible to periods of severe drought and therefore limited in terms of the range and varieties of crops that could be produced.

Later in the early-1900's, construction of a large-scale irrigation scheme in the westerly portions of the irrigation block had started and present-day Strathmore became the headquarters for the CPR Irrigation Division. The previous railroad siding at Eagle Lake was now known only as Siding #16 after the CPR transferred the name "Strathmore" to present-day Strathmore, where another railroad siding had been constructed that better facilitated the settlement of irrigable lands that would begin in 1906.

Strathmore became a village the following year and was comprised of four families, a boxcar operating as the CPR's office with a waiting room, a red-brick CPR station house, and a store.

The growing importance of the village was evident as the CPR soon after constructed an 809 ha (2,000 ac) demonstration farm in Strathmore to help assist new farmers by showing them what could be grown and how, and by teaching them the skills and techniques necessary to work the land. The demonstration farm also provided marketing opportunities and economic stimulus that would prove key to Strathmore's early history.

The CPR's work continued in the early-1900's with thousands of trees being planted, as well as flowers, shrubs, hedges, and lawns having been established. These were accompanied by crops, orchards, and later by award-winning livestock – in fact, by 1928 the demonstration and supply farm had raised over 20,000 livestock before selling them to area farmers.

GROWING STABILITY: PRE-WWI TO POST-WWII (1910'S – 1940'S)

Strathmore achieved town-status from the Province of Alberta on July 6, 1911, with a commissioned report noting that the growing town had a population of 531 people. During this early period, the presence of the CPR in Strathmore was continually reflected by development that was occurring along a main street near a train station, which emphasized the railway as the focal point and "backbone" for agricultural and commercial development in Strathmore.

The arrival of settlers slowed during World War I, but then rebounded shortly after the war ended, however the best farmland had already been settled at this point and instead tourism began to grow. The CPR's demonstration farm responded to this by taking on an expanded role as a supply farm, which provided milk, cream, and butter to the company's dining train-cars and its hotels. The CPR's demonstration and supply farm at Strathmore continued to grow in importance during the 1920's and was eventually hosting the largest herd of registered Holsteins in Canada.

The 1930's saw activity and business along the CPR trend downward, with faster and more convenient truck delivery services expanding significantly between the late 1920's and the end of the 1930's. The CPR would soon divest itself from the farm and the irrigation works due to economic circumstances resulting from the curtailing of its freight and passenger traffic. Strathmore's initial response to land use planning and the pressures that come with increasing growth dates to 1935 when the Town's first zoning bylaw was enacted, which divided Strathmore into two zones – a business zone located at the centre and a residential zone consisting of, "all other property in the Town."

In the 1940's, the CPR began the process of transferring irrigation-related infrastructure to local water users, which also brought about the decommissioning of the CPR farm. Ownership and operation of the irrigation works was then assumed by the Western Irrigation District (WID). At present, only one of the former CPR farm buildings remains – a granary – located south of Pine Road and east of the intersection of Orchard Park Drive and Spruce Park Drive. The importance of the WID to Strathmore remains historically important because without irrigation the value and productivity of the land would have been limited to ranching and a much smaller range of crop varieties. The WID canals have remained important through time as both a water source and as a place for Strathmore residents and visitors to engage in outdoor recreational activity. The installation of municipal-built and maintained sanitary sewer infrastructure also began in 1949 as urban development pressures began to emerge.

ECONOMIC GROWTH: MAIN STREETS TO HIGHWAYS (1950'S – 1970'S)

The 1950's was a busy period that saw construction of new municipal buildings, such as the Strathmore Memorial Arena, along with installation of municipal water, sanitary sewer, and waste services. Institutions such as churches, schools, and a senior citizens home, also enjoyed new or expanded growth. The mid-1950's local economy was also growing quickly, which was evident in the construction of a second grain elevator by Alberta Wheat Pool, along with the opening of a seed cleaning plant. The late-1950's saw increased recreational opportunities with the Strathmore Golf Course converting their sand greens to grass. Other services that were available continued to improve with the arrival of a natural gas pipeline that was constructed by the Canadian Western Natural Gas Company.

The early-1960's remained busy from a development perspective with an engineering report noting that Strathmore would need to direct growth toward the west canal. The balance of the 1960's would see more construction – a bank, two churches, a drive-through restaurant, school additions, a senior's home, a new Town Hall, along with the purchase of improved firefighting equipment. The road layout was also shifting away from a grid-pattern oriented toward the CPR to a more suburban-like system of cul-de-sacs, crescents, and curvilinear streets featuring "ranch-style" homes.

It was also during this post-war period that the automobile was becoming a more affordable option for people. The importance of Highway #1 between the 1940's to 1960's became evident as patterns of commercial development in Strathmore was reshaped considerably toward the highway and away from the railroad. Strathmore's 1968 General Plan noted at the time that commercial uses had already started to cluster along Highway #1 to trade more effectively with highway travelers. Industrial uses were also beginning to gravitate toward more rural locations closer to Highway #1.

GROWING UP FAST: RURAL TOWN TO MID-SIZED TOWN (1970'S – 1990'S)

The 1970's began with the Town assuming responsibility for operating the Strathmore and District Library, along with the transfer of policing criminal and federal crimes from the Town Constable back to the Royal Canadian Mounted Police, although responsibility of enforcing municipal bylaws remained with the Town. There was talk among landowners and businesses that an industrial park was needed, complete with an airstrip to accommodate growth in the oil industry. Although it never materialized, it did result in the Brentwood Industrial Park, which still exists today between Brentwood Drive and Centennial Drive.

Throughout the 1970's, Strathmore would continue to grow and develop – a new municipal well was completed, a seed cleaning plant was opened near Brentwood Drive, and there was a renewed push for industrial land, but this time on the south side of Highway #1, and commercial uses continued to cluster along the highway. And by the end of the 1970's, Strathmore had adopted an updated General Municipal Plan (GMP) that was responding to, "... the growing pains of an expanding urban centre" and sought to take a fresh look at Strathmore's growth and development plans. The updated GMP was followed soon after by an updated zoning bylaw intended to implement the GMP.

As the 1980's began, Strathmore's population had grown to 2,724 people and by the early-1990's the population had grown by approximately 54% to 4,183 people. This period of growth placed new demands on municipal services and infrastructure, as well as provincial services – a new Town Office was built, a water agreement with the East Lake Water Line was signed, the now renamed Valley General Hospital and Extended Care Centre was opened, and as the decade closed the Town had turned its attention to constructing a new arena to replace the now demolished Strathmore Community Arena.

And to the east of the Town, the federal government had completed the twinning of Highway #1, again reinforcing its importance as a transportation corridor. The CPR's right-of-way was also sold, which resulted in the demolition of the Alberta Pool grain elevator – which unfortunately changed the skyline and eliminated a traditional wayfinding landmark associated with Downtown Strathmore.

Strathmore's growth continued to accelerate in the 1990's, ending the decade with a population of almost 7,000 people. This period saw construction values increase significantly, while local roads and highways like Wheatland Trail and the Trans-Canada Highway continued to be upgraded and expanded to accommodate growth. Schools were again experiencing pressure as portable classrooms were continually being added to schoolyards and lands were being assembled for more schools. Municipal buildings, recreational amenities, and services were again front and center – a twin pad arena was opened, tennis courts were built, bicycle paths were added to Kinsmen Park, and Canada Post added centralized "super mailboxes" to help relieve pressures on mail service at the local post office.

By the mid-1990's, Strathmore was one of the fastest-growing municipalities in Alberta, offering proximity to a large metropolitan area – in fact, at that time 37% of Strathmore's population commuted to and worked in Calgary. The mid-to-late 1990's saw the Town purchase land from the CPR on the south side of the Trans-Canada Highway for industrial development, which was fully built-out before the decade ended. Lands were also annexed from Wheatland County to allow for growth and development to reach the WID's west canal.

21ST CENTURY DEVELOPMENT (2000 – PRESENT)

The 2000's saw needed improvements to municipal infrastructure with more land being annexed from Wheatland County to accommodate construction of a wastewater treatment plant. The plant was operational by 2001, which opened additional lands for residential development. The importance of Highway #1 was further reinforced as the provincial government periodically entertained the idea of re-routing the highway around Strathmore. Strathmore's new aquatic centre was opened, a splash-pad was added in Kinsmen Park, and a new municipal recycling facility began operations. The most significant land use planning shift during this time occurred along Highway #1 when "big box stores" and "restaurant chains" arrived. The late-2000's saw further investment in municipal infrastructure with major upgrades being made to the water treatment plant.

Strathmore continued to grow around the WID lands, and a new trails and pathway system would emerge in the 2010's along the same canal system that was originally constructed with the intention of irrigating farmland. Ongoing water issues were also addressed when a regional waterline bringing clean and reliable drinking water to Strathmore from the City of Calgary was opened in 2010.

The 2020's arrived with the completion of the Strathmore Municipal Building (SMB) located in Downtown Strathmore at the north-east corner of Kinsmen Park. The SMB offers a cost-effective and convenient "one-stop" location for residents and businesses that need to access municipal services, while at the same time enhancing and further highlighting Kinsmen Park as a community hub and focal point that plays host to events and gatherings that brings the community together.

HISTORY OF URBAN EXPANSION & ANNEXATION (1974 - PRESENT)

The history of urban expansion and annexations in Strathmore can largely be attributed to the presence of the CPR and eventually Highway #1 – both of which contributed in different ways and at different times to a pace of growth and development that has occasionally required the addition of lands through annexation to properly service the future needs of residents and businesses in Strathmore.

Since 1974, the Town has expanded its municipal boundaries on several occasions with the most recent annexation having been completed in 2010. It is noted that municipalities have typically been encouraged by the provincial government to pursue larger annexations that provide land supply for 40-50 years, as opposed to engaging in a series of smaller annexations. Lands that have been annexed are to generally remain as agricultural and rural lands until the urban development of these lands have been comprehensively planned. Urban development on annexed lands must also consider applicable policies within the Town's MDP. The development of annexed lands may also require the approval of other studies, plans, and growth management solutions prior to urban development."

- q) By deleting "**Figure 1: Town of Strathmore Historical Population and Population Projections**" in "**Section 1.3 – Community Context and Trends**".

- r) By deleting “**Section 1.3 – Community Context and Trends**” entirely and replacing it with the following sections:

“1.3.3 STRATHMORE TODAY

With a land area of approximately 27 km² (10.42 mi²) and an estimated population of 16,416 residents as of 2025, Strathmore is one of the larger incorporated towns in Alberta by land area and by population (see Figure 4). Recent population growth in Strathmore has seen a year-to-year increase of 1.74% between 2024 and 2025, and five-year period increase of 9.73% between 2020 and 2025 (Source: Alberta Regional Dashboard, 2026).

This section of the Town’s MDP describes the population and physical characteristics of Strathmore as it exists today and relies primarily on available data from municipal, provincial, and federal sources.

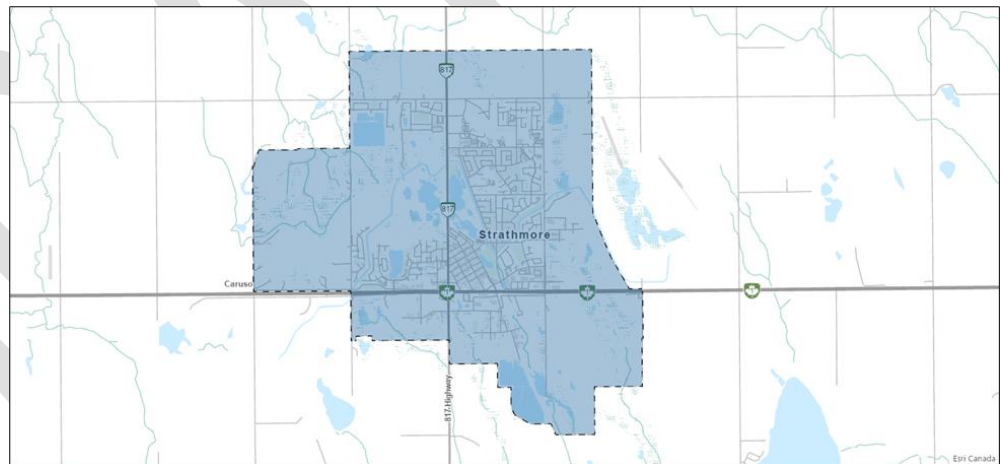


Figure 4: Town of Strathmore (Source: Province of Alberta & Esri Canada, 2026)

1.3.3.1 POPULATION & DEMOGRAPHICS

Strathmore is a growing and desirable place to live, having almost doubled in population between 2001 and 2018 from 7,455 to 13,528 at an average growth rate of 4.79% per year across this 17-year period (Source: Strathmore Census, 2018). During this period, the year-to-year growth rate varied from a high of over 7% from 2010 to 2012 and as low as under 1% between 2015 to 2018.

More recently, the Town’s population growth is evident within provincial data which shows an increase of approximately %18.7 across a ten-year period between 13,832 in 2015 to 16,416 in 2025 (see Figure 5). Recent federal census data shows a 4.2% population increase between the federal census years of 2016 and 2021, which was slightly below the 4.8% population increase in Alberta and below the 5.2% population increase across Canada during this same period (Source: Statistics Canada, 2025).

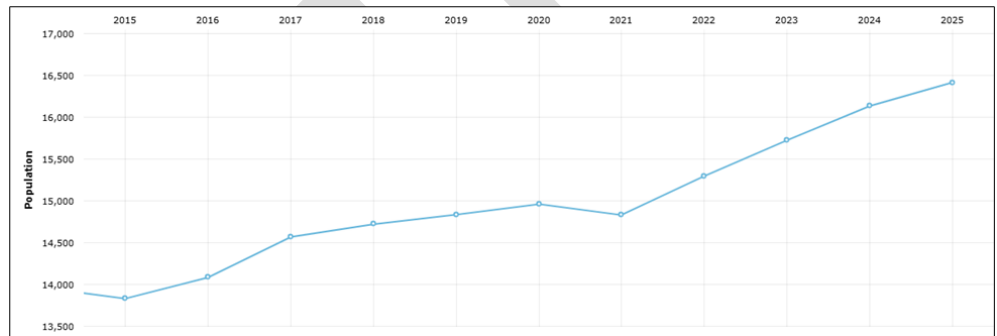


Figure 5: Population Growth in Strathmore (Source: Province of Alberta, 2026)

According to most recent federal census data, Strathmore’s median age is 40.0 years, which is slightly higher than the provincial median of 38.4 years, yet comparable to other communities in the region – for example, Airdrie at 35.6 years, Calgary at 38.0 years, Chestermere at 37.6 years, Okotoks at 39.2 years, and considerably lower than High River at 44.8 years (Source: Statistics Canada, 2021).

Strathmore is also a young community with 26.5% of residents being 19 years of age or younger compared to 24.9% of the population being 19 years of age or younger province-wide in Alberta (Source: Statistics Canada, 2021). This illustrates Strathmore's position as an affordable community that offers a range of health facilities, parks and open spaces, recreational facilities, and schools, which collectively offer people an overall quality of life that prioritizes family and people. Strathmore's attractiveness as a good place to raise a family is also evident in other cohorts – for example, the age cohorts between 25 to 29 years of age and 45 to 49 years of age each account for a range of between 5.1% to 7.1% of the total population (Source: Statistics Canada, 2021).

The affordability and access to amenities and services that are enjoyed by those raising families is also enjoyed by seniors with 17.7% of Strathmore's population being 65 years of age or older compared to 14.8% of the population being 65 or older province-wide in Alberta (Source: Statistics Canada, 2021).

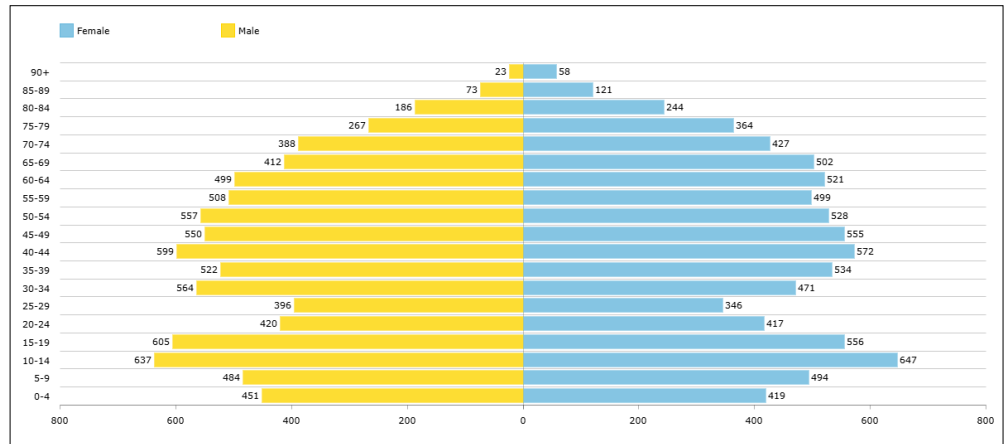


Figure 6: Age Distribution in Strathmore (Source: Province of Alberta, 2026)

Age distribution in the Town’s population will change across time, but at the same time with improved housing choice and supply it is anticipated that Strathmore will remain a desirable place to both raise a family and age-in-place – a truly family-oriented community (see Figure 6).

1.3.3.2 HOUSING & SOCIOECONOMIC CHARACTERISTICS (HOLDING)

1.3.3.3 PATTERNS OF DEVELOPMENT

An enduring link to the past in Strathmore can be found in the plans of subdivision that were registered by the CPR in the early-1900s. These plans created lots that were 7.62 m (25.00 ft) by 36.58 m (120.00 ft) with lanes in the rear of the lots. These lots were sold individually or in multiples of 7.62 m (25.00 ft) by 36.58 m (120.00 ft). There are a small number of single lots of this size remaining today and they are concentrated in or near Downtown Strathmore.

Strathmore has traditionally been a community having a rigid separation of land uses, which has seen residential land development mostly occur to the north of Highway #1 with commercial land uses being situated along the highway and in Downtown Strathmore, along with a mix of commercial and industrial uses being situated to the south of the highway. This pattern of development is expected to shift as Strathmore continues to experience strong growth with the result being a preference for mixed-use development at varying densities in both new planned growth areas and through the processes of strategic intensification and redevelopment, all of which is expected to include appropriate transitions between existing residential and commercial and industrial areas.

Strathmore's transportation network has also evolved from a traditional street-grid that remains evident today in Downtown Strathmore toward a more contemporary system of roads featuring cul-de-sacs, crescents and curvilinear streets. Two provincially controlled highways also traverse Strathmore with Highway #1 running east-to-west and Highway #817 (ie. Wheatland Trail) in a north-to-south direction.

1.3.3.4 LOCAL ECONOMY (HOLDING)

1.3.4 STRATHMORE MOVING FORWARD

Strathmore has now surpassed a population of 16,000 and is expected to continue to a population of 35,000 over the next 30-50 years. How will Strathmore move forward together as a community – and what does this look and feel like? What will Strathmore's urban landscape look like when it reaches a mid-to-large sized town population of 35,000? Moving forward together with a vision and a plan is crucial – and knowing what to expect is integral to understanding and planning for how growth and development should take place in Strathmore.

1.3.4.1 POPULATION PROJECTIONS

The Town's MDP assumes that the population will continue to grow at a medium growth rate of 1.8% per year, which would see a population of 20,000 by 2040, 30,000 by 2063, and 35,000 by 2073. This assumption is based on projections within the Strathmore-Wheatland County IDP, which included a population analysis intended to provide an understanding as to how fast Strathmore and Wheatland County are expected to grow over the next 50 years.

Based on the medium growth rate scenario of 1.8% per year, Strathmore is expected to reach a milestone population of 35,000 people by 2073 – although within the same period, a higher growth rate scenario could see a population size of 50,000, or a lower growth rate scenario of just under a population of 25,000 by 2073. The medium growth rate is considered reasonable provided that Strathmore's growth is monitored regularly and adjustments are made when necessary.

1.3.4.2 ECONOMIC PROJECTIONS (HOLDING)

1.3.4.3 BUILDING FOR FUTURE GENERATIONS (HOLDING)".

- s) By renaming "**Part 2 – Growth Strategies**" to "**PART 2: GROWING STRATHMORE**" and by adding the following preamble:

"2.1 GROWTH MANAGEMENT

Managing growth effectively is integral to good land use and community planning. Managing growth properly will also enable Strathmore to strategically expand its range of services and opportunities and grow its tax base. With this in mind, "growth management" is a term that refers to the process of guiding the amount, rate, location, type, and quality of future growth in Strathmore – with emphasis on how future population and economic growth is expected to contribute positively toward the municipality's longer-term fiscal and environmental sustainability aspirations and infrastructure efficiencies.

At present, there is significant capacity within the Town’s existing planned areas that are approved and ready for current development. Placing emphasis on development within these existing planned areas generates opportunities related to good fiscal and economic decision-making, ensuring the protection of agricultural and rural lands, and for preserving the unique character of Strathmore.

This section of the Town’s MDP identifies and categorizes growth areas that are ideal from the perspective of accommodating new growth, whether it be through strategically increasing the intensity of development within an existing built-up area, or through facilitating expansion onto undeveloped lands.

These growth areas are each well-positioned to accommodate and support a range of development types based on existing or planned infrastructure capacities, adjacency, or proximity to existing built-up areas, major roads, and transportation corridors, or they offer efficient and sensible infrastructure and servicing options. Directing growth toward these areas helps ensure that the longer-term financial sustainability of the municipality is maintained, while at the same time balancing the evolving character and role of Strathmore as a community, protecting the natural environment, and continuing to protect surrounding agricultural and rural areas.”.

- t) By deleting content following the new preamble in “**Section 2.1 – Growth Management**” entirely and replacing it with the following:

“**2.1.1 GENERAL POLICIES**

- 2.1.1.1 The Town shall ensure all growth and development on undeveloped lands that are designated on *Map A: Planned Growth Areas* as an Unplanned Growth Area (UGA), Future Growth Area (FGA), or Active Growth Area (AGA), is comprehensively planned for and guided by an Area Structure Plan (ASP), and where appropriate the approval of Outline Plans, prior to redesignating land under the Town’s Land Use Bylaw, subdividing land, or facilitating the issuance of any development permits.

- 2.1.1.2 The Town will ensure that all new and existing ASP's or Area Redevelopment Plans (ARP) demonstrate good land use planning, demonstrate conformity with all approved plans and studies related to the ASP or ARP, including all applicable policies in the Town's MDP, and where possible contribute positively toward the implementation of all other related plans, reports, and studies that have been approved by Council.
- 2.1.1.3 The Town will prevent rural lot creation for country residential purposes, and the premature subdivision or fragmentation of agricultural and rural lands, by requiring that all new growth and development demonstrate conformity with all applicable policies in the MDP and be contiguous to an FGA, AGA, or otherwise existing development.
- 2.1.1.4 The Town will ensure that orderly progression and phasing of growth and development has regard for infrastructure and servicing capacities, including water and wastewater systems, stormwater management infrastructure, transportation networks, emergency services, parks, open space, and recreational facilities, and other municipal services required to support new development in a fiscally responsible manner.
- 2.1.1.5 The Town will seek to prioritize any potential municipal funding for the planning, design, and construction of major infrastructure that is necessary to support growth within AGA's over those areas designated as a UGA or FGA.
- 2.1.1.6 The Town should review and update existing population projections, growth rates, and residential densities on a regular basis to help assess and understand its land absorption rate relative to available land within the existing municipal boundary.
- 2.1.1.7 The Town will seek to encourage strategic intensification and manage growth through the approval of amended ASP's, ARP's, Outline Plans, and subdivision plans that positively contribute toward the Town's overall aspirational intensification target of 10%.

Policy Direction	Unplanned Growth Area	Future Growth Area	Active Growth Area
Development Status	Long-term growth potential with no ASP process activated.	Mid-term growth potential and requires adoption of new ASP to transition from UGA.	Immediate growth potential and "shovel ready" for development.
Planning Requirement	Council resolution to begin ASP activation process.	ASP approved and potential for Outline Plan(s).	ASP and Outline Plan(s) approved.
MDP Amendment	Required to redesignate from UGA to FGA.	Required to redesignate from FGA to AGA.	Housekeeping update to redesignate from AGA to Existing Development.
Prerequisites	Substantial build-out of existing FGAs and AGAs.	Market demand not be met by existing ASPs and/or ARPs.	Ongoing development or ready for immediate subdivision.
Infrastructure Priority	Lowest priority for municipal funding.	Medium priority and must demonstrate servicing capacity.	Highest priority for municipal funding and infrastructure.
Density Targets	Not applicable.	Minimum 25 dwelling units/ha and up to 40 dwelling units/ha in mixed-use areas.	Same as FGA but refined and guided by approved Outline Plan(s).

Table 1: Summary of Planned Growth Areas

2.1.2 NEW PLANNED GROWTH AREAS

- 2.1.2.1 The Town must have authorization in the form of a resolution from Council prior to accepting the submission of any formal planning applications that would amount to the initiation and subsequent preparation and request for approval of a new ASP and redesignation of a UGA.
- 2.1.2.2 The Town may require the submission of a pre-consultation application to examine a proposed new ASP within a UGA prior to proceeding to Council with a resolution to accept any formal planning applications that would initiate preparation of a new ASP within a UGA.
- 2.1.2.3 The Town requires substantial build-out and completion of existing FGA's and AGA's, including the provision of infrastructure, servicing, and amenities prior to authorizing the preparation of a new ASP within a UGA.

- 2.1.2.4 The Town requires that any new FGA provide a housing mix that achieves a minimum overall density of 25 residential dwelling units per net residential hectare be provided and that within a mixed-use node a minimum overall density of 40 residential dwelling units per net residential hectare be targeted.
- 2.1.2.5 The Town requires that the creation of a new FGA occur in tandem with the adoption of a new ASP, which at a minimum shall demonstrate the following:
- a) That the location for a new FGA is appropriate;
 - b) That market demand for growth is not met by existing ASP's and ARP's;
 - c) That the proposed new FGA represents orderly and appropriately phased or sequenced growth and development patterns; and,
 - d) That the proposed new FGA otherwise conforms with all applicable policies in the Town's MDP.
- 2.1.2.6 The Town shall ensure that the creation of a new FGA on lands currently designated as a UGA be created only through an amendment to the Town's MDP, including the updating of *Map A: Planned Growth Areas* to reflect a newly established FGA.
- 2.1.3 EXISTING & EXPANDING PLANNED GROWTH AREAS**
- 2.1.3.1 The Town requires that all existing or expanding FGA's and AGA's provide for a housing mix that achieves a minimum overall density of 25 residential dwelling units per net residential hectare be provided and that within a mixed-use node a minimum overall density of 40 residential dwelling units per net residential hectare be targeted.
- 2.1.3.2 The Town will ensure that development proposals within an existing FGA or AGA maintains and enhances the general intent and character for the area and the development must demonstrate conformity with any applicable ASP or ARP, Outline Plans, and where appropriate the approval of a new Outline Plan where there is no subordinate plan to an approved ASP or ARP may be required.
- 2.1.3.3 The Town shall require that any expansion to an existing FGA or AGA only proceed by way of an amendment to any applicable ASP or ARP, and Outline Plans, or where more appropriate the adoption of a new ASP or ARP may be required at discretion of the Town.

2.1.3.4 The Town requires that the expansion of an existing FGA or AGA first demonstrate a pattern of successfully completed development or phasing of development within the current ASP or ARP, and Outline Plans area, which results in limited land supply within the currently approved ASP or ARP, and Outline Plans.

2.1.3.5 The Town shall ensure that the expansion of an existing FGA or AGA be permitted only through an amendment to the Town's MDP, including the updating of *Map A: Planned Growth Areas* to reflect any expanded FGA or AGA.

2.1.4 FUTURE GROWTH AREAS

2.1.4.1 The Town will encourage and pursue a full range and mix of land uses within all FGA's and implementing ASP's, including but not limited to the following:

- a) Residential uses;
- b) Local commercial retail and personal service uses;
- c) Employment Areas and uses;
- d) Institutional and community uses;
- e) Parks, open space, recreational and cultural uses; and,
- f) Light industrial uses where appropriate and compatible.

2.1.4.2 The Town will encourage and pursue a diverse range of housing types, built forms, and densities within all FGA's and implementing ASP's, including but not limited to the following:

- a) Single-detached, duplex, and semi-detached dwellings;
- b) Townhouse and rowhouse dwellings;
- c) Multiple dwellings having 3-4 residential dwelling units (ie. triplex or fourplex);
- d) Manufactured homes;
- e) Apartment-style multiple dwellings having more than 4 residential dwelling units;
- f) Seniors housing and continuing care facilities; and,
- g) Accessory dwelling units (eg. basement apartments, garden suites, etc.).

- 2.1.4.3 The Town will additionally encourage and pursue development within all FGA's and implementing ASP's that:
- a) Provides adequate infrastructure and servicing capacities;
 - b) Provides new, connected, and well-integrated parks and open space uses, including locations for active and passive recreational activities and facilities;
 - c) Provides integration with existing and planned transportation networks, including sidewalks, pathways, trails, as well as both local and regional roads; and,
 - d) Provides complete community benefits and amenities, including non-residential uses, that provide direct benefits to the FGA.

2.1.4.4 The Town shall not approve any Outline Plans within an FGA.

2.1.4.5 The Town shall ensure that redesignation of an FGA to an AGA be permitted only through an amendment to the Town's MDP, including the updating of *Map A: Planned Growth Areas* to reflect a change from FGA to AGA.

2.1.5 ACTIVE GROWTH AREAS

2.1.5.1 The Town may require the approval of an Outline Plan prior to subdivision proceeding on any lands situated within a AGA that are also subject to an ASP.

2.1.5.2 The Town will encourage and pursue the preparation and approval of Outline Plans where development within a AGA on lands subject to an ASP:

- a) Proposes subdivision that would create a parcel of land having an area of 0.8 ha (2 acres) or greater;
- b) Includes a parcel of land subject to outstanding municipal or environmental reserves;
- c) Includes land that is needed for a public road; and/or,
- d) Proposes the complex subdivision of land having the intent of creating multiple new parcels of land and numerous infrastructure development conditions, which in the opinion of the Town would be aided by a land use planning and infrastructure approval framework.

2.1.5.3 The Town will ensure that in addition to those matters outlined in Section 2.1.4.1 through 2.1.4.3, all required Outline Plans provide for an appropriate and workable distribution of land uses, open space, and transportation networks that is representative of good land use planning, while also demonstrating conformity with an applicable ASP.

2.1.5.4 The Town will undertake a housekeeping update to redesignate lands containing an approved Outline Plan from AGA to Existing Development on *Map A: Planned Growth Areas* as permitted under Section 5.4.3 of the Town's MDP.

2.1.6 STRATEGIC INTENSIFICATION

2.1.6.1 The Town supports the growth and evolution of existing urbanized areas and settings designated as Existing Development on *Map A: Planned Growth Areas*, provided that their general intent, character, and vitality are maintained and preferably enhanced.

2.1.6.2 The Town encourages the prioritization of development or redevelopment of vacant or underutilized lands within existing and established urbanized areas and settings.

2.1.6.3 The Town will promote strategic intensification along major arterial and minor arterial roadways and within Downtown Strathmore that can support a future public transit system, including the generation of suitable public transit passenger volume and system utilization.

2.1.6.4 Town will manage strategic intensification within existing urbanized areas and settings through land use redesignations under the Town's Land Use Bylaw and ARP's where appropriate and aspire to achieve an overall minimum strategic intensification target of 10% for all new residential dwelling units constructed in Strathmore.

2.1.6.5 The Town will focus on supporting strategic intensification opportunities that achieve the following:

- a) Development of built forms having building heights of 2-3 storeys on lands adjacent to Downtown Strathmore;
- b) Development of built forms having building heights of 3-5 storeys in Downtown Strathmore; and/or,
- c) Development of built forms having building heights of 5-8 storeys in proximity to Highway #1.

2.1.6.6 The Town encourages strategic intensification that is delivered in a manner that facilitates beneficial and desirable improvements to infrastructure, servicing, and the public realm, while at the same time demonstrating good municipal fiscal responsibility.

2.1.6.7 The Town should prepare guidelines in consultation with residents and businesses for accommodating intensification within existing urbanized areas and settings in a manner that contributes positively to the existing intent, character, and vitality of neighbourhoods, as well as Strathmore as a whole.

2.1.7 STRATEGIC BUSINESS & INNOVATION HUBS

2.1.7.1 The Town may identify locations for Strategic Business and Innovation Hubs on *Map A: Planned Growth Areas*, where the geographic clustering of interconnected businesses, suppliers, and associated institutions in a particular field, economic sector, or form of technology are able to mutually grow and thrive together.

2.1.7.2 The Town may require the approval of an ASP or Outline Plan on lands designated as a Strategic Business and Innovation Hub on *Map A: Planned Growth Areas* prior to redesignating land under the Town's Land Use Bylaw, subdividing land, or facilitating the issuance of any development permits.

2.1.7.3 The Town will ensure that the designation of a new or expanding Strategic Business and Innovation Hub first consider the following:

- a) Regional, provincial, national, and/or international significance;
- b) Local and regional employment benefits and/or improved access to goods and services;
- c) Orderly, efficient, and appropriately phased approach to development, including site designs, that minimizes adverse impacts on nearby agricultural and/or residential areas;
- d) Appropriateness of the location as it relates to accessing utilities, transportation networks, or the opportunity to co-locate with other business types and uses;
- e) Acceptable rationale for not locating within an existing Employment Area;
- f) Clear and significant financial benefit to the Town;

- g) Existence of market demand and proximity or access to target markets; and,
- h) Alignment with any applicable plans, reports, and studies that have been approved by Council.

2.1.7.4 The Town will facilitate the creation of hub-specific, land use districts under the Town's Land Use Bylaw within Strategic Business and Innovation Hubs, that may include, but is not limited to, the following:

- a) Expanded range of permitted and discretionary uses;
- b) Flexible lot areas, coverages, frontage, and yard setbacks;
- c) Reduced parking area and parking space requirements;
- d) Increased density permissions; and/or,
- e) Permitted accessory residential uses (eg. live-work dwelling units).

2.1.8 EMPLOYMENT AREAS

2.1.8.1 The Town may require the approval of an ASP or Outline Plan on lands designated as Employment Areas on *Map A: Planned Growth Areas* prior to redesignating land under the Town's Land Use Bylaw, subdividing land, or facilitating the issuance of any development permits.

2.1.8.2 The Town will ensure that Employment Areas are economically competitive and capable of supporting a diverse range and mix of light industrial, general industrial, and commercial uses that serve the broader community and region.

2.1.8.3 The Town will encourage development within Employment Areas that complements nearby existing land uses, utilize existing or planned infrastructure and services, minimize land use conflicts with nearby agricultural and residential uses, and minimize traffic along local roads and in rural areas.

2.1.8.4 The Town may allow institutional and community uses within Employment Areas where nearby employment uses and their functions would not be negatively impacted and where conformity with any approved ASP, ARP, or Outline Plan is demonstrated.

- 2.1.8.5 The Town shall ensure that all development within Employment Areas connects to municipal water and wastewater infrastructure, unless otherwise permitted within an approved ASP, ARP, or Outline Plan, which at a minimum identifies proven market demand, environmental capacity and safety, and suitable land uses.
- 2.1.8.6 The Town will encourage the creation of an integrated local and regional transportation network within Employment Areas that includes, but is not limited to, the provision of sidewalks, pathways, trails and roads.
- 2.1.8.7 The Town will promote development within Employment Areas that demonstrates the possible integration of a future public transit system, including the generation of suitable public transit passenger volume and system utilization.
- 2.1.8.8 The Town will encourage development within Employment Areas that provides connections to existing, planned, or new open space corridors, pathways, and trails.
- 2.1.8.9 The Town will periodically undertake a housekeeping update to redesignate lands containing developed Employment Areas to Existing Development on *Map A: Planned Growth Areas* as permitted under Section 5.4.3 of the Town's MDP."
- u) By renumbering existing "**Section 2.2 – Community and Neighbourhood Design**", "**Section 2.3 – Economic Development**", "**Section 2.4 – Heritage Preservation**", "**Section 2.5 – Environmental Management**", and "**Section 2.6 – Agricultural Operations**" to "**Section 2.3 – Community & Neighbourhood Design**", "**Section 2.4 – Housing (Holding)**", "**Section 2.5 – Economic Development**", "**Section 2.6 – Heritage Preservation**", "**Section 2.7 – Environmental Management**", and "**Section 2.8 – Agricultural Operations**".
- v) By deleting all footnotes contained within the renumbered "**Section 2.2 – Community & Neighbourhood Design**".

w) By adding a new “**Section 2.2 – Fiscal Sustainability**” as follows:

“2.2 FISCAL SUSTAINABILITY

- 2.2.1 The Town will encourage local employment opportunities and the diversification of municipal revenues through attraction, diversification, growth, and development of commercial and industrial businesses.
- 2.2.2 The Town should align both the capital and operating budget with growth management priorities and municipal-wide budgetary processes.
- 2.2.3 The Town will ensure that maximum cost recovery methods are in place prior to approving development to ensure that developers are primarily responsible for paying the capital and interest costs of development.
- 2.2.4 The Town will ensure that utility operational and life-cycle costs are recovered through the application of user fees from those benefitting from utilities and services.
- 2.2.5 The Town will ensure that off-site infrastructure costs related to new development are funded by developers during the subdivision or development permit process and in alignment with off-site levy bylaws.
- 2.2.6 The Town may require the preparation of cost feasibility and life-cycle analyses detailing the operating and replacement costs of new water, stormwater, wastewater, solid waste and utility infrastructure associated with development proposals.
- 2.2.7 The Town should promote non-residential property assessment growth by encouraging all new development and redevelopment within any new or existing ASP’s to strive for and achieve a residential to non-residential property assessment ratio of 60:40.
- 2.2.8 The Town should promote the achievement of a municipal-wide residential to non-residential property assessment ratio of 70:30.”.

x) By deleting "**Policy 2.3.1**" and replacing it with the following:

"2.3.1 All new developments greater than 8 ha (19.77 acres) within the Town shall generally require the preparation of an Area Structure Plan (ASP) prior to redesignation and subdivision proceeding on any lands."

y) By deleting renumbered "**Section 2.5 – Economic Development**" entirely and replacing it with the following:

"2.5 ECONOMIC DEVELOPMENT

Strathmore's traces its economic roots back to agriculture – when the arrival of the Canadian Pacific Railway (CPR) and the Western Irrigation Block (WIB) brought hundreds, and eventually thousands of people to the area as settlers. Strathmore has since evolved into a vibrant community of over 16,000 residents that offers the best of two worlds – the tranquility of rural life, while also offering the convenience of urban services – including access to employment, high quality education, healthcare, and recreational facilities.

Strathmore is a growing regional commercial, employment, and service centre that allows residents to find the goods they need, the jobs they want, and access most services they need without having to leave their community. Those outside the municipal boundaries, but within the immediate trading area, also frequent Strathmore for their own commercial, employment, and service needs.

Businesses can and do thrive in this environment. Strathmore's location allows businesses to thrive in an environment that enjoys small-town, local community support, while at the same time benefitting from access to the workforce, services and market within the context of the larger Calgary Metropolitan Area (CMA). According to the Town's *Business Needs Assessment and Economic Development Action Plan*, there are an estimated 1.6 million people living near the eastern trade corridor of Trans-Canada Highway #1, with more than 100,000 people living within 25 km (15.53 mi) of the Town's municipal boundaries. Strathmore has grown and developed around Highway #1 and Wheatland Trail, resulting in strong connectivity to the larger region and its amenities – such as the Calgary International Airport, major shopping areas, major industrial sites, and to other municipalities and regions in Alberta.

This section of the Town's MDP provides guidance seeking to ensure that Strathmore remains focused on attracting, expanding, and retaining businesses and further strengthening its economic advantage, feasibility, and vibrancy, as a regional commercial, employment, and service centre within the CMA.

2.5.1 GENERAL POLICIES

- 2.5.1.1 The Town will promote business and economic activity that provides ongoing stability, responsiveness, and market growth that keeps pace with the needs of a growing small to medium-sized town.
- 2.5.1.2 The Town will promote access to a diverse, inclusive economy, and seek growth and development opportunities that meet the needs of both existing and future residents and businesses that are supportive of a high quality of life, including the attraction of businesses that allow residents to work and live in Strathmore without having to commute elsewhere.
- 2.5.1.3 The Town will work toward creating economic opportunities that utilize community strengths and seek to attract non-residential development that supports a diverse range of amenities, services, and employment options within the community.

2.5.2 ATTRACTING & RETAINING BUSINESSES

- 2.5.2.1 The Town will support home-based businesses that are ancillary in nature and complimentary to residential neighbourhoods and built-forms, including the establishing of land use permissions under the Town's Land Use Bylaw.
- 2.5.2.2 The Town encourages the development of live-work housing options in mixed-use areas, including the establishing of land use permissions under the Town's Land Use Bylaw and supportive guiding policies within Area Structure Plans (ASP's), Area Redevelopment Plans (ARP's), and Outline Plans.
- 2.5.2.3 The Town will encourage initiatives and incentives that retain existing businesses and attract new businesses to Downtown Strathmore and major employers to planned growth areas.

2.5.3 EMPLOYMENT GROWTH

- 2.5.3.1 The Town will facilitate the provision of serviceable, developable, and/or redevelopable land for employment purposes by:
 - a) Establishing new Employment Areas as planned growth areas under Section 2.1 of the Town's MDP and as shown on *Map A: Planned Growth Areas*;
 - b) Working with landowners and developers to expedite cost-effective and sustainable development of municipal infrastructure within planned Employment Areas; and,
 - c) Optimizing the use of existing infrastructure and services when planning and phasing development occurring within Employment Areas.
- 2.5.3.2 The Town will ensure that Employment Areas feature parcels of land offering a wide range of lot areas, depths, and frontages that can support a diverse range of businesses.
- 2.5.3.3 The Town will explore and consider opportunities that result in servicing infrastructure that capably facilitates new development in identified Employment Areas.
- 2.5.3.4 The Town encourages the redevelopment and intensification of established employment-related uses and areas that facilitates new employment and economic development opportunities.

2.5.3.5 The Town will ensure that retail and service-related land uses within Employment Areas primarily serve employees and businesses in the area.

2.5.3.6 The Town will seek to promote partnerships that offer opportunities for growth and investment at a regional scale within Wheatland County and the larger Calgary Metropolitan Area.

2.5.4 INNOVATION

2.5.4.1 The Town may support growth and development in the renewable energy sector by:

- a) Exploring interim, small, and medium-sized energy technology and their facilities or installations on vacant or underutilized land that is non-contiguous to existing urban development if power transmission infrastructure is available; and/or,
- b) Considering the use of rooftop solar panels where individual energy needs on a site or within a development proposal can be met on the same lot or parcel of land subject to the Alberta Building Code and the Town's LUB.

2.5.4.2 The Town should promote access to high-quality broadband infrastructure as being essential by advocating for increased service levels in areas with a high concentration of businesses, institutional users, small businesses, and residential neighbourhoods that require access for domestic, work-from-home, and other commercial purposes.

2.5.4.3 The Town should promote the attraction of knowledge-based industries and educational and employment opportunities to Strathmore, and by continuing to encourage the locating of post-secondary educational institutions in Strathmore.

2.5.5 RELATIONSHIPS

2.5.5.1 LOCAL RELATIONSHIPS

2.5.5.1.1 The Town should promote collaboration with local community-building partners by building strong relationships with those involved in the areas of community development, economic development, education, recreation and culture, social initiatives, and land use planning.

2.5.5.2 REGIONAL PARTNERSHIPS

2.5.5.2.1 The Town should promote collaboration with nearby communities and across organizations and decision-making authorities that is supportive of the region by:

- a) Pursuing economic development, land use planning, municipal services, and transportation partnerships that help achieve desired municipal and regional outcomes;
- b) Pursuing regional partnerships and opportunities that demonstrate effort toward achieving economic, environmental and social outcomes, both locally and regionally; and,
- c) Pursuing an active and ongoing understanding of Wheatland County's land use planning issues and concerns, and how they may affect Strathmore, and provide reciprocal information and support as warranted.

2.5.5.3 PROVINCIAL RELATIONSHIPS

2.5.5.3.1 The Town should promote collaboration with the Province of Alberta and continue to position Strathmore as an important regional centre east of the Calgary CMA in Southern Alberta by:

- a) Partnering with the provincial government and its agencies and departments to manage growth in a coordinated manner, ensuring land use planning efficiencies, and the provision of adequate infrastructure and services;
- b) Encouraging post-secondary institutions to consider Strathmore as a location for satellite campus facilities; and,
- c) Encouraging expansion of provincially-mandated medical services and facilities within and in proximity to the existing Strathmore District Health Services facility located on Brent Boulevard.

2.5.5.3.2 The Town will promote improved access to local, regional, national, and international markets by encouraging timely improvements to Trans-Canada Highway #1 and by advocating for a future highway bypass design that provides access to arterial roads and other provincial highways, including maintenance and enhancement of key access points to Strathmore.”.

- z) By deleting “**Section 2.8 – Agricultural Operations**” entirely and replacing it with the following:

“2.8 AGRICULTURAL OPERATIONS

- 2.8.1 The Town will ensure that the predominant land use within agricultural areas includes core elements such as the cultivation of crops, raising of livestock, and other food, fiber, and horticultural production, along with related elements such as farm buildings and residences, the storage and processing of agricultural and agriculture-related good and products, farming infrastructure and equipment sales, and agricultural research and development activities.
- 2.8.2 The Town will support the protection and continued operation of existing agricultural and agriculture-related land uses within agricultural areas, while also striving to protect future urban development opportunities by preventing the intensification of existing agricultural operations or the conversion of an existing agricultural operation to a more intensive agricultural operation.
- 2.8.3 The Town will ensure that agricultural areas are not fragmented or prematurely converted for urban development purposes and strive to prevent conversion of agricultural lands for urban development purposes by first encouraging intensification of non-agricultural lands elsewhere in Strathmore.
- 2.8.4 The Town should disallow any development proposals that would permanently remove lands from agricultural production or facilitate the subdivision of agricultural areas for the purposes of agricultural or rural residential lot creation that do not meet minimum requirements established in the Town’s Land Use Bylaw (LUB).
- 2.8.5 The Town will designate any lands that have been annexed the enactment date of Bylaw 26-07 as an Unplanned Growth Area (UGA) and as “AG”, General Agricultural District under the LUB, until all growth management policies in Section 2.1 of the Town’s MDP, including ASP and Outline Plan approvals where required, have been satisfied before any LUB redesignation, subdivision of land, or development permits are issued on the annexed lands.”.

aa) By renaming "**Part 3 – Land Use & Open Space**" to "**PART 3: BUILDING STRATHMORE**" and by adding the following preamble:

bb) By renaming "**Section 3.1 – Development Concept**" to "**Section 3.1 – Land Use Concept**" and by entirely replacing the preamble with the following:

"This section of the Town's MDP establishes a land use concept that is depicted on *Map B: Land Use Concept* along with supportive policy-based text that is intended to help guide what constitutes good land use planning and development, as Strathmore as it moves toward a population of 35,000 residents over the next 30-50 years.

All lands within Strathmore are assigned a land use designation under *Map B: Land Use Concept*, which are broad place-based and node-based categories that describe the types of land use and development or redevelopment that are most appropriate or desirable for each place or node. Land use designations are applied to lands that have already been developed, as well as lands that are currently undeveloped but expected to develop or urbanize in the future."

cc) By deleting all footnotes in "**Section 3.2 – Residential Development**", "**Section 3.3 – Downtown District**", "**Section 3.4 – Commercial Development**", "**Section 3.5 – Industrial Development**", "**Section 3.6 - Parks, Open Space, Pathways**", "**Section 3.7 – Wetlands**", "**Section 4.1 – Transportation**", "**Section 4.3 – Stormwater Management**".

dd) By deleting "**Section 3.8 – Annexed Lands**" entirely, including all footnotes.

ee) By renaming "**Part 4 – Infrastructure, Community & Protective Services**" to "**PART 4: INFRASTRUCTURE, COMMUNITY & PROTECTIVE SERVICES**" and by adding the following preamble:

- ff) By renaming "**Part 5 – Co-operation, Engagement & Implementation**" to "**PART 5: IMPLEMENTATION, MONITORING & REVIEW**" and by adding the following preamble:

"This section of the Town's MDP is intended to provide guidance and direction to Town Administration and Council with respect to a range and variety of tools and approaches that will be utilized to ensure progress is being made on policy directions that are identified in the MDP. These tools and approaches are also intended to facilitate the transition from policy to tangible results on the ground that promotes the achievement of Strathmore's community vision. Collectively, the policies in this section outline how implementation, monitoring, and review of the MDP will take place in Strathmore."

- gg) By deleting "**Section 5.1 – Intermunicipal and Agency Planning and Regional Cooperation**", "**Section 5.2 – Public Engagement**", and "**Section 5.3 – Implementation**" entirely and replacing it with the following:

5.1 IMPLEMENTING THE TOWN'S PLAN

5.1.1 GENERAL POLICIES

5.1.1.1 The Town's MDP shall meet all statutory requirements under the MGA, including the enactment of an adoption bylaw. The MDP may also be amended where determined to be appropriate and necessary in accordance with the MGA and Section 5.4 of this MDP.

5.1.1.2 The Town will promote decision-making in relation to the implementation of the MDP and associated municipal priorities for public funding and phasing of growth by encouraging decision-making that has regard for annual capital and operating budget capacities and by undertaking public engagement as part of the budgetary process. The policies contained within the MDP are not intended to explicitly commit Council to any funding decisions.

5.1.2 INTERMUNICIPAL PLANNING & REGIONAL COOPERATION

5.1.2.1 The Town must have regard for its commitment as an intermunicipal partner and as required under the Strathmore-Wheatland County IDP, which includes the following:

- a) That joint growth and development opportunities be explored and that cost-sharing for amenities, facilities, services, infrastructure, or maintenance where mutual benefit exists be preferred;
- b) That all development proposals involving lands that are within the IDP's "Urban Referral Area" and not within an existing plan be referred to Wheatland County for review and comment;
- c) That a review of all development proposals involving lands that are within the IDP's "Predominantly Agricultural Lands" that have been referred to the Town is completed; and,
- d) That the Town follows all requirements under Part 4, Division 6 of the MGA and adhere to the Strathmore-Wheatland County IDP as it relates to future annexations.

5.1.2.2 The Town will ensure that annexation proposals are representative of good land use planning by confirming the following prior to deciding to proceed:

- a) That annexation would occur well in advance of development to allow for an effective growth management approach to developing the lands;
- b) That longer-term growth and development options are protected;
- c) That a comprehensive fiscal, growth, infrastructure, and servicing feasibility analysis is completed and its findings are accepted by the Town; and,
- d) That development potential and land consumption to the south of Highway #1 and on lands adjacent to any future highway bypass are considered from a future growth opportunity perspective.

5.1.3 PUBLIC ENGAGEMENT

5.1.3.1 The Town will ensure that all people and groups have an opportunity to be heard in an open and transparent manner when a development proposal is under consideration by:

- a) Committing to public engagement during the land use planning process through a variety of techniques that are appropriate to the subject matter and circumstances and in accordance with all requirements of the Town's Public Participation Policy and under the MGA;
- b) Requiring a minimum of one public open house be hosted by the proponent of a development proposal seeking approval of a new or amended ASP or ARP, or where determined to be appropriate an Outline Plan; and,
- c) Requiring notice of all public open houses related to an ASP, ARP, or Outline Plan be provided both in print and electronic formats.

5.1.3.2 The Town should promote fair and equitable access to land use planning processes, including public engagement as part of the decision-making process by:

- a) Making information available on a development proposal in both print and electronic formats and where appropriate on all municipal online platforms;
- b) Encouraging all planning applications involving statutory notice of a public hearing exceeds minimum requirements by utilizing online resources and platforms to further notify the public and invite feedback from a larger audience; and,
- c) Providing mailing information when requested to assist an applicant with providing required public notices and engagement opportunities to residents and businesses provided that all privacy legislation and guidelines are followed.

5.1.4 STATUTORY & REGULATORY REQUIREMENTS

5.1.4.1 The Town will avoid conflict between agricultural lands and existing or future urban development by discouraging new or expanded Confined Feeding Operations (CFOs), or stand-alone manure storage facilities within the Town, or on any lands within the Strathmore-Wheatland County IDP, or otherwise situated within 3.5 km (2.17 mi) or less from the Town's municipal boundary.

5.1.4.2 The Town will respond to notifications or circulations from the Alberta Energy Regulator (AER) when a new oil and gas facility or operation is proposed by communicating the prioritization of public safety and a position of opposition to the locating of any oil or gas facilities or operations in the Town or within 1.5 km (0.93 mi) of the municipal boundary.

5.1.4.3 The Town will refer all subdivision and development permit applications located within 1.5 km (0.93 mi) of a known sour gas facility to the AER and require that any resulting setbacks from the AER are met or exceeded pursuant to the Subdivision and Development Regulation unless notice is received that a reduced setback has been approved by AER.

5.2 MONITORING THE TOWN'S PLAN

5.2.1 The Town should prepare an annual report for Council's consideration detailing any updates or housekeeping amendments to the Town's MDP that are recommended for consistency purposes with the Town's approved and current policy directions, or to ensure that current best practices, community values and desires, growth forecasts, implementation progress, market trends, and municipal financial capacities are being adaptively managed and reflected in the MDP.

5.2.2 The Town should regularly engage builders, developers, business and community associations and organizations, and Indigenous communities to facilitate the exchange of strengths, weaknesses, opportunities, and threats related to land use planning and development processes in Strathmore.

5.2.3 The Town should update applicable figures and tables, maps, measurements, and policies, in the MDP when more current information, reports, or analyses become available, or upon Council's approval of any related plans, reports, and studies.

5.2.4 The Town should promote the implementation of the MDP by exploring the creation of a monitoring program, which could include key performance indicators and other measures, that can quantify progress and properly evaluate the MDP for its policy effectiveness on areas such as, but not limited to the following:

- a) Affordable and accessible housing;

- b) Employment land supply;
- c) Residential densities;
- d) Property assessment ratios; and/or,
- e) Strategic intensification.

5.3 REVIEWING THE TOWN'S PLAN

- 5.3.1 The Town will ensure that the Town's MDP is adaptively managed and continually reflective of current best practices, overall community values, growth forecasts, implementation progress, market trends, and municipal financial capacities by requiring a comprehensive review of the MDP once the Town's population has increased beyond 25,000 people or every five years, whichever occurs first, and only if Council determines that a comprehensive review would be appropriate.
- 5.3.2 The Town should prepare a report for Council's consideration once the Town's population exceeds 25,000 people or every five years, whichever occurs first, that includes the following information:
- a) A recommendation on whether a comprehensive review is appropriate;
 - b) An overview of the MDP's progress toward implementing policy directions and documenting where policy directions have been achieved and are now obsolete or need to be refocused; and,
 - c) An overview of potential amendments where:
 - i. The MDP would benefit from incorporating new or amended policy directions found in other statutory and non-statutory documents, plans or reports that have been updated or from deleting obsolete policy directions; and,
 - ii. The MDP would benefit from an adjustment to a policy direction to better position the Town, residents, and businesses for success.

5.4 AMENDING THE TOWN'S PLAN

- 5.4.1 The Town or any landowner may initiate an amendment to the Town's MDP and any amendment that is authorized by Council shall be adopted by bylaw and in accordance with all procedural and content requirements of the MGA.

- 5.4.1.2 The MDP must be amended in the following circumstances:
- a) Where a major policy direction or intent would be altered or changed, or where a major site-specific exemption from a certain policy direction or intent is proposed; or,
 - b) Where an amendment to the Town's Land Use Bylaw would not be consistent with an applicable or intended land use designation under Map B: Land Use Concept; or,
 - c) Where other statutory plans are deemed to conflict with the policy directions and intent of the MDP.
- 5.4.3 The MDP does not need to be amended in the following circumstances provided that the intent of the MDP is not materially altered:
- a) Where a minor policy direction or intent would be altered or changed, or where a minor site-specific exemption from a certain policy direction or intent is proposed;
 - b) To make typographical, stylistic, or photographic additions, corrections, or deletions;
 - c) To make corrections, deletions, or updates to any maps, figures, tables, or measurements; and,
 - d) To make corrections, deletions, or updates to any of the weblinks embedded in the MDP or to add additional weblinks that do not materially alter the intent of the MDP.
- 5.4.4 When an amendment to the MDP is initiated by a landowner, the request must include at a minimum the following information prepared by qualified professionals or otherwise to the satisfaction of the Town:
- a) A written formal request for amendment along with any required fees;
 - b) The planning rationale for the proposed amendment;
 - c) The consistency of the proposed amendment with the policy directions of the MDP and any related municipal plans, policies, reports, or studies, and with any applicable provincial policies or plans;

- d) The effect of the proposed amendment on adjacent land uses and on any municipal infrastructure and services; and,
- e) The preparation of a public and stakeholder engagement strategy.

5.4.5 The Town may request the submission of additional information prepared by a qualified professional to help assess the appropriateness of a proposed amendment to the MDP, such as but not limited to environmental impacts, fiscal impacts, land use planning, municipal infrastructure and servicing impacts, and local economic impacts, and where appropriate the Town may determine the scope of any required additional information in consultation with the landowner.”.

hh) By deleting “**Figure 10: Referral Area of Interest**” entirely.

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 _____, 2026

PUBLIC HEARING HELD this _____ day of _____, 2026













READ A SECOND TIME this _____ day of _____, 2026

READ A THIRD AND FINAL TIME this _____ day of _____, 2026

Mayor

Director of Strategic, Administrative
& Financial Services

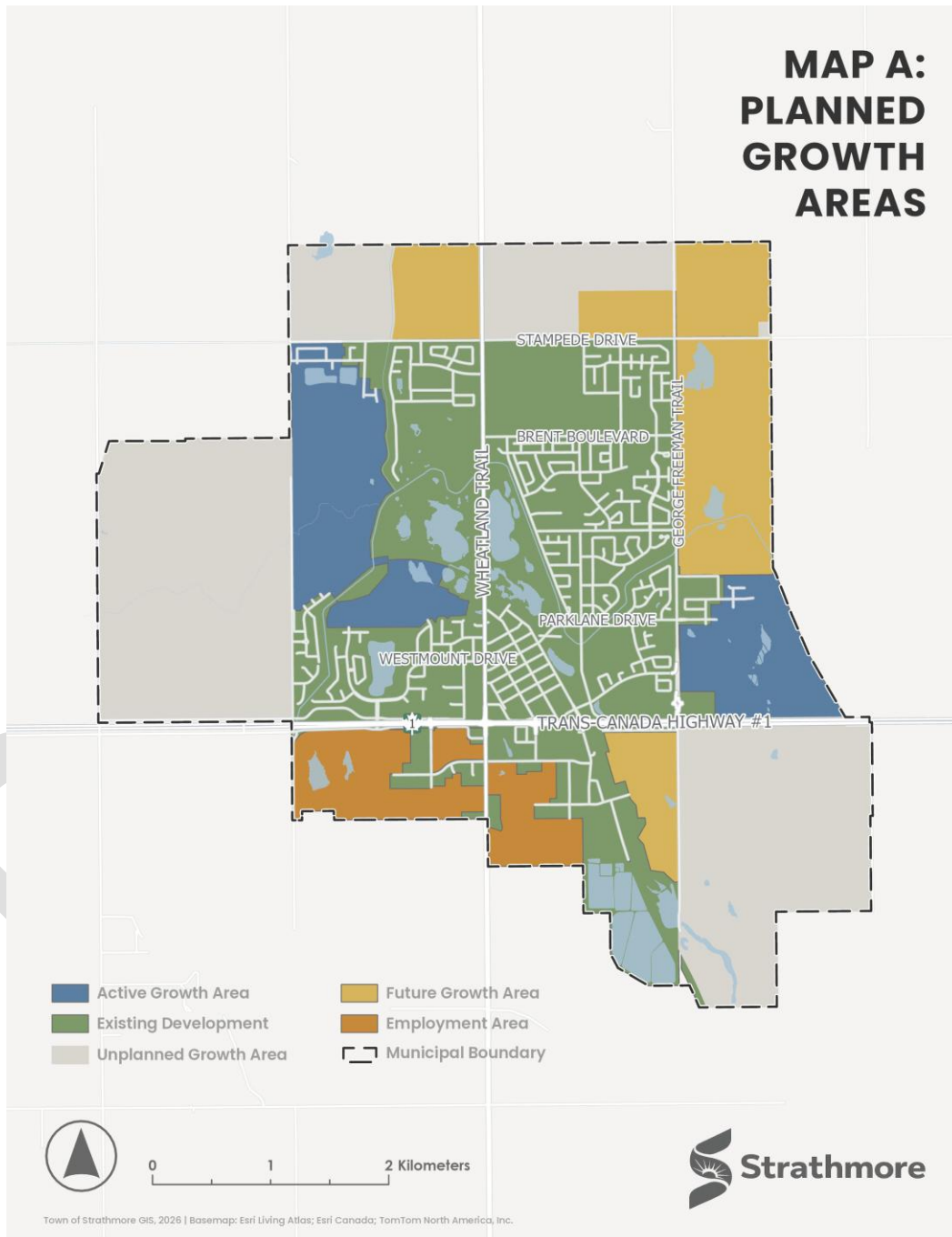
SCHEDULE "A" – COVER PAGE & SECTION PAGES

 <p>Town of Strathmore - Omahksikokii Municipal Development Plan Bylaw 2014-03 Last Considered: Month, Day, Year (Bylaw 2016-00) </p>	 <p>PART 1: INTRODUCTION</p> 	 <p>PART 2: GROWING STRATHMORE</p> 
 <p>PART 3: BUILDING STRATHMORE</p> 	 <p>PART 4: INFRASTRUCTURE, COMMUNITY & PROTECTIVE SERVICES</p> 	 <p>PART 4: IMPLEMENTATION, MONITORING & REVIEW</p> 

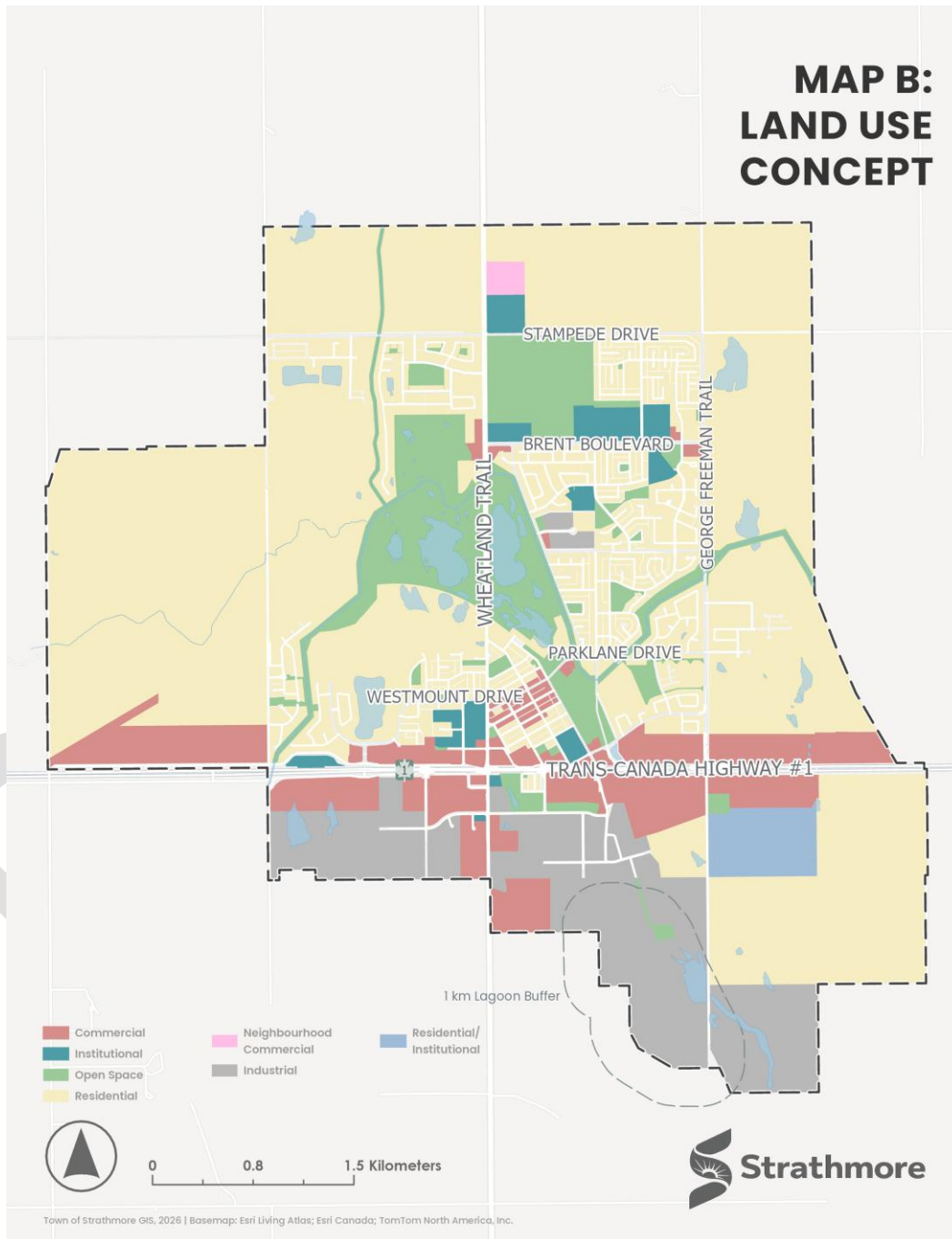
SCHEDULE "B" – TABLE OF CONTENTS (HOLDING)

DRAFT

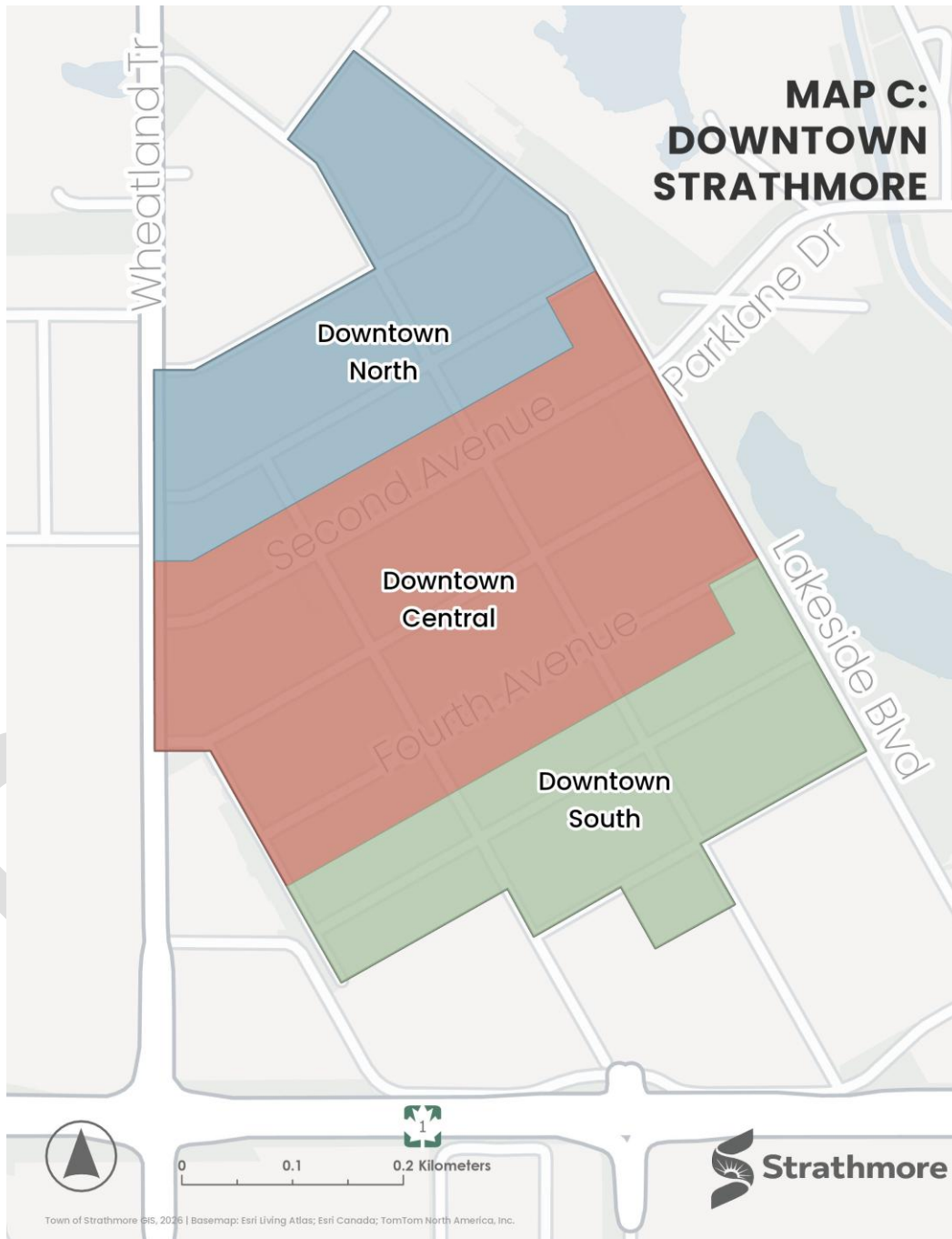
SCHEDULE "C" – MAP A: PLANNED GROWTH AREAS



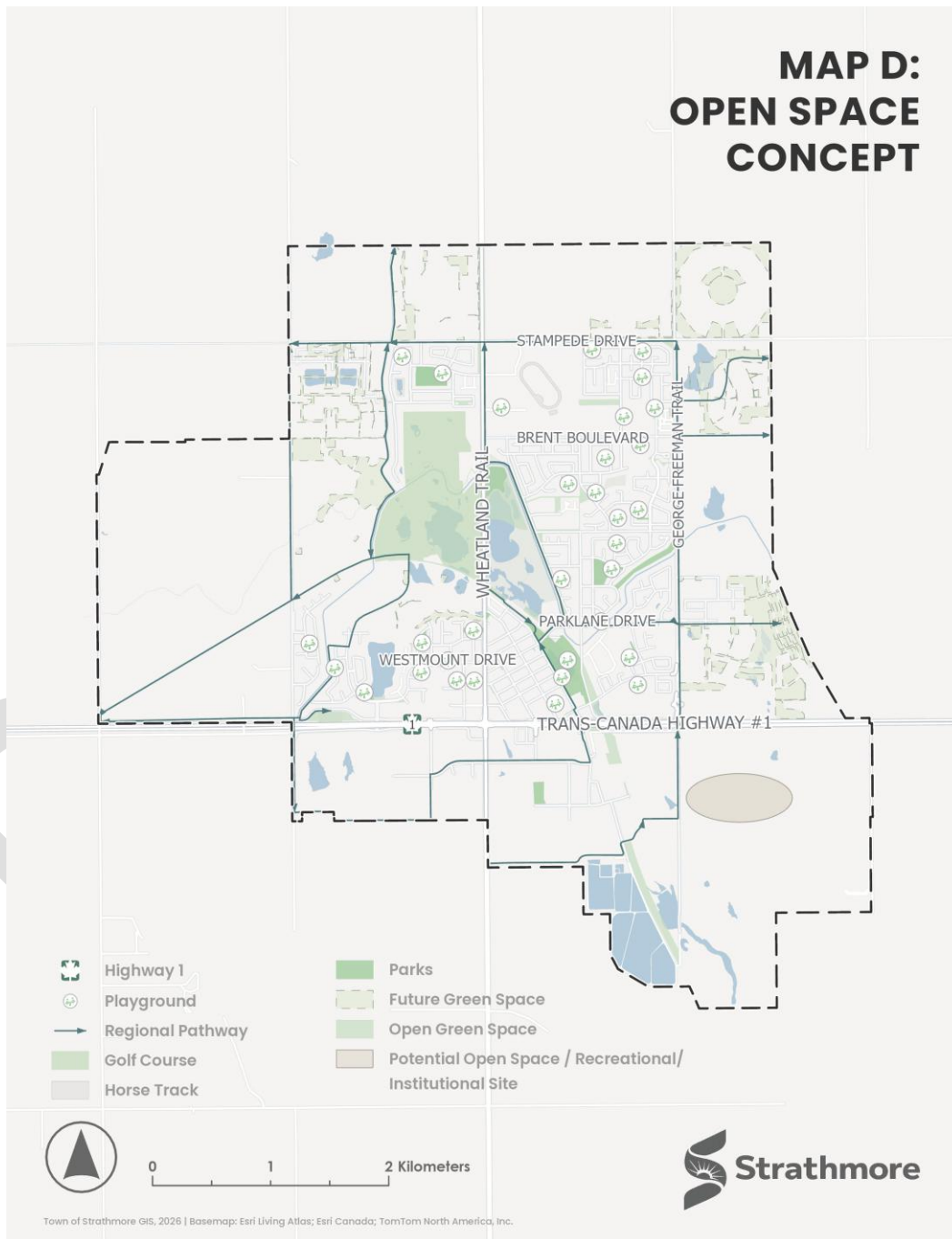
SCHEDULE "D" – MAP B: LAND USE CONCEPT



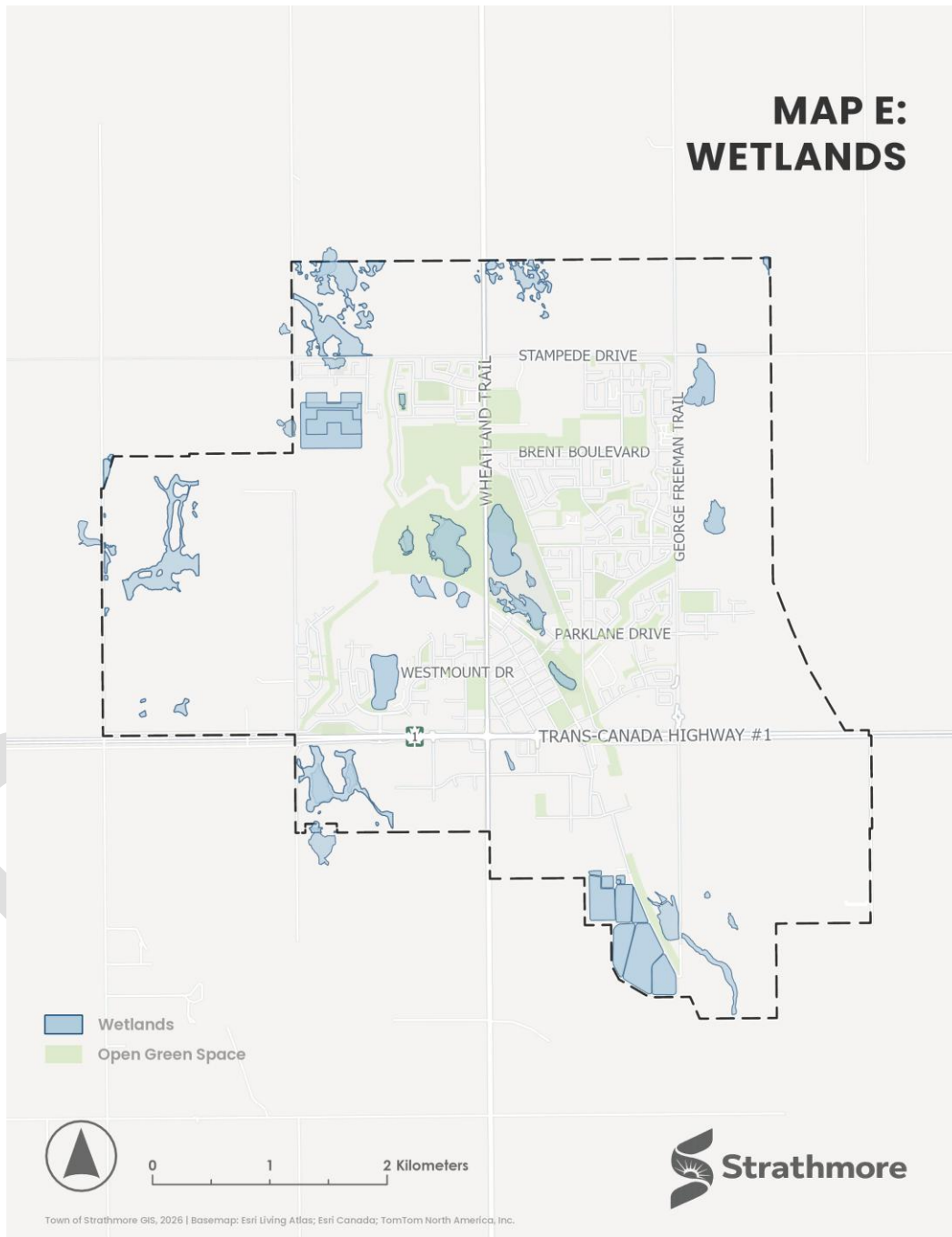
SCHEDULE "E" – MAP C: DOWNTOWN BOUNDARIES



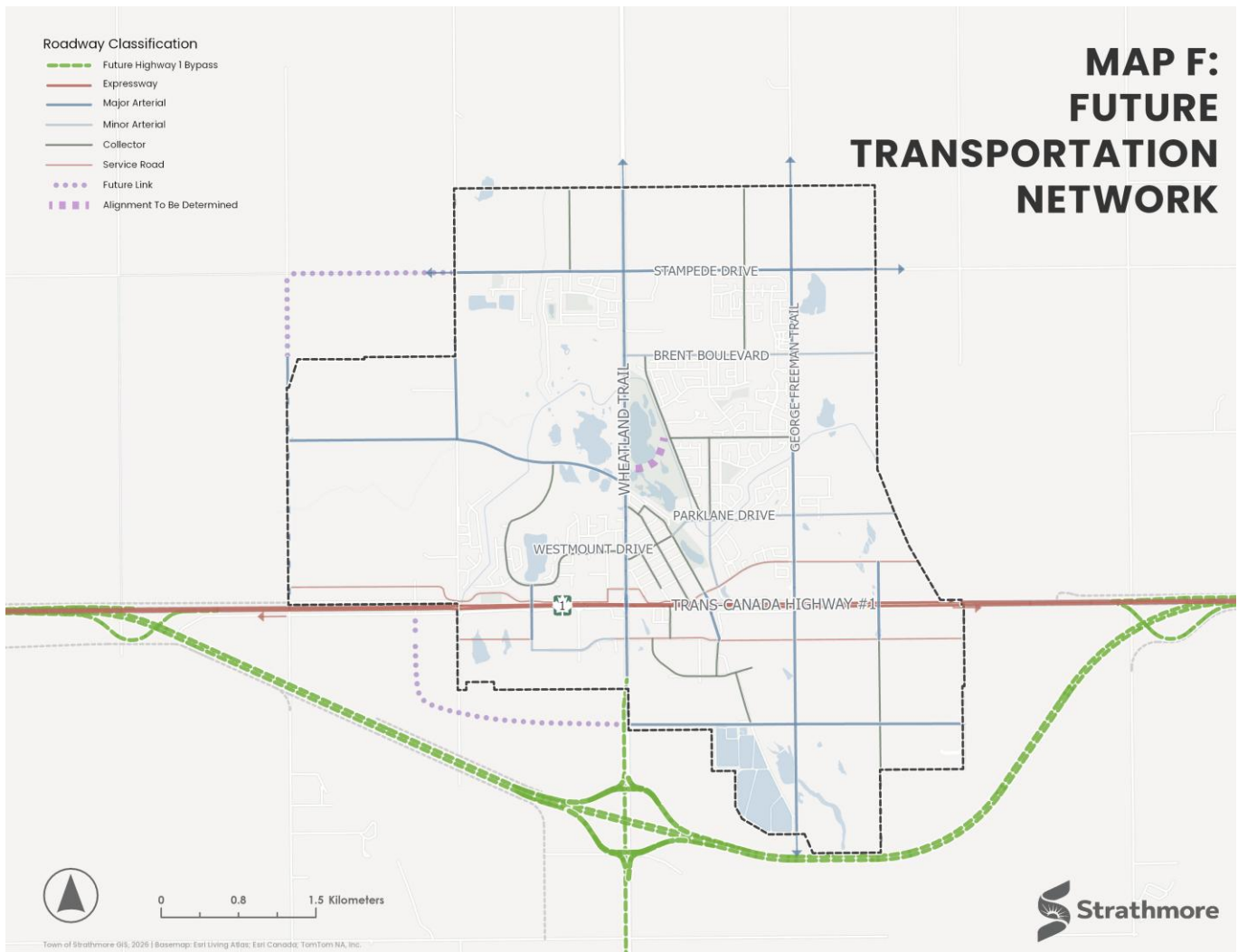
SCHEDULE "F" – MAP D: OPEN SPACE CONCEPT



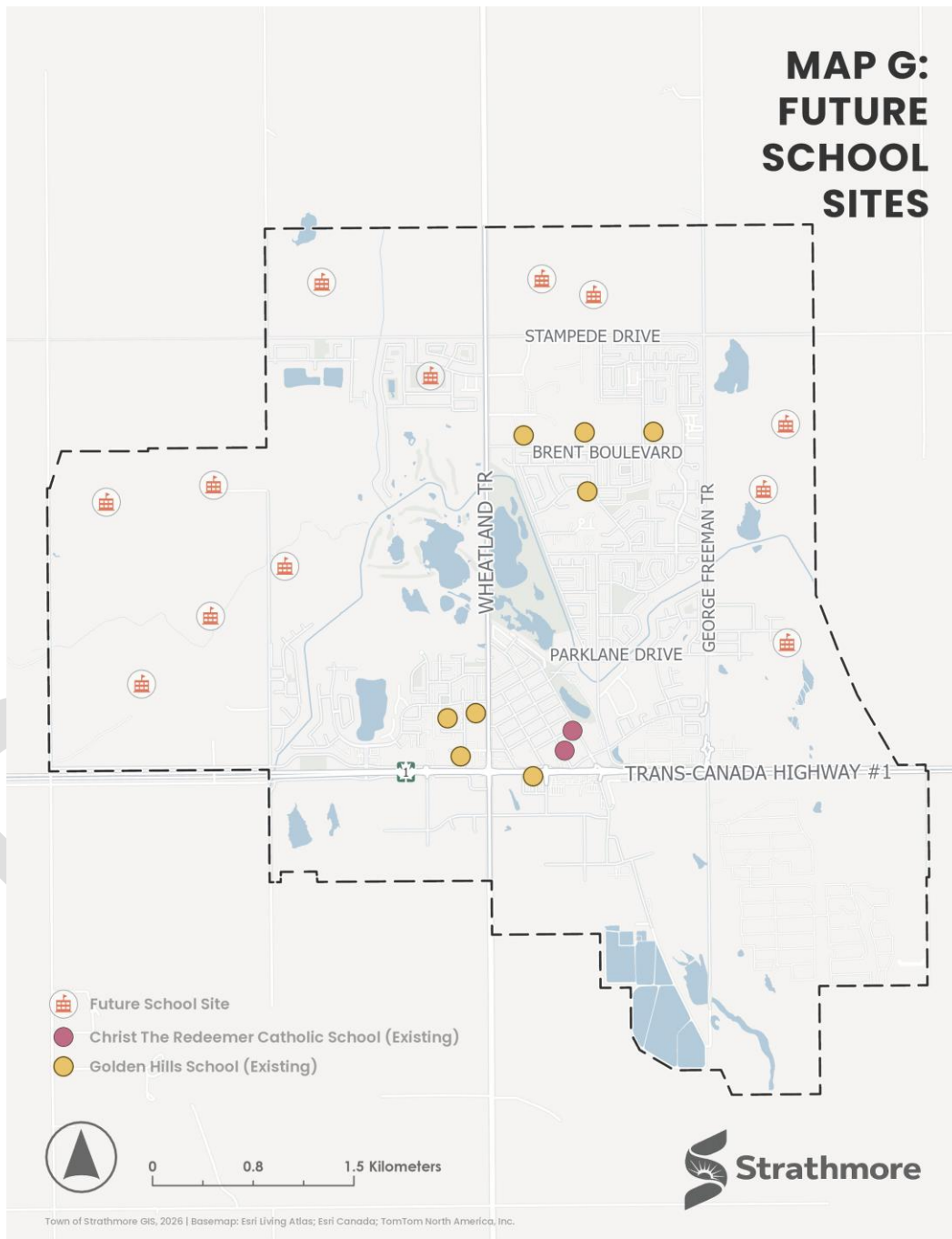
SCHEDULE "G" – MAP E: WETLANDS



SCHEDULE "H" – MAP F: FUTURE TRANSPORTATION NETWORK



SCHEDULE "I" – MAP G: FUTURE SCHOOL SITES





Request for Further Direction

To: Council

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: April 13, 2026

Meeting Date: May 13, 2026

SUBJECT:	Signing Authority Policy No. 1216
-----------------	--

RECOMMENDED MOTION: For information.

REPORT SUMMARY

KEY ISSUE(S):

For Council to consider the requirements for signatures on various Town documents.

Examples shown in Schedule A:

Document/Expenditure	First Signature (one of the following)	Second Signature
Purchase agreement approved within the budget and \$5,000	Supervisor or Designate	Manager, Sr. Manager or Designate Director or Designate
Purchase agreement approved within the budget and \$25,000	Manager or Designate	Sr. Manager or Designate Director or Designate
Purchase agreement approved within the budget between \$25,000 and \$200,000	Manager or Designate	Director CAO or Designate
Purchase agreement approved within the budget over \$200,000	Director or Designate	CAO or Designate
New purchase agreement or renewal	Mayor or Designate	CAO or Designate
Cheques – all values	Mayor or Designate	CAO or Designate
Land title office documents	Manager or Designate	N/A
Development Agreements for Development Permits	Director or Designate	N/A
Development Agreements for Subdivisions	Director	N/A
Tax Recovery documents	Sr. Manager or Designate	N/A
Bylaws and Minutes	Director of Strategic, Administrative & Financial Services or Designate	Mayor or Designate
Council Policies	Director of Strategic, Administrative & Financial Services or Designate	Mayor or Designate
Board and Committee Minutes	Chairperson	Recording Secretary
Employment Contracts – FT, PT and term	Department Director	N/A
Employment Contracts – Seasonal and Casual	Department Manager	N/A
Grant funding applications and agreements	Department Director or Designate CAO where required	N/A
Intergovernmental Agreements	CAO or Designate	N/A
Authorization Limit Exception Form	Director of Strategic, Administrative & Financial Services or Designate	N/A
Other Agreements (ex. sponsorship, facility, services, mutual aid etc.)	Department Director or Designate	N/A

FINANCIAL IMPLICATIONS:

The Signing Authority Policy will direct how many signatures are required and what positions have the ability to sign all items related to the Town's finances and transactions.

Staff time was utilized from drafting and review of this policy.

BACKGROUND:

It is vital that proper oversight is maintained of every contract and expenditure at the Town of Strathmore, regardless of scope or value. To support accountability to the community, the authorization of financial and non-financial transactions should be performed in accordance with agreed terms. This includes, but is not limited to – bylaws, minutes, cheques, contracts and other agreements.

The purpose of Signing Authority Policy No. 1216 is to outline who at the Town of Strathmore may sign or authorize financial transactions, agreements, and other municipal documents. It provides clarity of roles and responsibilities within the Town, ensuring proper governance is maintained while allowing for division/delegation of work.

Town Departments have provided recommendations based on their areas of work.

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



Community Connection



Managing Growth



Financial Resilience



Economic Growth



Protecting Water and Green Spaces



Community Safety and Wellbeing

HOW THE STRATEGIC PRIORITIES ARE MET:

A Signing Authority Policy ensures proper governance is in place for efficient operations of the Town. Well-defined processes enable staff to concentrate on priority work by minimizing time spent on administrative tasks.

INTERNAL IMPLICATIONS:

The Signing Authority Policy will direct how many signatures are required and what positions have the ability to sign all Town items including bylaws, minutes, cheques, contracts and other agreements.

IMPLEMENTATION

COMMUNICATIONS:

Once the policy is finalized it will be shared with Staff and the enclosed signature process will be implemented.

NEXT STEPS:

Administration will take Council feedback during the Committee of the Whole. A final policy will be drafted and brought back to a future Regular Council Meeting for adoption.

"THAT Council adopt Signing Authority Policy No. 1216, as presented in Attachment I."

ALTERNATIVE MOTIONS:

Council may ask Administration to make changes to any of the direction set forth within this policy or express support for the policy as-is.

The policy may be brought to:

1. A future Committee of the Whole for additional discussion.
2. A Regular Council Meeting for adoption.

REPORT AUTHOR:

Leana Ashbacher, Senior Manager of Financial Services

ATTACHMENTS:

[Attachment I: 1216 - Signing Authority Policy](#)

Leana Ashbacher, Senior Manager of Financial Services

Approved
- 06 May
2026

Kevin Scoble, Chief Administrative Officer

Approved
- 06 May
2026

Veronica Anderson, Legislative Services Officer

Approved
- 08 May
2026

Johnathan Strathdee, Manager of Legislative Services

Approved
- 08 May
2026



TOWN POLICY

POLICY NUMBER: 1216

REFERENCE:

Resolution No.

ADOPTED BY:

Town Council

PREPARED BY: Legislative Services

DATE: May XX, 2026

TITLE: Signing Authority Policy

Policy Statement

It is vital that proper oversight is maintained of every contract and expenditure at the Town of Strathmore, regardless of scope or value. To support accountability to the community, the authorization of financial and non-financial transactions will be performed in accordance with the agreed terms. This includes, but is not limited to – bylaws, minutes, cheques, contracts and other agreements.

Purpose

This policy outlines who at the Town of Strathmore may sign or authorize financial transactions, agreements, and other municipal documents. It will provide clarity of roles and responsibilities within the Town, ensuring proper governance is maintained while allowing for division/delegation of work.

1.0 DEFINITIONS

- 1.1 "Agreement" means a document, intended to be enforceable by law, that records an arrangement between the Town and one or more other parties to perform a course of action, and includes agreements, contracts, memorandums of understanding, and settlements.
- 1.2 "Chief Administrative Officer" or "CAO" means the Chief Administrative Officer of the Town or designate.
- 1.3 "Chief Elected Official" means the Mayor of the Town, as described in the Act.
- 1.4 "Delegation of Authority" has the meaning ascribed to it in Section 4 of this Policy.
- 1.5 "Designate" means a role appointed to do specific duties by a superior. Designates at the Town of Strathmore may include Directors, Senior Managers, Managers and Supervisors.
- 1.6 "Director" means the person who oversees a department within the Town. They are a member of the Senior Leadership Team.

- 1.7 "Intergovernmental Agreement" means a contractual agreement between one or more governmental bodies, including, but not limited to, an interlocal agreements to jointly exercise any power, privilege, or authority that the agencies share in common and that each might exercise separately.
- 1.8 "Land Titles" mean records of ownership of land parcels and the specific interests registered on them, such as mortgages, caveats, easements, and liens. A land title in Alberta is a document that serves as evidence of the ownership of a property.
- 1.9 "Lithograph" means an authorized printed reproduction of a signature. To be used in place of an actual pen and ink signature.
- 1.10 "Procurement Policy" means the set of guidelines and procedures that define the way the Town purchases goods and services.
- 1.11 "Purchase Order" or "PO" means a contract drafted when purchasing goods. It details terms of the order.
- 1.12 "Signing Authority" is the power granted to an individual or an organization to sign official documents, contracts, agreements, or other legal instruments on behalf of an organization or themselves. It is critical to any decision-making process as it authorizes transactions, commitments, or other obligations.
- 1.13 "Town" means the Town of Strathmore, a municipal corporation in the Province of Alberta, and where the context so requires, means the area of land within the corporate boundaries thereof.

2.0 RESPONSIBILITY

- 2.1 Council is responsible for approving this Policy and any amendments to it.
- 2.2 The Chief Administrative Officer is responsible for:
- a. ensuring the leadership team are aware of and understand the implications of this Policy;
 - b. implementing and monitoring this Policy;
 - c. regularly reviewing and making necessary amendments to this Policy.
- 2.3 The leadership team is responsible for ensuring employees are aware of this Policy.
- 2.4 Unless specified elsewhere in this Policy, authority is delegated to a position as opposed to a person.
- 2.5 Unless otherwise specified, authority delegated to a position extends to any person acting in that position.
- 2.6 A delegation of authority to an employee also confers authority on that employee's supervisor unless a particular qualification or certification, which must be held by the designated individual, is not held by the supervisor.
- 2.7 Only employees who have been delegated Signing Authority through this Policy, or through further delegation permitted by this policy, may sign municipal documents referenced herein.

- 2.8 Employees who have been Signing Authority pursuant to Schedule A of the policy are responsible for:
- a. ensuring documents are signed in accordance with this Policy, and
 - b. ensuring the accuracy of the document being signed.
 - c. Ensuring that the documents are appropriately filed within the Towns' records management system
- 2.9 Employees who have been delegated Signing Authority pursuant to section 3 of this Policy are responsible for:
- a. being aware of and complying with all relevant bylaws, policies, procedures as well as external legislative requirements when exercising delegations;
 - b. providing for sub-delegation in writing as required;
 - c. ensuring that all the sub-delegated individuals understand the powers, duties and functions that have been delegated to them.

3.0 DELEGATION OF AUTHORITY

- 3.1 The Mayor may delegate any power, duty, or function as assigned to them under the Council Procedure Bylaw and amendments thereto;
- 3.2 The Chief Administrative Officer, Directors, and Managers may delegate any power, duty, or function as assigned to them under this Policy to another position within Town Administration.

4.0 GUIDELINES

The following guidelines will be used to determine signing authority and approval process.

- 4.1 Signing Authority for cheques
- 4.1.1 The Town's cheques, no matter the value, must include two signatures.
 - a. First being one of the following: Mayor or Deputy Mayor
 - b. Second being one of the following: CAO or Designate
 - 4.1.2 If approval for the amount is obtained through Council Resolution, financial system-printed cheques with signatures digitally applied will be used as the primary form of cheque generation. (See Section 4.6 of this Policy.)
 - 4.1.3 Cheque register is available from Financial Services for review, upon request.
- 4.2 Electronic Fund Transfers (EFTs)
- 4.2.1 Senior Manager of Financial Services or Designate may approve disbursement of approved expenditures via an electronic fund transfer.
 - 4.2.2 EFT Register available from Financial Services for review upon request.

4.3 Signing Authority for Purchasing Agreements

4.3.1 Signing authority will be in alignment with the Procurement Policy as amended from time to time. The Town's signing authorities for agreements shall be as outlined in Schedule A hereto.

- a. All other agreements contained within an improved budget required to be signed by Town employees to carry out the normal course of business may be signed according to the designated signing authority for purchase orders outlined in Section 4.4.8 of this Policy (examples include construction contracts, maintenance agreements, permits, credit applications, etc.)

4.3.2 Signing authority as granted under this policy:

- a. may be further delegated to a Town employee as long as the Delegation has been confirmed in writing by the Chief Administrative Officer;
- b. does not preclude the Chief Administrative Officer from providing a signature on any agreement or document.
- c. does not preclude the Mayor from providing a signature on any agreement or document.

4.3.3 Council Bylaws, Minutes and Policies

- a. All enacted bylaws and approved minutes and policies shall be signed by the Chief Elected Official or Designate and the Director of Strategic, Administrative and Financial Services or Designate.

4.3.4 Board and Committee Minutes

- a. All board and committee minutes shall be signed by the person presiding at the meeting (chairperson) and the recording secretary.

4.3.5 Employment Contracts

- a. All permanent full-time, permanent part-time and term employment contracts – Chief Administrative Officer and Directors – shall be signed by the Director responsible.
- b. All casual or seasonal employee contracts shall be signed by the Department Manager.

4.3.6 Land Title Documents

- a. Land title documents required to be registered at Land Titles, such as Plans of Subdivision, caveats, development securities, encumbrances, restrictive covenants, liens, utility rights-of-way, etc., shall be signed by the Town's signing authority as established in Schedule A hereto.

4.3.7 Development Agreements

- a. Development Agreements are sometimes required under Section 650 or Section 655 of the Municipal Government Act for development permit and subdivision projects. Development agreements are legal documents for residential, commercial, and industrial developments. Development agreements set out the terms and conditions of development, including the responsibility to construct public facilities, infrastructure, and include the associated financial and legal obligations. They will be signed by the Town's signing authority as established in Schedule A.

4.3.8 Tax Recovery Documents

- a. Tax recovery documents required to be registered at Land Titles shall be signed by the Sr. Manager of Financial Services or Designate.

4.3.9 Purchase Orders

- a. In accordance with the Procurement Policy, requisitions are done by the party needing the Purchase Order and approved by the immediate supervisor.
- b. Invoices will be sent to the individual who issued the Purchase Order and, based on the amount, will follow the thresholds for signatures as set out in Schedule A hereto.
- c. The Chief Administrative Officer and/or a Director may delegate Purchase Order Signing Authority in writing to other employees of the Town as deemed necessary for the efficient and effective operation of the Town.

4.3.10 All other Purchases for Goods and Services

- a. The Chief Administrative Officer and/or a Director may approve payment of expenses included in the approved operating and capital budget that do not require purchase orders, subject to the terms of the Procurement Policy.

4.3.11 Grants and Intergovernmental Agreements

- a. Departments are encouraged to find and apply for Governments Grants to provide additional sources of funding for the town, and ensure they are maximizing available resources. These often must be acted upon quickly.
 - i. Directors and/or Chief Administrative Officer (where required) or Designates may approve Grant Funding Applications and Grant Funding Agreements.
- b. Intergovernmental contractual agreements unite two or more governmental agencies in a common goal.
 - i. The Chief Administrative Officer may sign Inter-governmental Agreements, providing they have been approved by Council Resolution.

4.3.12 Other Agreements

- a. Examples include sponsorship, facility, services, mutual aid etc.
- b. To be signed by the Department Director or Designate of the department the agreement pertains to.

4.4 Expense Accounts

Claimant	Approved by
Mayor	Deputy Mayor or Acting Mayor
Councillor	Mayor or Deputy Mayor
Chief Administrative Officer	Mayor or Deputy Mayor
Director	Chief Administrative Officer
Manager	Director
Employee	Manager or Supervisor

4.5 Lithograph Signatures

4.5.1 Council authorizes the use of lithograph signatures of the Chief Elected Official and the CAO or Designates for the signing of all cheques (including payroll cheques) as allowed under Section 213 (5) of the Municipal Government Act.

4.6 Electronic Signatures

4.6.1 Council authorizes the use of electronic signatures of the Chief Elected Official and the CAO or Designates for the signing of all other documents as outline in Section 4.4 of this Policy.

- a. Electronic signatures may be applied by a Designate if approval has been given by the signing authority for the document.

5.0 RELATED DOCUMENTS

5.1 The Signing Authority Policy shall consider and incorporate all legal and legislative requirements under:

- a. the *Municipal Government Act*, Sections 213 and 270;
- b. CAO Bylaw as adopted by Council;
- c. Designated Officers Bylaw
- d. Letters of Support Policy
- e. Real Property Transactions Policy
- f. any other relevant legislation.

5.2 This Policy shall be available for public inspection and will be posted on the Town of Strathmore’s website.

5.3 This Policy shall be reviewed at least once every four years. Next review date being May 2030.

END OF POLICY

APPROVAL

Mayor

Director of Strategic, Administrative
and Financial Services

DRAFT

SCHEDULE 'A'

Document/Expenditure	First Signature (one of the following)	Second Signature (one of the following)
Purchase agreement approved within the budget and \$5,000	Supervisor or Designate	Manager, Sr. Manager or Designate Director or Designate
Purchase agreement approved within the budget and \$25,000	Manager or Designate	Sr. Manager or Designate Director or Designate
Purchase agreement approved within the budget between \$25,000 and \$200,000	Manager or Designate	Director CAO or Designate
Purchase agreement approved within the budget over \$200,000	Director or Designate	CAO or Designate
New purchase agreement or renewal	Mayor or Designate	CAO or Designate
Cheques – all values	Mayor or Designate	CAO or Designate
Land title office documents	Manager or Designate	N/A
Development Agreements for Development Permits	Director or Designate	N/A
Development Agreements for Subdivisions	Director	N/A
Tax Recovery documents	Sr. Manager or Designate	N/A
Bylaws and Minutes	Director of Strategic, Administrative & Financial Services or Designate	Mayor or Designate
Council Policies	Director of Strategic, Administrative & Financial Services or Designate	Mayor or Designate
Board and Committee Minutes	Chairperson	Recording Secretary
Employment Contracts – FT, PT and term	Department Director	N/A
Employment Contracts – Seasonal and Casual	Department Manager	
Grant funding applications and agreements	Department Director or Designate CAO where required	
Intergovernmental Agreements	CAO or Designate	
Authorization Limit Exception Form	Director of Strategic, Administrative & Financial Services or Designate	N/A
Other Agreements (ex. sponsorship, facility, services, mutual aid etc.)	Department Director or Designate	

SCHEDULE 'B'



Authorization Limit Exception Form

This form is to be completed to grant a temporary or permanent exception to the Authorization Limits as specified in the Town of Strathmore's *Signing Authority Policy*.

Temporary Authorization Limit Exception

Employee name

Position

Who will be acting in the position of _____
Position

Is granted authorization to _____

For the period of _____ to _____
Date Date

Director of Strategic,
Administrative and Financial Services

Date

Permanent Authorization Limit Exception

The position of _____

is granted authorization to _____

due to the requirements of the job description.

Chief Administration Officer

Date