

AGENDA
REGULAR COUNCIL MEETING
Wednesday, October 16, 2024 @ 6:00 PM
Council Chambers, 1 Parklane Drive, Strathmore AB

Page

- 1. CALL TO ORDER**
- 2. CONFIRMATION OF AGENDA**
- 3. CLOSED MEETING**
 - 3.1. WHMB Requisitions – Advice from officials – FOIP S. 24(1)(b)(i)
 - 3.2. Council/CAO Dialogue – Advice from officials – FOIP S. 24(1)(b)(i)
- 4. PUBLIC HEARING**

None.
- 5. PUBLIC COMMENTS**

Members of the public are welcome to provide comments regarding items on the agenda in person during the Council meeting, virtually, or in writing. Should you wish to provide public comments virtually or in writing, please fill out the Request to Speak at a Council Meeting form that can be located on the Town's website and submit it to: lsadmin@strathmore.ca by the end of the day on the Sunday before the Council meeting. In order to ensure procedural fairness, Council requests that the public refrain from speaking on items that have been or will be heard through a public hearing process.
- 6. DELEGATIONS**

Members of the public and community organizations are welcome to attend a Regular Council Meeting as a delegation to present an item to Town Council for consideration. If you are interested in attending as a delegation please fill out the Delegation Request form that can be located on the Town's website and submit it to: lsadmin@strathmore.ca by noon, seven (7) days before a Regular Council Meeting.
- 7. CONSENT AGENDA**
 - 8.1 Regular Council Meeting Minutes – October 2, 2024
 - 9.1 Alberta Municipalities Energy Program – 2027 Natural Gas Agreement (NatGas+)
 - 9.2 Wheatland Housing Management Body (WHMB) – Response Letter
 - 9.3 Animal Control Shelter Capacity
- 8. CONFIRMATION OF MINUTES**
 - 8.1. Regular Council Meeting Minutes – October 2, 2024 3 - 14
[Agenda Item - AIR-24-202 - Pdf](#)
- 9. BUSINESS**
 - 9.1. Alberta Municipalities Energy Program – 2027 Natural Gas Agreement 15 - 29
(NatGas+)
[Agenda Item - AIR-24-212 - Pdf](#)
 - 9.2. Wheatland Housing Management Body (WHMB) – Response Letter 30 - 37
[Agenda Item - AIR-24-210 - Pdf](#)
 - 9.3. Animal Control Shelter Capacity 38 - 41
[Agenda Item - RFD-24-109 - Pdf](#)

9.4. Citizen Satisfaction Survey Results

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[Agenda Item - AIR-24-198 - Pdf](#)

10. BYLAWS

11. COUNCILLOR INFORMATION & INQUIRIES

11.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

11.2. BOARD AND COMMITTEE REPORTS

11.3. QUESTION AND ANSWER PERIOD

11.4. ADMINISTRATIVE INQUIRIES

11.5. NOTICES OF MOTION

12. CORRESPONDENCE

13. ADJOURNMENT



Request for Decision

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: October 2, 2024

Meeting Date: October 16, 2024

SUBJECT: Regular Council Meeting Minutes - October 2, 2024

RECOMMENDATION: THAT Council adopt the October 2, 2024 Regular Council Meeting Minutes as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the October 2, 2024 Regular Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the October 2, 2024 Regular Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: REGULAR COUNCIL - 02 Oct 2024 - Minutes](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 07 Oct
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 10 Oct
2024



MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Wednesday, October 2, 2024

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT: Mayor Pat Fule, Councillor Melissa Langmaid, Councillor Denise Peterson, Councillor Richard Wegener, and Deputy Mayor Brent Wiley

COUNCIL ABSENT: Councillor Debbie Mitzner and Councillor Jason Montgomery

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

1. **CALL TO ORDER**

Mayor Fule called the October 2, 2024 Regular Council Meeting to order at 6:02 p.m.

1.1. **Traditional Land Acknowledgement for the First Meeting in October (Mokoikisom)**

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

2. **CONFIRMATION OF AGENDA**

Resolution No. 212.10.24

Moved by Councillor Peterson

THAT Council adopt the October 2, 2024 Regular Council Meeting Agenda as amended:
ADDITION:

12.2 Advocacy Item (Letter from Province) – Advice from officials – FOIP S. 24(1)(a)

12.4 Council Dialogue – Advice from officials – FOIP S. 24(1)(b)(i)

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

AGAINST: None.

CARRIED

3. PUBLIC HEARING

3.1. Intermunicipal Development Plan Bylaw No. 24-15

Mayor Fule opened the Public Hearing for Bylaw No. 24-15 being a bylaw to adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan, at 6:04 p.m.

Chuck Procter presented the bylaw on behalf of Administration.

Brian Conger presented the bylaw on behalf of Administration.

No individuals spoke in favour of the bylaw.

No individuals spoke in opposition to the bylaw.

No individuals deemed affected spoke.

Mayor Fule closed the Public Hearing for Bylaw No. 24-15, being a bylaw to adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan, at 6:35 p.m.

4. PUBLIC COMMENTS

None.

5. DELEGATIONS

None.

6. CONSENT AGENDA

Resolution No. 213.10.24

Moved by Councillor Wiley

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

7.1 Regular Council Meeting Minutes – September 18, 2024

9.1 Gas Franchise Fee Advertising Requirement

9.2 2024 Capital Budget Amendment – Municipal Enforcement Patrol Vehicle

10.2.1 Wheatland Housing Management Body Meeting Minutes – June 27, 2024

10.2.3 WREMP – April 25, 2024 – Unapproved Meeting Minutes

10.2.4 WREMP – September 12, 2024 – Unapproved Meeting Minutes

11.1 Letter from Minister Nixon – Re: Wheatland Lodge and Hospice Project

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

AGAINST: None.

CARRIED

7. CONFIRMATION OF MINUTES

7.1. Regular Council Meeting Minutes – September 18, 2024

The following motion was adopted by the consent agenda:

THAT Council adopt the September 18, 2024 Regular Council Meeting Minutes as presented in Attachment I.

8. BYLAWS

8.1. Intermunicipal Development Plan Bylaw No. 24-15

Resolution No. 214.10.24

Moved by Councillor Peterson

THAT Council give First Reading to Bylaw No. 24-15 being a bylaw to adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan.

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

AGAINST: None.

CARRIED

Resolution No. 215.10.24

Moved by Councillor Peterson

THAT Council give Second Reading to Bylaw No. 24-15 being a bylaw to adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan as amended:

Policy 2.3.2 be amended to state “The development of new or expansion of existing Confined Feeding Operations (CFOs) or stand-alone manure storage facilities within the plan area shall not be supported.”

Policy 2.4.1 be amended to state “Future commercial and industrial development on lands not within the Town’s Municipal Boundary, should be directed to those areas identified as Future Business Area in the Future Development Scenario (see Figure 5).”

Policy 2.5.2 be amended to state “Notwithstanding Policy 2.4.1, single-lot commercial and industrial development may be approved within the Predominantly Agricultural Lands (see Figure 5) provided that the following criteria are met:
a) The site is located along, or near, a transportation route such as a provincial highway, or a developed roadway.”

Resolution No. 216.10.24

Moved by Councillor Wiley

THAT Council amend the motion to remove the changes referenced as:
“Policy 2.5.2 be amended to state ‘Notwithstanding Policy 2.4.1, single-lot commercial and industrial development may be approved within the Predominantly Agricultural Lands (see Figure 5) provided that the following criteria are met:
a) The site is located along, or near, a transportation route such as a provincial highway, or a developed roadway.’ ”

Resolution No. 217.10.24

Moved by Councillor Langmaid

THAT Council take a 5-minute recess.

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

AGAINST: None.

CARRIED

Mayor Fule reconvened the meeting at 6:57 p.m.

Resolution No. 216.10.24

Moved by Councillor Wiley

THAT Council amend the motion to remove the changes referenced as:
“Policy 2.5.2 be amended to state ‘Notwithstanding Policy 2.4.1, single-lot commercial and industrial development may be approved within the Predominantly Agricultural Lands (see Figure 5) provided that the following criteria are met:
a) The site is located along, or near, a transportation route such as a provincial highway, or a developed roadway.’ ”

FOR: None.

AGAINST: Mayor Fule, Councillor Langmaid, Councillor Peterson, Councillor Wegener, and Councillor Wiley

DEFEATED

Resolution No. 218.10.24

Moved by Councillor Peterson

THAT Council withdraw the motion that states "THAT Council give Second Reading to Bylaw No. 24-15 being a bylaw to adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan as amended:

Policy 2.3.2 be amended to state "The development of new or expansion of existing Confined Feeding Operations (CFOs) or stand-alone manure storage facilities within the plan area shall not be supported."

Policy 2.4.1 be amended to state "Future commercial and industrial development on lands not within the Town's Municipal Boundary, should be directed to those areas identified as Future Business Area in the Future Development Scenario (see Figure 5)."

Policy 2.5.2 be amended to state "Notwithstanding Policy 2.4.1, single-lot commercial and industrial development may be approved within the Predominantly Agricultural Lands (see Figure 5) provided that the following criteria are met:

a) The site is located along, or near, a transportation route such as a provincial highway, or a developed roadway."

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

AGAINST: None.

CARRIED

Resolution No. 215.10.24

Moved by Councillor Peterson

THAT Council give Second Reading to Bylaw No. 24-15 being a bylaw to adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan as amended:

Policy 2.3.2 be amended to state "The development of new or expansion of existing Confined Feeding Operations (CFOs) or stand-alone manure storage facilities within the plan area shall not be supported."

Policy 2.4.1 be amended to state "Future commercial and industrial development on lands not within the Town's Municipal Boundary, should be directed to those areas identified as Future Business Area in the Future Development Scenario (see Figure 5)."

Policy 2.5.2 be amended to state "Notwithstanding Policy 2.4.1, single-lot commercial and industrial development may be approved within the Predominantly Agricultural Lands (see Figure 5) provided that the following criteria are met:

a) The site is located along, or near, a transportation route such as a provincial highway, or a developed roadway."

WITHDRAWN

8.2. East Pine Road Closure Bylaw No. 23-11

Resolution No. 219.10.24

Moved by Councillor Langmaid

THAT Council give Second Reading to the East Pine Road Closure Bylaw No. 23-11.

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

AGAINST: None.

CARRIED

Resolution No. 220.10.24

Moved by Councillor Peterson

THAT Council give Third Reading to the East Pine Road Closure Bylaw No. 23-11 (in which Registration through Alberta Land Titles may occur).

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

AGAINST: None.

CARRIED

8.3. Offsite Levy Bylaw No. 24-17

Resolution No. 221.10.24

Moved by Councillor Wiley

THAT Council give First Reading to Bylaw 24-17, being the Offsite Levy Bylaw;

AND THAT Council direct Administration to schedule a Public Hearing for November 6, 2024 at 7:00 p.m. in Council Chambers.

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

AGAINST: None.

CARRIED

9. BUSINESS

9.1. Gas Franchise Fee Advertising Requirement

9.2. 2024 Capital Budget Amendment – Municipal Enforcement Patrol Vehicle

The following motion was adopted by the consent agenda:

THAT Council approve the transfer of \$60,000 from the Capital Fire Reserve for the purchase of an Incident Command vehicle from the Municipal Enforcement department;

AND THAT Council further approve the use of the \$60,000 funds within Municipal Enforcement for the purchase of a previously owned Municipal Enforcement patrol vehicle.

10. COUNCILLOR INFORMATION & INQUIRIES

10.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

None.

10.2. BOARD AND COMMITTEE REPORTS

10.2.1. Wheatland Housing Management Body Meeting Minutes – June 27, 2024

10.2.2. WADEMSA Report – September 16, 2024

Resolution No. 222.10.24

Moved by Councillor Langmaid

THAT Council accept the WADEMSA Report – September 16, 2024 for information, as presented.

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

AGAINST: None.

CARRIED

10.2.3. WREMP – April 25, 2024 – Unapproved Meeting Minutes

10.2.4. WREMP – September 12, 2024 – Unapproved Meeting Minutes

10.3. QUESTION AND ANSWER PERIOD

10.3.1 Alberta Municipalities Conference

Councillor Wegener shared that Mayor Fule, Councillor Montgomery and Councillor Wegener attended the Alberta Municipalities Conference in Red Deer.

10.4. ADMINISTRATIVE INQUIRIES

None.

10.5. NOTICES OF MOTION

None.

11. CORRESPONDENCE

11.1. Letter from Minister Nixon – Re: Wheatland Lodge and Hospice Project

12. CLOSED MEETING

Resolution No. 223.10.24

Moved by Councillor Langmaid

THAT Council move In Camera to discuss items related to section 24(1)(b)(i) and 24(1)(a) of the *Freedom of Information and Protection of Privacy Act* at 7:21 p.m.

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

AGAINST: None.

CARRIED

12.1. Wheatland Housing Management Body (WHMB) Request – Advice from officials – FOIP S. 24(1)(b)(i)

12.2. Advocacy Item (Letter from Province) – Advice from officials – FOIP S. 24(1)(a)

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

12.4. Council Dialogue – Advice from officials – FOIP S. 24(1)(b)(i)

Resolution No. 224.10.24

Moved by Councillor Peterson

THAT Council move out of Camera at 9:30 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 225.10.24

Moved by Councillor Wegener

THAT Council direct Administration to prepare a letter responding to Wheatland Housing Management Body, as discussed In Camera during 12.1 - Wheatland Housing Management Body (WHMB) Request;

AND THAT Administration bring this letter to the October 16, 2024 Regular Council Meeting for Council's consideration.

FOR: Mayor Fule, Councillor Langmaid, Councillor Peterson, and Councillor Wegener

AGAINST: Councillor Wiley

CARRIED

Resolution No. 226.10.24

Moved by Councillor Langmaid

THAT Council direct Administration to complete the carbon tax feedback survey sent by the Province no later than the October 9, 2024 deadline.

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

AGAINST: None.

CARRIED

13. ADJOURNMENT

Mayor Fule adjourned the October 2, 2024 Regular Council Meeting at 9:37 p.m.

Mayor

Director of Strategic, Administrative,
and Financial Services



Request for Decision

To: Council

Staff Contact: Kara Rusk, Director of Strategic, Administrative, and Financial Services

Date Prepared: October 9, 2024

Meeting Date: October 16, 2024

SUBJECT: **Alberta Municipalities Energy Program - 2027 Natural Gas Agreement (NatGas+)**

RECOMMENDATION: THAT Council authorize the Chief Administrative Officer to sign the Alberta Municipalities Natural Gas Agreement, as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The Town is continuously looking at ways to reduce expenses and ensure responsible spending. Entering into lower and predictable rates for natural gas delivers on Financial Sustainability.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

The Town's current natural gas contract ends on December 31, 2026. This agreement is forward looking for gas purchases January 1 - December 31, 2027.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

For 2027, this agreement would provide the Town with the benefit of a larger buying power of natural gas – price would yet to be determined – with an administration fee of \$0.05/GJ “Procurement Fee” payable to AMSC.

POLICY:

N/A

IMPLEMENTATION:

If approved, Administration will arrange for signatures and provide the signed agreement to Alberta Municipalities.

BACKGROUND:

Alberta Municipalities is running a 2025-2027 natural gas aggregation, referred to as NatGas+, for municipal and not-for-profit members who have contracts that end before December 2027.

As the Town of Strathmore's current natural gas contract expires December 2026, the Town is eligible to participate in the program for the 2027 calendar year.

Alberta Municipalities will be posting an RFP to numerous Wholesale Suppliers and Banks that have Natural Gas positions. When bids are in, they will select the lowest price for each year of the bid. The RFP will be finalized in late October and all contracts must be signed by early November.

Product: Up to 3 Year term, fixed-price gas (block)

Current market price expectation: between \$2.85 – \$3.35/GJ

Max price: \$3.50 – If the RFP bids are above this max price Alberta Municipalities will attempt another RFP with favorable market conditions, If they do not secure a rate of \$3.5 or lower, we have the option of opting out.

Fees:

- Retail Service Charge: \$0.2 per GJ on usage (subject to a \$20 per site min)
- Procurement Fee: \$0.05 per GJ on contracted volumes

Currently, the Town's hedging is at 5.37/GJ. Therefore, this would offer the Town significant savings, provided that Alberta Municipalities can find a successful proponent under the RFP.

Administration received this agreement for Council's consideration on October 10, 2024. The deadline to receive the signed participation agreement is October 16, 2024, should Council wish to proceed.

KEY ISSUE(S)/CONCEPT(S):

Consideration into entering into this agreement with Alberta Municipalities for a natural gas aggregation being developed for members as a part of their Energy Program.

DESIRED OUTCOMES:

For Council to authorize the Chief Administrative Officer to sign the Alberta Municipalities Natural Gas Agreement, as presented in Attachment I.

COMMUNICATIONS:

Administration will advise Alberta Municipalities of Council's decision.

ALTERNATIVE ACTIONS/MOTIONS:

Council may choose to not proceed with the proposed agreement.

ATTACHMENTS:

[Attachment I: NatGas+ Agreement - Town of Strathmore](#)

[Attachment II: Town of Strathmore Procurement Recommendation](#)

Leana Ashbacher, Senior Manager of Financial Services

Approved
- 10 Oct
2024

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

Approved
- 10 Oct
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 10 Oct
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 11 Oct
2024

NatGas+

Agreement

Between:

Alberta Municipal Services Corporation (AMSC)

AND

Town of Strathmore



NatGas+ AGREEMENT

BETWEEN:

THE ALBERTA MUNICIPAL SERVICES CORPORATION
(a corporation duly incorporated in the Province of Alberta)
(hereinafter "**AMSC**")

OF THE FIRST PART
-and-

Town of Strathmore
(hereinafter "**Participant**")

OF THE SECOND PART

INTRODUCTION:

- A. AMSC is a subsidiary of the Alberta Urban Municipalities Association ("**Alberta Municipalities**"), an organization which represents municipalities within Alberta;
- B. AMSC provides services to members of Alberta Municipalities including retail natural gas pursuant to the terms of a retail services agreement, a form of which is attached to this Agreement as Schedule "C" (the "**Retail Services Agreement**").
- C. AMSC will be administering a procurement process to secure a Natural Gas Purchase on behalf of the Aggregated Customers (the "**Procurement**");
- D. The Parties recognize that a collective purchasing approach to the procurement of fixed price natural gas may (the "**Objectives**"):
 - a) allow for a reduction in natural gas pricing from increased buying power and removing layers of intermediaries which may result in reduced costs for Aggregated Customers;
 - b) allow for more stable budgeting for Aggregated Customers due to the fixed-price nature of the procurement, reducing risk to Aggregated Customers arising from volatile natural gas prices;
 - c) result in enhanced administrative efficiency for Aggregated Customers due to shared transaction costs, and for suppliers of natural gas in reducing the number of separate commercial transactions.
- E. The Participant wishes to participate in the Procurement as an Aggregated Customer to achieve the Objectives;
- F. The Participant has received all necessary authorizations, and passed the necessary by-laws or resolutions, as the case may be, to permit the Participant to enter into this Agreement and to participate in the Procurement as an Aggregated Customer in accordance with the provisions of this Agreement (the "**Approval Documents**");
- G. The Participant has indicated its intent to participate in the Procurement to AMSC and AMSC has accepted the Participant's participation in the Procurement;
- H. The Parties wish to enter into this NatGas+ Agreement ("**Agreement**") setting forth their respective obligations concerning their involvement in the Procurement and the Natural Gas Purchase.

In consideration of the mutual terms and conditions contained in this Agreement, the Parties agree as follows:

1. DEFINITIONS

- 1.1. Capitalized words and phrases, whenever used in this Agreement, have the meanings set out in Schedule "A" to this Agreement.

2. PARTICIPATION IN PROCUREMENT

- 2.1. The Participant acknowledges and agrees that in entering into this Agreement it is agreeing to participate in the Procurement and the Participant's participation in the Procurement is at the discretion of AMSC.
- 2.2. In order to participate in the Procurement, the Participant must meet the following criteria:
 - a) The Participant is a MUSH Sector Entity;
 - b) The Participant is a member of Alberta Municipalities; and,
 - c) AMSC has, in its sole discretion, approved the Participant's participation in the Procurement.
- 2.3. The Participant represents and warrants that it is eligible to participate in the Procurement.

3. SCOPE OF SERVICES

- 3.1. The Procurement Services to be performed by AMSC include:
 - a) conducting a Procurement via the Alberta Purchasing Connection portal for a Natural Gas Purchase on behalf of Aggregated Customers including the Participant;
 - b) entering into negotiations with those proponents that submitted proposals in response to the Procurement that AMSC has deemed, in its sole discretion, to be the most suitable to meet the Aggregated Customers' Natural Gas Requirements; and,
 - c) entering into a Contract with the Selected Supplier(s) setting out the terms and conditions for the Natural Gas Purchase to be managed by AMSC through the Retail Services Agreement.
- 3.2. AMSC will not be obligated to complete the Procurement Services if it determines in its discretion that:
 - a) there is not a sufficient number of Aggregated Customers or the Aggregated Customers' Natural Gas Requirements are not sufficient to warrant conducting the Procurement; or

- b) there are no suitable proposals submitted in response to the Procurement; or
 - c) AMSC was unable to negotiate a suitable Contract with a Selected Supplier.
- 3.3. In the event that AMSC does not enter into a Contract with a Selected Supplier, AMSC will notify the Aggregated Customers of the inability to complete the Procurement Services and that this Agreement and the Retail Services Agreement (in so far as it relates to this Agreement) are terminated and neither Party will have any further obligation or liability to the other in respect of either this Agreement or the Retail Services Agreement (in so far as it relates to this Agreement). For clarity, nothing in this Section 3.3 shall have the effect of terminating the Retail Services Agreement between AMSC and the Participant in relation to any other services that AMSC provides to the Participant.
- 4. SCOPE OF AUTHORITY**
- 4.1. In performing the Procurement Services, AMSC is authorized to enter into a Contract to meet the Natural Gas Requirement of the Participant for the Natural Gas Term provided that the price for any equivalent period of time does not exceed the Natural Gas Maximum Price.
- 4.2. Should AMSC be successful in procuring a Natural Gas Purchase, AMSC will charge the Participant for natural gas purchased under this Section in accordance with the terms of the Retail Services Agreement.
- 4.3. The Participant acknowledges and agrees that the Natural Gas Purchase Price is dependent on the outcome of the Procurement conducted by AMSC and the resulting Contract with the Selected Supplier(s). AMSC has complete authorization and discretion to agree to a Natural Gas Purchase Price, provided that AMSC will be required to select the lowest price or combination of prices that result in the lowest equivalent price subject to acceptable risk protection to achieve the Aggregated Customers' Natural Gas Requirements, to be determined by AMSC in its sole discretion, that is less than or equal to the Natural Gas Maximum Price.
- 4.4. Once a Contract is signed with the Selected Supplier(s), the Natural Gas Purchase Price will be recorded in a Transaction Confirmation under the Retail Services Agreement and provided to the Participant.
- 4.5. Notwithstanding the foregoing, the Participant acknowledges and agrees that AMSC may determine that no acceptable responses have been received in accordance with the Procurement and AMSC is not obligated to enter into a Contract if there are no acceptable responses.
- 5. OBLIGATIONS OF AMSC**
- 5.1. AMSC will:
- a) perform the Procurement Services in accordance with the terms of this Agreement, for and on behalf of the Participant;
 - b) use reasonable marketing efforts in AMSC's discretion to attract Aggregated Customers in order to secure the benefits of a lower Natural Gas Purchase Price;
 - c) perform market research and other due diligence as required to perform the Procurement Services;
 - d) honestly and diligently perform the Procurement Services in good faith and at all times exercise the professionalism, care, diligence, and skill that a reasonably prudent person would exercise in comparable circumstances;
 - e) keep the Participant informed as to the status of the Procurement, at the Participant's request;
 - f) provide notification of the outcome of the Procurement and resulting Natural Gas Purchase Price;
 - g) deliver a copy of the fully executed Agreement to the Participant, with the Effective Date noted thereon; and,
 - h) comply with all Applicable Law.
- 5.2. Notwithstanding that the Term of this Agreement will continue until the end of the Natural Gas Term, AMSC's obligation to perform the Procurement Services hereunder shall be complete and AMSC shall have no further obligation to the Participant in respect of the Procurement Services once AMSC enters into a Contract with the Selected Supplier(s).
- 6. OBLIGATIONS OF THE PARTICIPANT**
- 6.1. The Participant will:
- a) obtain all required authorizations and Approval Documents to enter into this Agreement and as may be requested from time to time;
 - b) provide to AMSC all information required to allow AMSC to perform the Procurement Services, as may be requested by AMSC, including details regarding the Participant's Natural Gas Requirement;
 - c) enter into the Retail Services Agreement and utilize AMSC as its exclusive Retailer of natural gas throughout the Natural Gas Term; and,
 - d) comply with all Applicable Law.
- 7. FEES AND CONSIDERATION**
- 7.1. In exchange for the provision of the Procurement Services, the Participant agrees to pay AMSC a program administration fee of \$0.05/GJ (the "**Procurement Fee**"), to be added to the Natural Gas Purchase Price for the Natural Gas Term and recovered in accordance with the terms of the Retail Services Agreement.
- 8. SUBCONTRACTORS**
- 8.1. AMSC may engage or retain the services of any agent, contractor or other third party for purposes of providing the Procurement Services hereunder, provided such agent, contractor or third party is bound by all covenants and obligations of AMSC under this Agreement as they relate to the services being provided by such agent, contractor or third party.
- 8.2. The use of any agents, contractors or other third party by AMSC shall in no way relieve AMSC from its responsibility and obligation to provide the Procurement Services in accordance with the terms of this Agreement.
- 9. INFORMATION**
- 9.1. All data and information, regardless of the format, provided by the Participant under this Agreement ("**Participant Information**") will remain the sole property of the Participant. AMSC will not disclose, use, sell, or provide Participant Information to any person, firm or entity for any purpose not required to give effect to this Agreement or the Retail Services Agreement except as required under Applicable Law.
- 9.2. All data and information, regardless of the format, provided by AMSC to the Participant under this Agreement (the "**AMSC Information**") will remain the sole property of AMSC. The Participant will not disclose, use, sell or provide AMSC Information to any person, firm or entity for any purpose not

required to give effect to this Agreement or the Retail Services Agreement except as required under Applicable Law.

10. REPRESENTATIONS AND WARRANTIES

- 10.1. AMSC represents and warrants to the Participant:
- a) it is duly incorporated and will remain in good standing at all times during the performance of the Procurement Services;
 - b) it has the resources and experience to provide the Procurement Services to the Participant; and,
 - c) all necessary actions have been taken by AMSC to offer the Procurement Services to the Participant and to enter into this Agreement.
- 10.2. The Participant represents, warrants and covenants to AMSC that:
- a) all necessary actions have been taken by the Participant, and all necessary Approval Documents have been obtained by the Participant, to accept the Procurement Services of AMSC and to enter into this Agreement;
 - b) all information submitted by the Participant to AMSC in connection with the Procurement Services is true and correct;
 - c) the Participant has and will at all times throughout the Term keep in strict confidence all information shared by AMSC including, without limiting the generality of the foregoing, this Agreement, the Natural Gas Purchase, the Natural Gas Purchase Price, marketing or sales materials, correspondence, or the like;
 - d) the Participant acknowledges and agrees that AMSC is not acting as a fiduciary or financial, investment or commodity trading advisor for the Participant and has not given the Participant (directly or indirectly through any other person) any assurance, guarantee or representation whatsoever as to the merits of this Agreement or the expected performance or result of this Agreement.

11. LIMITATION ON DAMAGES

- 11.1. In no event shall AMSC be liable to the Participant for:
- a) special, incidental or consequential damages; or
 - b) loss of sales, profits, production or output or loss of contracts or business interruptions; or
 - c) punitive damages; arising out of, or in connection to, this Agreement and AMSC's provision of the Procurement Services, however caused.

12. TERMINATION

- 12.1. The Participant may terminate this Agreement at any time, upon providing thirty (30) days' written notice to AMSC and paying the applicable Termination Fee set out in Section 12.2.
- 12.2. If the Participant terminates this Agreement:
- a) before AMSC conducts a Procurement for the Participant's Natural Gas Requirement, the Participant must pay AMSC a Termination Fee equal to the Procurement Fee multiplied by the Participant's Natural Gas Requirement for the first twelve (12) months of the Natural Gas Term;
 - b) at any time after AMSC conducts a Procurement for the Participant's Natural Gas Requirement, the Participant must pay AMSC a Termination Fee, calculated as the sum of the Procurement Fee and the Natural Gas

Purchase Price multiplied by the Participant's total remaining Natural Gas Requirement over the Natural Gas Term.

- 12.3. AMSC may terminate this Agreement without penalty at any time before AMSC enters into a Contract with the Selected Supplier(s), upon providing thirty (30) days' written notice to the Participant.
- 12.4. AMSC may terminate this Agreement at any time after AMSC enters into a Contract with the Selected Supplier(s) in accordance with the terms of the Retail Services Agreement.
- ## **13. NOTICES**
- 13.1. All notices required under this Agreement must be in writing and delivered by registered mail, email, or fax to the following address:
- a) To AMSC at:
Alberta Municipal Services Corporation
Attention: Senior Director, Utility Services
Address: #300, 8616 51 Ave NW
Edmonton, AB, T6E 6E6
Email: energy@abmunis.ca
 - b) To the Participant:
Attention: Kevin Scoble
Address: PO BOX 2280
1 Parklane Drive, Strathmore, AB T1P 1K2
Email: kevin.scoble@strathmore.ca
Notices sent by registered mail will be deemed to have been received five (5) days after the date of mailing, provided there is no interruption in the postal service, in which case notice must be delivered by one of the other methods.
- 13.2. Notices sent by fax or e-mail shall be deemed to have been received on the Business Day following the date of transmission or delivery, as applicable.
- 13.3. Either Party may amend its address for notice by providing written notice to the other in accordance with this Section.
- ## **14. GENERAL**
- 14.1. All of the Schedules referred to in this Agreement are incorporated into and form part of this Agreement.
- 14.2. This Agreement and attached Schedules contain the entire understanding between the Parties and supersedes all prior negotiations, discussions, undertakings and agreements between the Parties regarding the Natural Gas Purchase and the Procurement.
- 14.3. This Agreement may only be altered or amended by an agreement in writing, signed by both Parties.
- 14.4. No waiver of any provision of this Agreement will be effective unless it is in writing and signed by the Parties.
- 14.5. This Agreement may only be assigned by the Participant with written consent from AMSC, provided that, such consent will not be required where the assignment results from the dissolution of a municipality in accordance with the *Municipal Government Act*. The Customer shall be and remain liable for all obligations to AMSC pursuant to this Agreement until such time as AMSC releases the Customer in writing.
- 14.6. AMSC may assign this Agreement without consent to an entity of similar or better capability and capacity, as determined by AMSC in its discretion acting reasonably, on the provision of thirty (30) days' notice. Upon such assignment, the assignee shall have all of the rights, duties, powers, privileges and liabilities which AMSC had

- prior to such assignment and upon such assignment AMSC shall be released from any and all liability pursuant to this Agreement.
- 14.7. If there is any conflict or inconsistency between the terms of this Agreement and the terms of the Retail Services Agreement, the terms of this Agreement shall prevail.
- 14.8. This Agreement will be interpreted and governed by the laws of the Province of Alberta and of Canada as amended from time to time.
- 14.9. Any legal proceedings arising directly or indirectly out of this Agreement will be litigated in the City of Edmonton in the Province of Alberta.
- 14.10. Each provision of this Agreement must be interpreted in a way that is valid under Applicable Law. If any of the provisions are held to be invalid, the remainder of the Agreement will remain in full effect.
- 14.11. Any obligations and duties which by their nature extend beyond the expiration or termination of this Agreement shall survive any expiration or termination and remain in effect.
- 14.12. This Agreement shall be for the benefit of and binding upon the successors and permitted assigns of the Parties.
- 14.13. This Agreement may be signed in one or more counterparts, and each counterpart will be considered an original. All of the counterparts will be considered one document, and will become a binding agreement when one or more counterparts have been signed by each of the Parties and delivered to each other.

ACKNOWLEDGED AND AGREED by the Parties as of the Effective Date.

Participant

Per: _____

Name: Kevin Scoble

Title: Chief Administrative Officer

Date _____

AMSC

Per: _____

Name: Dan Rude

Title: Chief Executive Officer

Date _____

SCHEDULE “A” DEFINITIONS

- a) “**Act**” means the *Gas Utilities Act*, RSA 2000, c G-5, as amended;
- b) “**Aggregated Customers**” means the Participant together with other MUSH Sector Entities that agree to participate in the Procurement for a Natural Gas Purchase and execute this NatGas+ Agreement with AMSC;
- c) “**Aggregated Customers’ Natural Gas Requirements**” means the aggregate of the Natural Gas Requirement for all of the Aggregated Customers;
- d) “**Agreement**” means this NatGas+ Agreement and attached Schedules, as amended from time to time in accordance with Section 14.3;
- e) “**Alberta Municipalities**” has the meaning given to it in the recitals to this Agreement;
- f) “**AMSC**” means the Alberta Municipal Services Corporation;
- g) “**AMSC Information**” has the meaning given to it in Section 9.2;
- h) “**Applicable Law**” means all applicable laws, rules and regulations including, without limitation, all relevant legislation, regulations, bylaws, and ordinances;
- i) “**Approval Documents**” has the meaning given to it in the recitals to this Agreement;
- j) “**Business Day**” means a day other than a Saturday, Sunday or statutory holiday in the Province of Alberta;
- k) “**Contract**” means a contract with the Selected Supplier(s) for the Natural Gas Purchase executed by AMSC for the benefit of Aggregated Customers;
- l) “**Effective Date**” means the date on which AMSC executes this Agreement as noted by AMSC’s signing line;
- m) “**GJ**” means 1,000,000,000 joules;
- n) “**MUSH Sector Entity**” means a municipal corporation in the Province of Alberta, municipal organizations, school boards, and publicly-funded academic, health, and social service entities as well as any corporation or entity owned, controlled or financially-guaranteed by one or more of the preceding entities;
- o) “**Natural Gas Maximum Price**” means \$3.50 / GJ;
- p) “**Natural Gas Purchase**” means the procurement of natural gas to be supplied to the Participant on a physical basis from the Selected Supplier(s) who will flow the natural gas on the TransCanada Pipeline (NGTL);
- q) “**Natural Gas Purchase Price**” means the fixed price, in \$/GJ, of natural gas to be supplied by the Selected Supplier(s) under the Contract;
- r) “**Natural Gas Requirement**” means the volume of natural gas, in GJs, to be procured by AMSC on behalf of the Participant over the Natural Gas Term, as set out in Schedule “B” to the Agreement;
- s) “**Natural Gas Term**” means the period between the “Deal Start Date” and the “Deal End Date”, as specified in the Natural Gas Product Table in Schedule “B” to this Agreement;
- t) “**Objectives**” has the meaning given to it in the recitals to this Agreement;
- u) “**Participant Information**” has the meaning given to it in Section 9.1;
- v) “**Party**” means either AMSC or the Participant (as the context may require) and “**Parties**” means both AMSC and the Participant;
- w) “**Procurement**” has the meaning given to it in the recitals to this Agreement;
- x) “**Procurement Fee**” has the meaning given to it in Section 7.1;
- y) “**Procurement Services**” means all of the services performed by AMSC, for and on behalf of the Participant, as set out in Section 3.1, and any functions necessary and incidental to the performance of those services;
- z) “**Retail Services Agreement**” means the form of agreement attached as Schedule “C” to this Agreement;
- aa) “**Retailer**” has the meaning set out in the Act;
- bb) “**Selected Supplier**” means the person(s) with whom AMSC has entered into a Contract for the Natural Gas Purchase for the Aggregated Customers’ Natural Gas Requirements, in accordance with the Procurement process outlined in Section 3;
- cc) “**Term**” means the period from the Effective Date to the end of the Natural Gas Term;
- dd) “**Termination Fee**” means the fee payable by the Participant if the Participant elects to terminate this Agreement, calculated in accordance with Section 12.2.

SCHEDULE “B”

Natural Gas Requirement – Town of Strathmore

Natural Gas Product Table:

Product	Deal Start Date	Deal End Date
Fixed Price Natural Gas	January 1, 2027	December 31, 2027

NatGas+ Volumes Table (GJs)

Month	2027
January	4,100
February	3,200
March	3,350
April	2,000
May	1,450
June	850
July	500
August	900
September	700
October	2,250
November	2,750
December	3,300
Total (GJs)	25,350

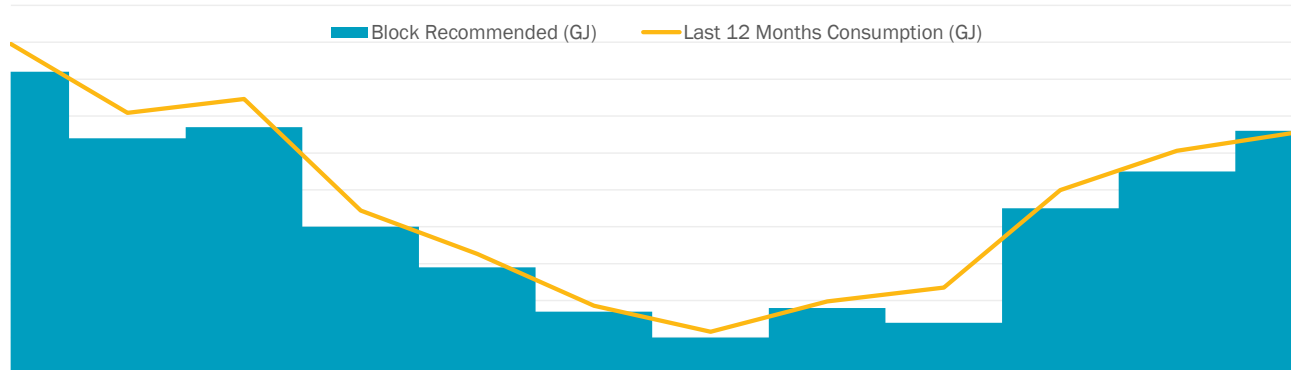
SCHEDULE “C” RETAIL SERVICES AGREEMENT

NatGas+ Recommended Natural Gas Requirements - Town of Strathmore

Customer Annual Usage - Gas

28,076 GJ

Below is the procurement recommendation for the Town of Strathmore



The **yellow line** represents your recent actual daily gas usage. This includes all active sites, as well as any additional bill accounts associated with your contract (see page 2). The **blue** area represents AMSC's initial recommended block.

This recommended block will cover 25,350 GJ, 90% of your historical annual usage.

	GJs	Avg. Coverage Ratio
Fixed Price Hedge	25,350 GJ	90%

These are the volumes that have been included in your NatGas+ Agreement and will be purchased on your behalf for a term starting Jan 1, 2027.

If you have any questions regarding the recommendation above, or would like to suggest revisions due to expected updates to your sites and/or bill accounts, please contact energy@abmunis.ca and one of our analysts will assist you.

Thank you for your support of the ABmunis Energy Program.

300 - 8616 51 Avenue, Edmonton, AB T6E 6E6
 Phone: 780-433-4431
 Email: energy@abmunis.ca

Site List - Town of Strathmore

Bill Account Name	Bill Account #
Town of Strathmore	

Bill Account #	Site Id	Site Description	Site Address
	0003036455057		132 ORCHARD WAY
	0003038990035		A-720 WESTLAKE RD
	0003039527774		101 WILDFLOWER RD
	0003047686140		1 PARKLANE DR
	0003087224712		6 BAYSIDE PL
	0003204067415		720 WESTLAKE RD
	0003208695880		130 BRENT BLVD
	0003368620048		718 WESTLAKE RD
	0003395975166		A-100 HUXTED WAY
	0003441082372		161 PARKLANE DR
	0003629532465		940 WESTMOUNT DR
	0003634055610		85 LAKESIDE BLVD
	0003808718812		160 BRENT BLVD
	0003903376616		196 STRATHAVEN DR
	0003960179414		721 LAKESIDE BLVD
	0003997073014		301 HILLVIEW RD



Request for Decision

To: Council

Staff Contact: Kara Rusk, Director of Strategic, Administrative, and Financial Services

Date Prepared: October 8, 2024

Meeting Date: October 16, 2024

SUBJECT: Wheatland Housing Management Body (WHMB) - Response Letter

RECOMMENDATION: THAT Council authorize Mayor Fule to sign the WHMB Response Letter, dated October 16, 2024, as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

Council has identified Affordable Housing, Community Wellness and Financial Sustainability as three strategic priorities, all which require consideration in review of WHMB's needs.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

N/A

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

Requisitioned municipalities are legally obligated to pay expenses (as part of the requisition) under the Alberta Housing Act section 7(1)(a). The options that are proposed in the letter are intended to balance the best interests of taxpayers while respecting the requirements in the Provincial legislation.

POLICY:

Management Body Operations and Administration Regulation

Application — sections 22 and 23

21.1 Sections 22 and 23 apply to a management body in respect of social housing accommodation provided by the management body other than lodge accommodation.

Limits on reserve funds — lodge accommodation

23.1(1) This section applies to a management body in respect of lodge accommodation provided by the management body.

- (2) In this section and section 24, "requisitioned municipalities" means the municipalities requisitioned by a management body under section 7 of the Act.
- (3) A board may create a reserve fund only with the prior approval of the requisitioned municipalities.
- (4) The requisitioned municipalities may, in accordance with subsection (5),
 - (a) establish limits on the aggregate amounts that may be held in capital reserve funds or operating reserve funds, and
 - (b) provide for the disposition, transfer or allocation of all or any portion of the funds of the management body in excess of the amounts referred to in clause (a).
- (5) Subject to subsection (6), the requisitioned municipalities may determine the manner in which the requisitioned municipalities are to decide or vote on an approval under subsection (3) or a matter under subsection (4).
- (6) If the requisitioned municipalities are unable to make a determination under subsection (5), the approval or matter must be decided by a majority vote of the requisitioned municipalities.
- (7) A management body shall provide to a requisitioned municipality on request
 - (a) copies of the operating budget or capital budget adopted by the board for the fiscal year in which the request is made, and

- (b) any other information the requisitioned municipality may require relating to the maintenance and operation of the capital reserve funds or operating reserve funds.

Exceptions

- 24(1) Notwithstanding sections 22 and 23, where in a year the Minister provides financial assistance under the Act to a management body and one or more municipalities have made payments to the management body under section 8 of the Act, the Minister and a majority of the municipalities may agree to a disposition of surplus that is different from how the surplus would be treated under sections 22 and 23.
- (2) Notwithstanding section 23.1, where in a year one or more requisitioned municipalities have made payments to a management body under section 7 of the Act, a majority of the requisitioned municipalities may agree to a disposition of the excess funds referred to in section 23.1(4)(b) that is different from how the excess funds would be treated under section 23.1.

IMPLEMENTATION:

If approved, Administration will have signed by the Mayor and facilitate sending the letter to the Wheatland Housing Management Body Board of Directors.

BACKGROUND:

The Town received a letter from the Wheatland Housing Management Body requesting approval from all member municipalities to create a Capital Reserve Fund. During the October 2, 2024 Regular Council Meeting, Council discussed possible replies and requested that Administration draft a letter of response for review.

KEY ISSUE(S)/CONCEPT(S):

Questions posed by the WHMB Board of Directors, with proposed answers:

1. Does your municipal council approve WHMB to have a Capital Reserve Fund for the existing Lodge?

Answer: The Town of Strathmore would prefer that the WHMB look at establishing a Repair, Maintain and Replace Fund as a Capital Reserve. As part of the establishment of this fund, Council is requesting that the purpose of the funds is identified to support with transparency and set parameters for funds to be leveraged for their original, intended purpose.

2. How would your municipality prefer to vote for WHMB's request approving a Capital Reserve Fund?

Answer: When deciding on future WHMB financial requests, votes should be determined by a formula similar to that of current board membership and weighted based on the contributions of a municipality. Strathmore would also like the opportunity to bring all capital requests to Regular Council Meetings to be discussed openly prior to being voted on. This gives more visibility and ensures additional clarity can be given in a public forum.

3. Would your municipal council consider WHMB's request to use the current money set aside in the Capital Reserve Fund to pay for the roof replacement? The total cost for the roof is \$533,478.75 plus a contingency fund of \$50,000. If agreed by all councils, the current amount if all municipalities contribute to the previous requisitioned reserve amount, would cover the cost of the roof.

Answer: Strathmore Town Council supports WHMB's request to use the money set aside in WHMB's current Capital Reserve Fund to pay for the replacement of the roof on the existing lodge. The Town was previously requisitioned for this item and completed payment in early 2024.

4. What does your council consider a responsible limit for the reserve fund? & 5. Considering the Capital Maintenance List provided, would a limit of \$1,000,000 (one million dollars) be suitable for a capital reserve fund? If not, please explain why.

Answer: After considering the Capital Maintenance List provided, Council recommends establishing a procedure that would send requisitions to the member municipalities based on equalized assessments. Strathmore Town Council supports plans that provide predictability for residents. As the list was forward looking to 2037, it would be Strathmore's desire for the WHMB to take the total capital amount predicted and ensure even requisition distribution over the next 13 years to smooth out payments for all. If WHMB needs to add an item to their capital plan items, we would recommend presenting requests to each municipality formally at a Council meeting for approval.

DESIRED OUTCOMES:

For Council to authorize Mayor Fule to sign the WHMB Response Letter, dated October 16, 2024, as presented in Attachment I.

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

Council may provide Administration with further direction and alternate copy for the letter.

ATTACHMENTS:

[Attachment I: Wheatland & Area Hospice Society Funding Questions - Draft Response](#)

Johnathan Stratthdee, Manager of Legislative Services

Approved
- 11 Oct
2024

Leana Ashbacher, Senior Manager of Financial Services

Approved
- 11 Oct
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 11 Oct
2024

To:
Board of Directors
Wheatland Housing Management Body
76, 2nd Street
Strathmore, AB T1P 1J8

Sent Via Email: CAO@WHMB.ca

Dear Wheatland Housing Management Body, Board of Directors:

On behalf of Strathmore Town Council, I'd like to respond to your letter, dated June 28, 2024, requesting approval from all member municipalities to create a Capital Reserve Fund for the Wheatland Housing Management Body (WHMB).

Recognizing that requisitioned municipalities are legally obligated to pay expenses (as part of the requisition) under the Alberta Housing Act section 7(1)(a), we would like to propose options that balance the best interests of taxpayers while respecting the requirements in the Provincial legislation.

Regarding a Capital Reserve Fund, the Town of Strathmore would prefer that the WHMB look at establishing a *Repair, Maintain and Replace Fund* as a Capital Reserve. As part of the establishment of this fund, Council is requesting that the purpose of the funds is identified to support with transparency and set parameters for funds to be leveraged for their original, intended purpose.

Strathmore Town Council supports WHMB's request to use the money set aside in WHMB's current Capital Reserve Fund to pay for the replacement of the roof on the existing lodge. The Town was previously requisitioned for this item and completed payment in early 2024.

When deciding on future WHMB financial requests, votes should be determined by a formula similar to that of current board membership and weighted based on the contributions of a municipality. Strathmore would also like the opportunity to bring all capital requests to Regular Council Meetings to be discussed openly prior to being voted on. This gives more visibility and ensures additional clarity can be given in a public forum.

After considering the Capital Maintenance List provided, Council recommends establishing a procedure that would send requisitions to the member municipalities based on equalized assessments. Strathmore Town Council supports plans that provide predictability for residents. As the list was forward looking to 2037, it would be Strathmore's desire for the WHMB to take the total capital amount predicted and

ensure even requisition distribution over the next 13 years to smooth out payments for all. If the WHMB needs to add an item to their capital plan items, we would recommend presenting requests to each municipality formally at a Council meeting for approval.

It is important to our community that there is adequate care and services for aging populations in our region. We also want to recognize WHMB's commitment to sustainable operations, thank you for the opportunity to engage in the conversation and provide feedback.

If you have questions, or require additional information, please do not hesitate to contact our offices at 403-934-3133 or by email at lsadmin@strathmore.ca.

Sincerely,

Pat Fule
Mayor, Town of Strathmore



Report for Council

To: Council

Staff Contact: Mark Pretzlaff, Director of Community and Protective Services

Date Prepared: September 24, 2024

Meeting Date: October 16, 2024

SUBJECT: Animal Control Shelter Capacity

RECOMMENDATION: Information for Council.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

As part of its Strategic Plan, Council has prioritized the maintenance, protection, and improvement of Community Wellness services that support optimum lifestyles for residents of Strathmore.

Animal control and available access to essential infrastructure for animal boarding and control are vital to public safety and overall community health and wellness. The Town's existing animal shelter (pound) has limited kennel capacity and ensuring space is available should a stray, lost, abandoned, or surrendered animal need to be housed is integral for the operations of the Municipal Enforcement department.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

While the Town's current animal shelter (pound) would be an ideal central location for an animal rescue organization, the current footprint is not large enough to support both an animal rescue organization and for suitable kenneling options for the Municipal Enforcement department.

Access and availability of an animal shelter is crucial to maintaining the existing service level for the community. 24-hour access for animal sheltering is necessary to ensure that Town residents will continue to have a facility that can safely house animals.

ORGANIZATIONAL:

Municipal Enforcement staff have already met with and held subsequent phone meetings with the prospect animal rescue organization representatives regarding their proposed animal boarding/rescue concept as it relates to the needs of the municipality and the Town owned kennel.

OPERATIONAL:

With limited kenneling space, Municipal Enforcement staff require dedicated space to ensure stray, lost, abandoned, or surrendered animals are properly housed.

Without a dedicated kenneling space, for stray, lost, sick, or vicious animals there would be no space to properly shelter or quarantine animals until the appropriate arrangements could be made.

FINANCIAL:

None, at this time but additional costs could arise should a change in service level be requested or external funding be solicited.

Some municipalities have chosen to collaborate with a not-for-profit organization to provide impound and rescue services on behalf of the municipality but these relationships are often supported with operational funding from the municipality.

POLICY:

Current policies and procedures already exist regarding the trapping, kenneling and animal control(s) within the Town. No further policy amendments are recommended at this time.

IMPLEMENTATION:

None at this time.

Should Council wish additional information pertaining to contracting animal sheltering services, Administration would seek out interested parties to provide impound and rescue services for Strathmore, including dogs and cats.

Administration would establish agreements for access to the existing animal shelter and discuss possible financial agreements for facility usage, animal boarding, veterinarian care, etc.

BACKGROUND:

In fall 2023, the Municipal Enforcement was approached by representatives from Alpine Pet Resort concerning the Town's current animal shelter and the possibility of Alpine Pet Resort utilizing this space as an animal rescue facility.

Municipal Enforcement staff toured Alpine Pet Resort and explained the limitations of the existing animal shelter and how the current levels of service required the Town to maintain adequate kenneling space to house stray, lost, sick, or vicious animals until appropriate arrangements could be made.

While Alpine Pet Resort originally expressed interest in a possible partnership, they indicated they did not have adequate staff due to the high demand at their existing facility, to continue further discussion.

In April 2024, representatives from Rescued Paws at Alpine Foundation contacted the Municipal Enforcement department again to inquire about utilizing the Town's current animal shelter as an animal rescue facility. Municipal Enforcement staff reiterated the current level of service and how the limitations of the space would present challenges for another organization to operate out of the existing space.

At that time, Alpine representatives indicated their desire to speak to Council and present their concept for decision. They appeared as a Delegation at the April 3, 2024 Council Meeting where Council directed the following:

Resolution No. 073.04.24

THAT Council direct Administration to look at the feasibility of the capacity to form a value-added partnership with the Rescued Paws at Alpine Foundation.

This report addresses that request.

KEY ISSUE(S)/CONCEPT(S):

- Inadequate space for not-for-profit organizations and Municipal Enforcement within the existing kennel.
- Potential liability when boarding dangerous animals with an unknown illness and commercially boarded animals
- Potential impact that may require facility improvements and expansion.

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

None, at this time.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council receive the report as information.
 2. Council may provide further direction.
-

Veronica Anderson, Legislative Services Officer

Approved
- 10 Oct
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 10 Oct
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 11 Oct
2024



Report for Council

To: Council

Staff Contact: Johnathan Strathee, Manager of Legislative Services

Date Prepared: October 15, 2024

Meeting Date: October 16, 2024

SUBJECT: Citizen Satisfaction Survey Results

RECOMMENDATION: Information for Council.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The Citizen Satisfaction Survey provides useful insights into our community. This report is a valuable tool for program planning and evaluation, budgeting, and marketing the community.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**ORGANIZATIONAL:**

The results of the survey may be used to plan and evaluate programs and develop budgets.

OPERATIONAL:

The Survey was conducted by Framework Analytics Inc. and ran from August 7 to September 6. Administration worked with Framework Analytics Inc. to market the survey.

FINANCIAL:

The Town of Strathmore budgets \$14,000 dollars for the Citizen Satisfaction Survey to be conducted every second year.

POLICY:

Framework Analytics Inc. have conducted the 2024 Citizen Satisfaction Survey in a similar method as the 2021 & 2022 surveys.

IMPLEMENTATION:

Framework Analytics Inc. will present the survey results to Council and answer any questions Council may have about the survey.

BACKGROUND:

Framework Analytics Inc. conducted the 2021 and 2022 Citizen Satisfaction Survey. However, during the 2023 budget deliberations, it was decided that the survey would be conducted every second year instead of annually.

The 2024 Citizen Satisfaction Survey uses the same methodology as the previous surveys, providing a valuable comparison with previous years. 3,496 residents were invited to participate in the survey--a public link was shared with residents who did not receive an invitation. The response rate was strong at 43% (1,491).

KEY ISSUE(S)/CONCEPT(S):

The purpose of this report is for Council to review the Citizen Satisfaction Survey results.

DESIRED OUTCOMES:

For Council to review the Citizen Satisfaction Survey results.

COMMUNICATIONS:

Once Council reviews the survey results, Administration will post the survey on the Town's website and share the results with residents and key stakeholders.

ALTERNATIVE ACTIONS/MOTIONS:

Council may provide further direction to Administration regarding the Citizen Satisfaction Survey.

ATTACHMENTS:

[Attachment I: Strathmore 2024 Survey Results](#)

Johnathan Strathdee, Manager of Legislative Services

Approved
- 11 Oct
2024

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

Approved
- 11 Oct
2024

Veronica Anderson, Legislative Services Officer

Approved
- 11 Oct
2024



Strathmore, 2024 Community Satisfaction Survey

Pre-read



FrameworkTM

Survey Conducted by Framework Analytics Inc.

Report Date: October 11, 2024

Field Dates: August 7, 2024 to September 6, 2024



Section: Introduction

Overview

Research Objectives

- To determine:
 - Satisfaction with municipal services
 - Perception of the community and municipal government performance (and comparison with other municipalities)
 - Perceptions of Council and administration
 - Perceived value for taxes
 - Awareness/satisfaction with the Town's long-term planning
 - Awareness of the Strathmore Sustainability Plan
 - Communication and information needs
 - Top-of-mind local issues
 - General quality of life
 - Resident needs, concerns and priorities
 - Inter-period trends

Research Methodology

- An online convenience-based sampling methodology was employed in order to allow all interested members of the target population an equal opportunity to participate.
- While a definitive Margin of Error cannot be expressed, the response rates are consistent with a Margin of Error of $\pm 1.9\%$ 19 times out of 20. To achieve a Margin of Error of $\pm 5\%$ 19 times out of 20, the survey would have had to target randomly selected 346 responses, or roughly a 9.9% response rate.
- Field Dates: August 7, 2024 to September 6, 2024
- 3,496 Strathmore households were invited to participate with email invitations and reminders. They were additionally contacted through mail by the Town of Strathmore.
- The initiation specified that the adult (aged 18 years or older) in the household with the next birthday complete the survey.
- A survey link was posted on the Town of Strathmore website inviting those without invitations to participate. Only respondents who had a code are included in these results.
- The survey received responses from 1,491 respondents, for a response rate of 43.2%
- There were 1,144 completions, for a completion rate of 76.7%. While 23.3% of the respondents abandoned the survey before completion, all responses are in this analysis, regardless of whether they are complete.
- The data is unweighted.



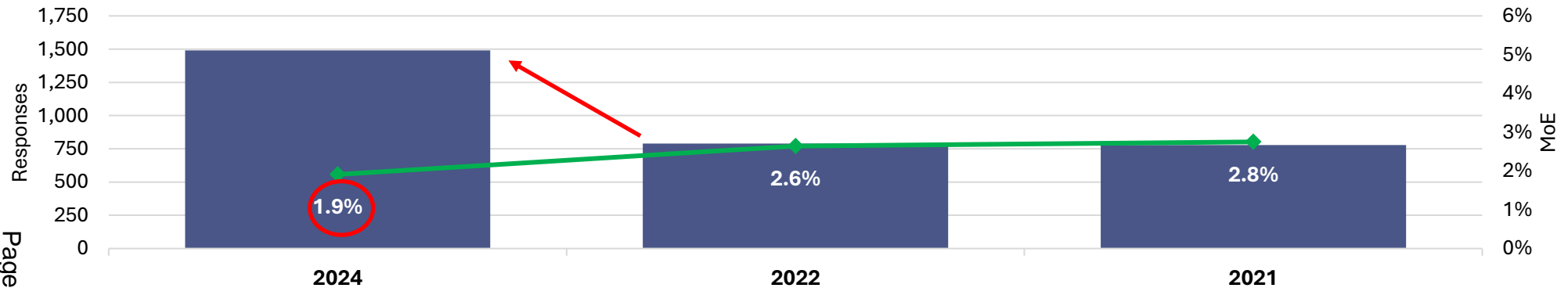
Section: Response Rate

Response Rate

	2024		2022		2021	
Description	Pop	%	Pop	%	Pop	%
Town Population*	15,853		15,305		14,831	
Invited	3,496	101%	1,858	100%	2,000	100%
Unsubscribe / Opt Outs	33	1%				
Bounces / Vacation Alerts	15	0%				
Net Invited	3,448	100%	1,858	100%	2,000	100%
Responses	1,491	43%	790	43%	778	39%
Incompletes	347	23%	84	11%	113	15%
Completes	1,144	77%	706	89%	665	85%
Responses consistent with a Margin of Error of +/-5% 19 times out of 20:	346		375		375	
Responses consistent with an MOE* of:	1.9%		2.6%		2.8%	
Completes consistent with an MOE* of:	2.4%		2.9%		3.1%	

*+-, 19 times out of 19

Responses Margin of Error





Section: Sample Quality

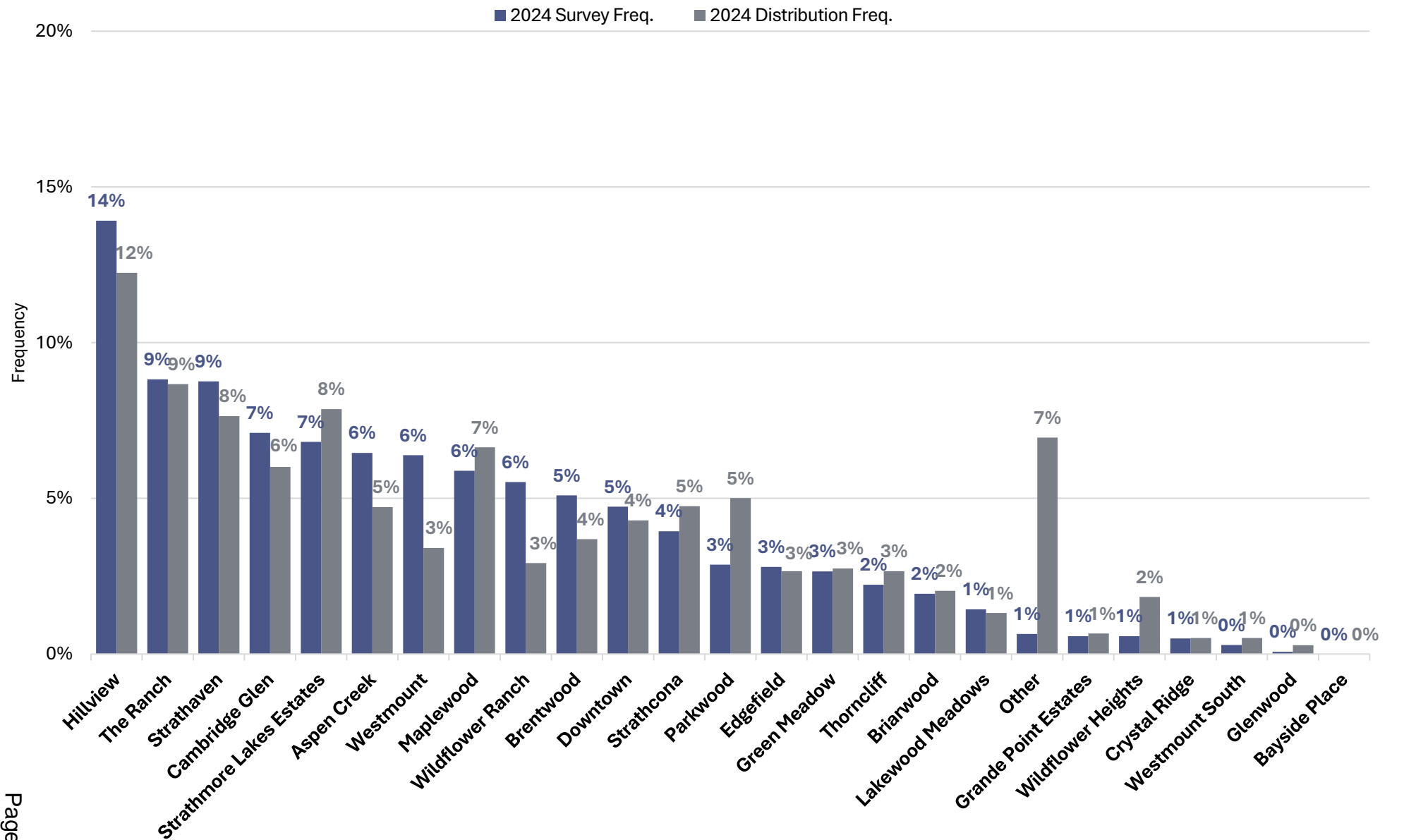
Sample Quality - By Community

2024 Summary					
Responses		2024 Survey	2024 Survey Freq	2024 Distribution	2024 Distribution
		Count	%	Count	Freq %
1	Aspen Creek	90	6%	165	5%
2	Bayside Place	0	0%	0	0%
3	Brentwood	71	5%	129	4%
4	Briarwood	27	2%	71	2%
5	Cambridge Glen	99	7%	210	6%
6	Crystal Ridge	7	1%	18	1%
7	Downtown	66	5%	150	4%
8	Edgefield	39	3%	93	3%
9	Glenwood	1	0%	10	0%
10	Grande Point Estates	8	1%	23	1%
11	Green Meadow	37	3%	96	3%
12	Hillview	194	14%	428	12%
13	Lakewood Meadows	20	1%	46	1%
14	Maplewood	82	6%	232	7%
15	Parkwood	40	3%	175	5%
16	Strathaven	122	9%	267	8%
17	Strathcona	55	4%	166	5%
18	Strathmore Lakes Estates	95	7%	275	8%
19	The Ranch	123	9%	303	9%
20	Thorncliff	31	2%	93	3%
21	Westmount South	4	0%	18	1%
22	Westmount	89	6%	119	3%
23	Wildflower Heights	8	1%	64	2%
24	Wildflower Ranch	77	6%	102	3%
25	Other	9	1%	243	7%
I do not know / not applicable		21	1%		
Total		1,415	100%	3,496	100%



Section: Sample Quality

Sample Quality - By Community

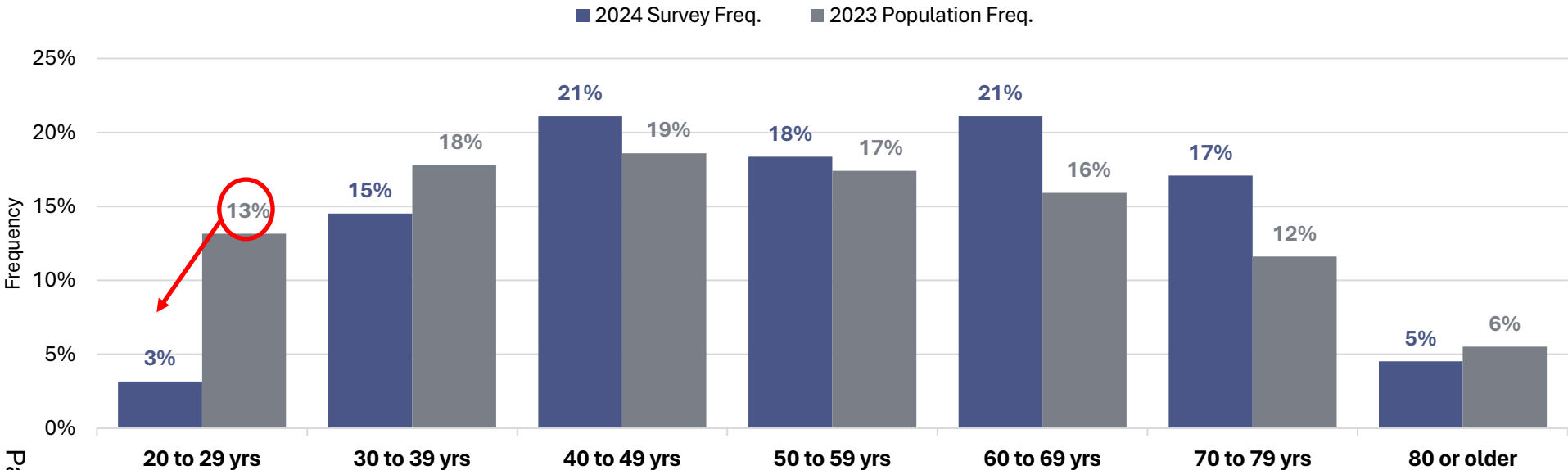




Section: Sample Quality

Sample Quality - By Age

			2024 Summary			
Responses		2024 Survey	2024 Survey Freq	2023 Strathmore	2023 Population	Δ
		Count	%	Population*	Freq %	
1	18 to 19 years of age	2	0%			0%
2	20 to 29 years of age	37	3%	1,535	13%	-10%
3	30 to 39 years of age	170	15%	2,078	18%	-3%
4	40 to 49 years of age	247	21%	2,170	19%	3%
5	50 to 59 years of age	215	18%	2,031	17%	1%
6	60 to 69 years of age	247	21%	1,859	16%	5%
7	70 to 79 years of age	200	17%	1,355	12%	5%
8	80 or older	53	5%	644	6%	-1%
-	I prefer not to answer	9				
Total		1,180	100%	11,672	100%	





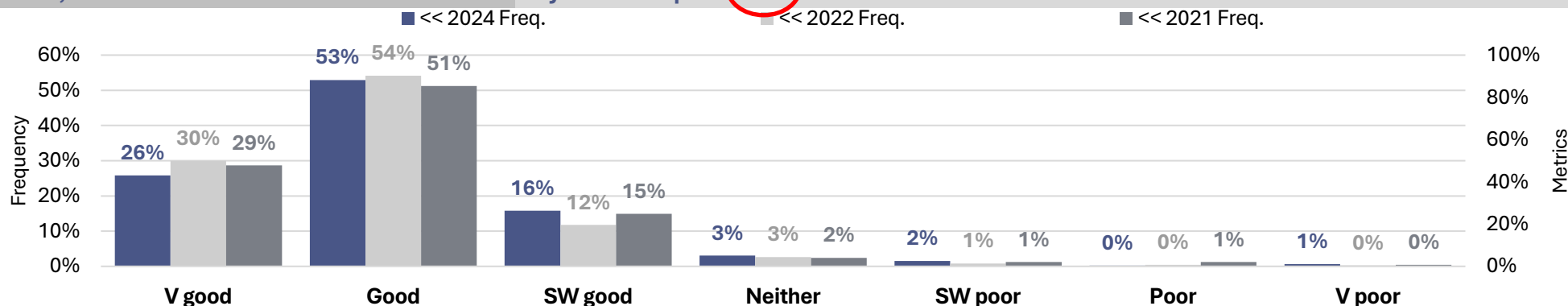
Section 2: Key Metrics

Q02: How would you rate the overall quality of life in Strathmore today?

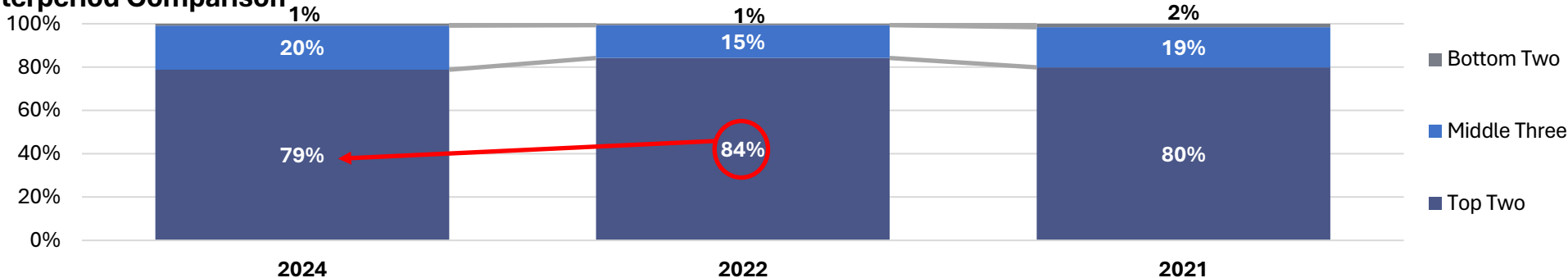
Theme: Overall 'Quality of Life' ("QofL")

N = 1,413

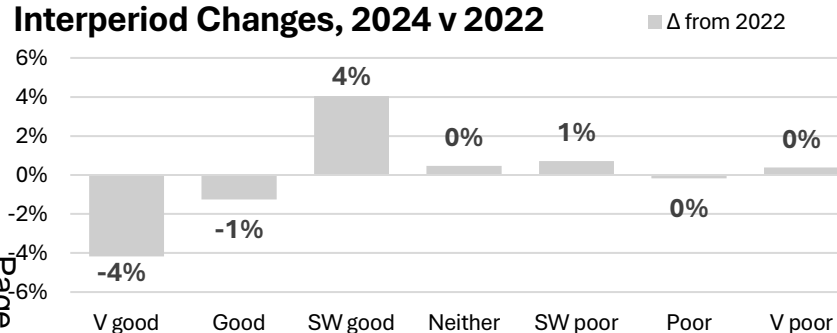
Key Metric: Top Two: 79%



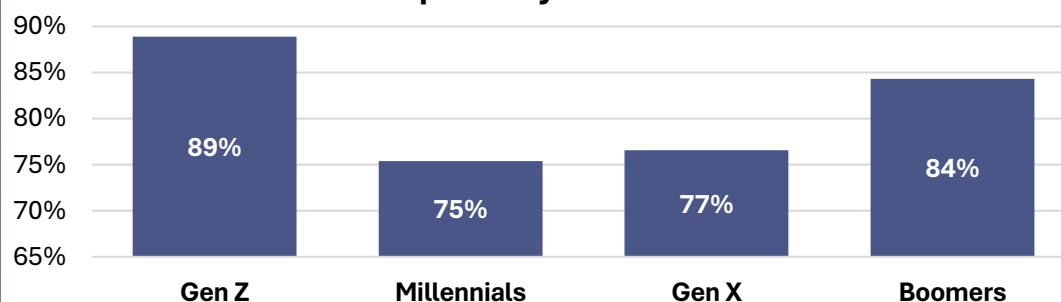
Interperiod Comparison



Interperiod Changes, 2024 v 2022



Top Two by Generation





Section 2: Key Metrics

Q03:

In the previous question, you indicated that you would rate Strathmore's overall quality of life today as {{Q2}}. Please use the space provided below to describe why.

Theme: Drivers of the Quality of Life

N = 1,355

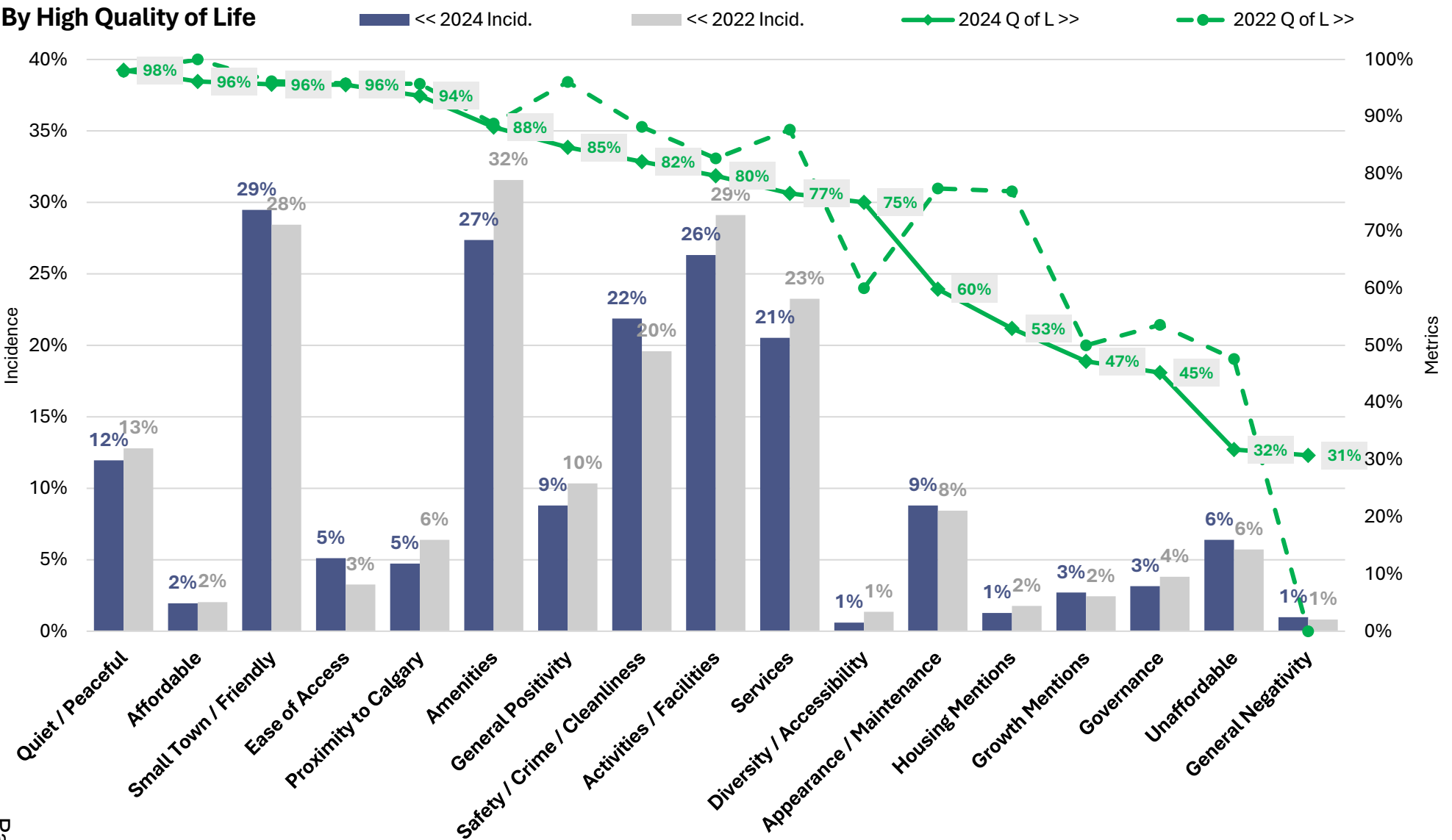
Key Metric: Small Town / Friendly: 29%

Description	All Respondents			2022 Incidence	Segmentation / Crosstabulations with other questions		
	Count	Incidence	Rank		Q of L	Tax Value	Tax Aware
Small Town / Community / Friendly	392	29%	1	28%	96%	50%	23%
Amenities	364	27%	2	32%	88%	47%	23%
Activities / Facilities / Recreation	350	26%	3	29%	80%	50%	28%
Safety / Crime / Cleanliness	291	22%	4	20%	82%	43%	23%
Services / Infrastructure / Schools / Hospitals	273	21%	5	23%	77%	45%	33%
Quiet / Peaceful / Relaxing	159	12%	6	13%	98%	48%	13%
Appearance / Maintenance	117	9%	7	8%	60%	35%	21%
General Positivity	117	9%	8	10%	85%	38%	26%
Unaffordable	85	6%	9	6%	32%	12%	36%
Ease of Access	68	5%	10	3%	96%	50%	25%
Proximity to Calgary	63	5%	11	6%	94%	52%	25%
Governance Mentions	42	3%	12	4%	45%	23%	45%
Growth Mentions	36	3%	13	2%	47%	31%	30%
Affordable	26	2%	14	2%	96%	67%	32%
Housing Mentions	17	1%	15	2%	53%	35%	29%
General Negativity	13	1%	16	1%	31%	9%	17%
Diversity / Accessibility	8	1%	17	1%	75%	38%	13%
Other	3	0%	18	0%	67%	100%	0%
Net	1,330				79%	42%	25%
No Comment / Not Applicable	25	2%			68%	31%	38%
No response / Skipped Question	136	9%					
Total Respondents	1,491						



Section 2: Key Metrics

Q03: In the previous question, you indicated that you would rate Strathmore's overall quality of life today as {{Q2}}. Please use the space provided below to describe why.





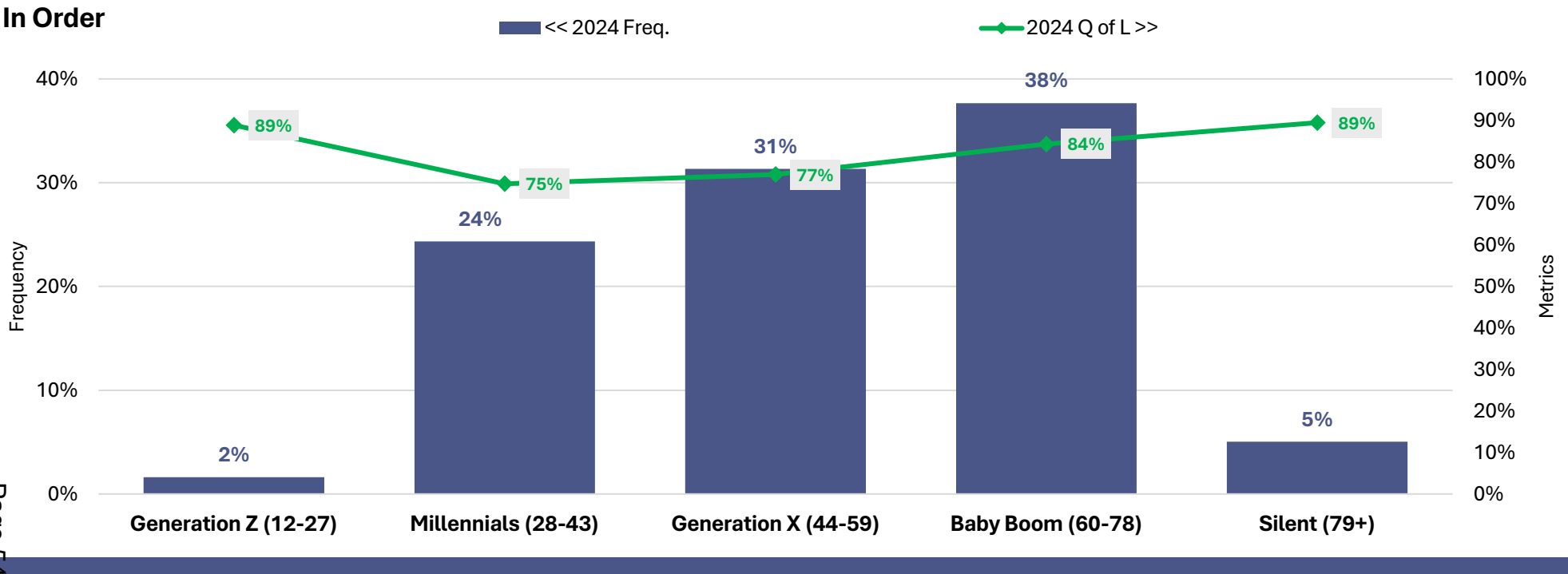
Section 8: Segmentation

Q29 : Please indicate the year that you were born. Generation

Theme: Community Profile by Age

N = 1,180 Key Metric: Baby Boom (60-78): 38%

Description	All Respondents			Segmentation / Crosstabulations with other questions		
	Count	Frequency	Rank	Q of L	Tax Value	Tax Aware
Generation Z (12-27)	19	2%	5	89%	29%	11%
Millennials (28-43)	285	24%	3	75%	37%	21%
Generation X (44-59)	367	31%	2	77%	38%	28%
Baby Boom (60-78)	441	38%	1	84%	50%	25%
Silent (79+)	59	5%	4	89%	40%	28%
Net	1,171	100%		79%	42%	25%
I prefer not to answer	9	1%		50%	50%	75%
No response / Skipped Question	311	21%				
Total Respondents	1,491					





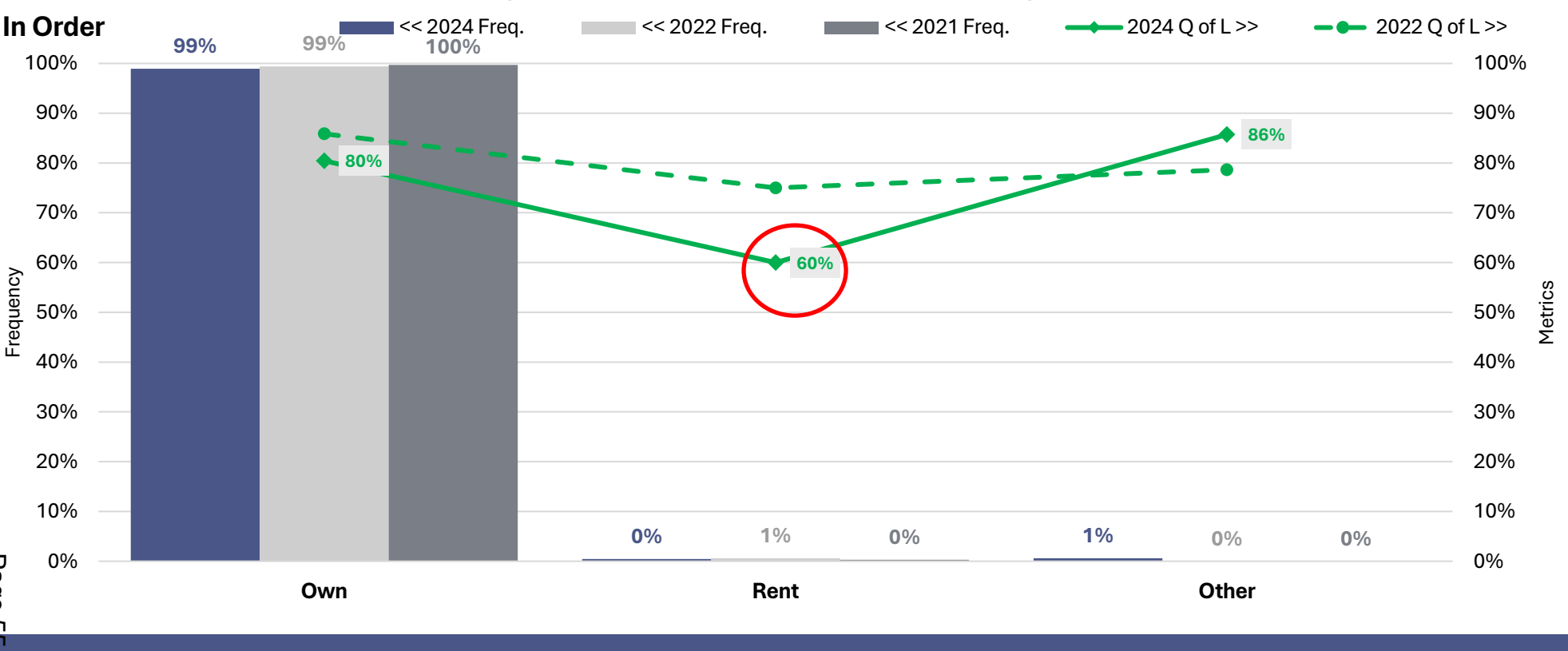
Section 8: Segmentation

Q31: Please indicate whether you rent or own your current place of residence.

Theme: Community Profile by Home Ownership

N = 1,178 Key Metric: Own: 99%

Description	All Respondents			Segmentation / Crosstabulations with other questions		
	Count	Frequency	Rank	Q of L	Tax Value	Tax Aware
Own	1,134	99%	1	80%	43%	25%
Rent	5	0%	3	60%	25%	0%
Other	7	1%	2	86%	57%	29%
Net	1,146	100%		79%	42%	25%
I prefer not to answer	32	3%		59%	20%	47%
No response / Skipped Question	313	21%				
Total Respondents	1,491					





Section 2: Key Metrics

Q04: Please use the space provided to describe what you believe to be the three most important issues facing Strathmore today.
All Issues

Theme: Planning Priorities

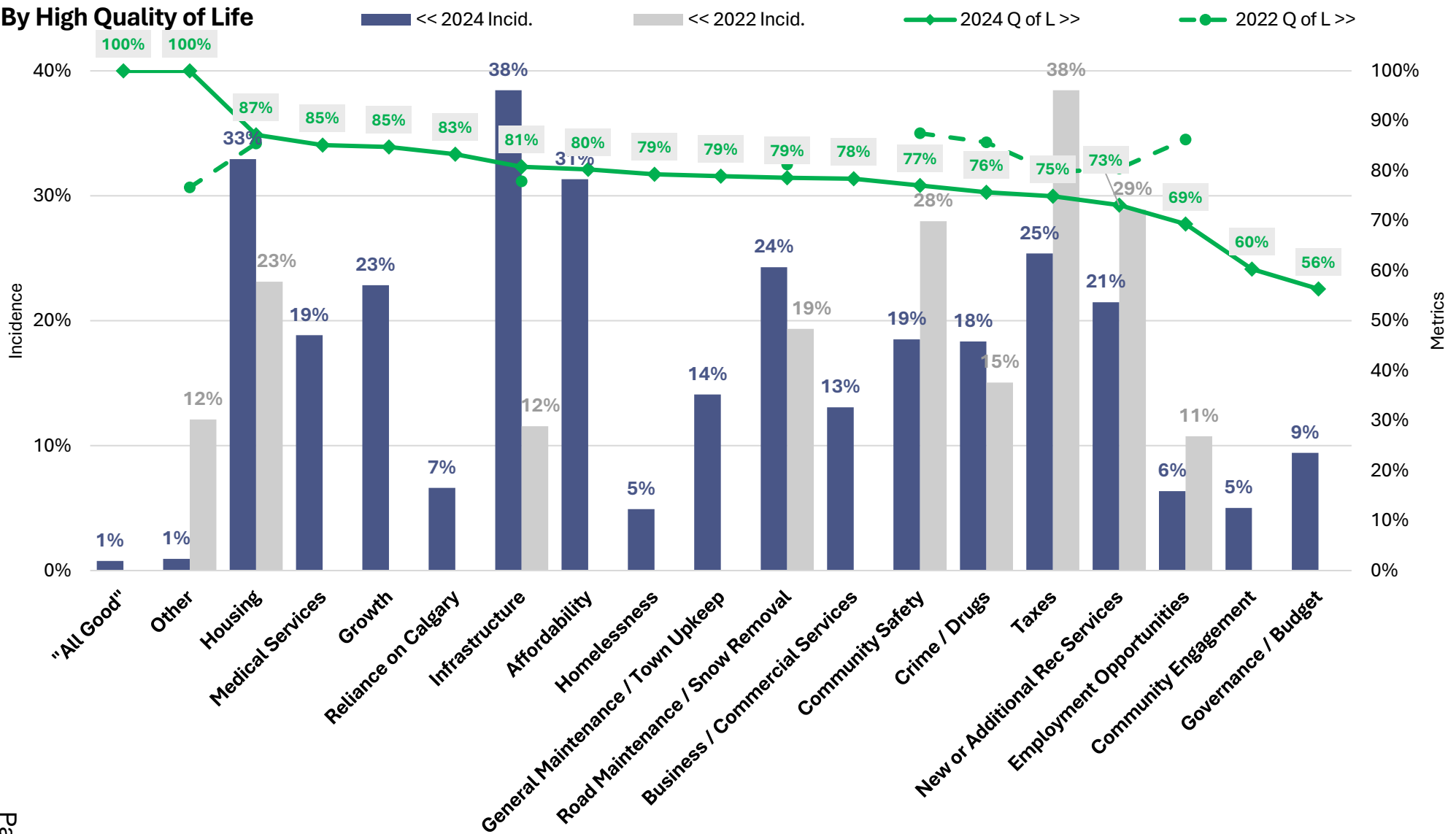
N = 1,276		Key Metric: Infrastructure: 38%					
Description	All Respondents			2022 Incidence*	Segmentation / Crosstabulations with other questions		
	Count	Incidence	Rank		Q of L	Tax Value	Tax Aware
Infrastructure	453	38%	1	12%	81%	45%	26%
Housing	388	33%	2	23%	87%	52%	27%
Affordability	369	31%	3		80%	44%	26%
Taxes	299	25%	4	38%	75%	30%	33%
Road Maintenance / Snow Removal	286	24%	5	19%	79%	35%	25%
Growth	269	23%	6		85%	49%	31%
New or Additional Recreational Services	253	21%	7	29%	73%	34%	23%
Medical Services	222	19%	8		85%	54%	18%
Community Safety	218	19%	9	28%	77%	45%	26%
Crime / Drugs	216	18%	10	15%	76%	41%	25%
General Maintenance / Town Upkeep	166	14%	11		79%	38%	23%
Business / Commercial Services	154	13%	12		78%	34%	16%
Governance / Budget	111	9%	13		56%	19%	42%
Reliance on Calgary	78	7%	14		83%	41%	31%
Employment Opportunities	75	6%	15	11%	69%	52%	27%
Community Engagement	59	5%	16		60%	26%	22%
Homelessness	58	5%	17		79%	40%	28%
Other	11	1%	18	12%	100%	67%	36%
"All Good"	9	1%	19		100%	57%	14%
Net	1,178				79%	42%	25%
No Comment / Not Applicable	98	8%			89%	53%	10%
No response / Skipped Question	215	14%					
Total Respondents	1,491						

*Question changed from Choose All to Open Ended in 2024, interperiods should be done with caution



Section 2: Key Metrics

Q04: Please use the space provided to describe what you believe to be the three most important issues facing Strathmore today.
All Issues



Question changed from Choose All to Open Ended in 2024, interperiods should be done with caution

Q05: If you could use one word to describe the Town of Strathmore, what would that one word be?





Section 2: Key Metrics

Q05: If you could use one word to describe the Town of Strathmore, what would that one word be?

Theme: Core Brand Elements

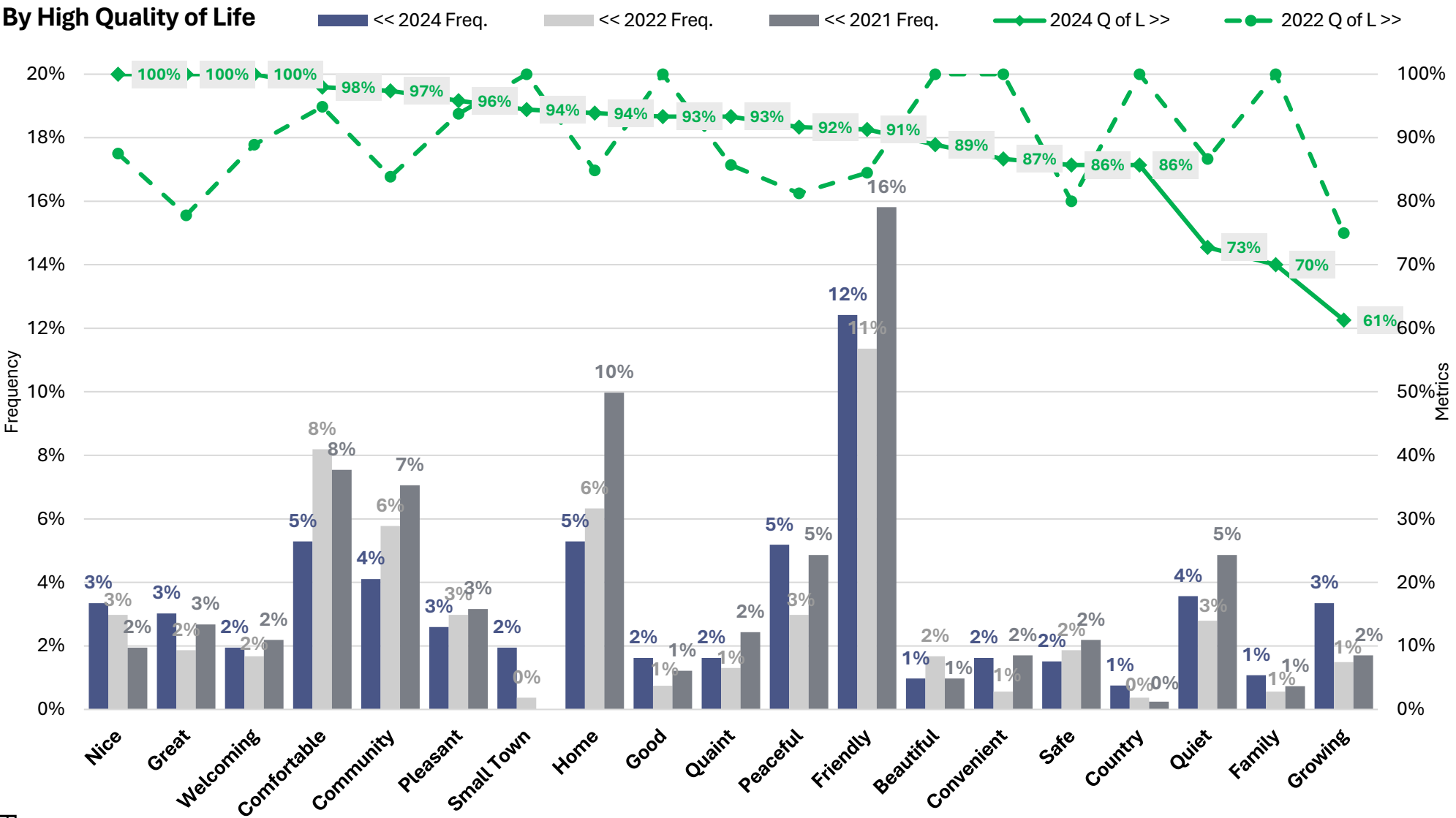
N = 930

Key Metric: Friendly: 12%

Description	All Respondents			2021		Segmentation / Crosstabulations with other questions		
	Count	Frequency	Rank	Rank	Change	Q of L	Tax Value	Tax Aware
Friendly	115	12%	1	1	0	91%	48%	22%
Comfortable	49	5%	2	2	0	98%	55%	22%
Home	49	5%	3	3	0	94%	50%	13%
Peaceful	48	5%	4	6	2	92%	52%	15%
Community	38	4%	5	4	-1	97%	71%	32%
Quiet	33	4%	6	8	2	73%	41%	10%
Growing	31	3%	7	14	7	61%	33%	17%
Nice	31	3%	8	5	-3	100%	42%	26%
Great	28	3%	9	10	1	100%	63%	29%
Pleasant	24	3%	10	7	-3	96%	70%	22%
Small Town	18	2%	11	59	48	94%	50%	28%
Welcoming	18	2%	12	13	1	100%	59%	24%
Convenient	15	2%	13	29	16	87%	43%	36%
Good	15	2%	14	22	8	93%	47%	13%
Quaint	15	2%	15	15	0	93%	75%	36%
Safe	14	2%	16	11	-5	86%	46%	29%
Family	10	1%	17	31	14	70%	30%	20%
Beautiful	9	1%	18	12	-6	89%	78%	33%
Country	7	1%	19	43	24	86%	0%	29%
Other	359	39%				71%	38%	29%
Net	926	100%				79%	42%	25%
No Comment / Not Applicable	4	0%				100%	25%	0%
No response / Skipped Question	561	38%						
Total Respondents	1,491							

Section 2: Key Metrics

Q05: If you could use one word to describe the Town of Strathmore, what would that one word be?





Framework