

AGENDA
REGULAR COUNCIL MEETING
Wednesday, May 21, 2025 @ 6:00 PM
Council Chambers, 1 Parklane Drive, Strathmore AB

Page

1. CALL TO ORDER

2. CONFIRMATION OF AGENDA

3. CLOSED MEETING

3.1. Legal Update – Advice from officials – FOIP S. 24(1)(a)

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

4. PUBLIC HEARING

5. PUBLIC COMMENTS

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

6. DELEGATIONS

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

6.1. Delegation – Lions Club of Strathmore

3 - 6

[Agenda Item - AIR-25-141 - Pdf](#)

7. CONSENT AGENDA

8.1 Regular Council Meeting Minutes – May 7, 2025

8.2 Special Council Meeting Minutes – May 14, 2025

9.3 2026 Capital Project and Major Initiatives Priority Matrix

9.4 Debt Management Policy No. 1821

9.5 Community Improvement Program (CIP) Funding Recommendation

11.2.1 WADEMSA – May Report

12.1 Town of Strathmore – STARS Ally Impact Report

8. CONFIRMATION OF MINUTES

8.1. Regular Council Meeting Minutes – May 7, 2025

7 - 18

[Agenda Item - AIR-25-127 - Pdf](#)

8.2. Special Council Meeting Minutes – May 14, 2025

19 - 24

[Agenda Item - AIR-25-137 - Pdf](#)

9. BUSINESS

9.1. Social Prescribing Grant Program

25 - 29

	Agenda Item - AIR-25-083 - Pdf	
9.2.	New Firefighter Positions	
9.3.	2026 Capital Project and Major Initiatives Priority Matrix	30 - 34
	Agenda Item - AIR-25-128 - Pdf	
9.4.	Debt Management Policy No. 1821	35 - 46
	Agenda Item - AIR-25-138 - Pdf	
9.5.	Community Improvement Program (CIP) Funding Recommendations	47 - 54
	Agenda Item - AIR-25-130 - Pdf	
10.	BYLAWS	
10.1.	Designated Officer Bylaw No. 25-12	55 - 62
	Agenda Item - AIR-25-074 - Pdf	
10.2.	Proposed WestCreek Area Structure Plan Amending Bylaw No. 25-17	63 - 67
	Agenda Item - AIR-25-140 - Pdf	
10.3.	Land Use Bylaw Amending Bylaw No. 25-08 (WestCreek Phase 1)	68 - 109
	Agenda Item - AIR-25-101 - Pdf	
10.4.	Land Use Bylaw Amendment No. 25-16 (Textual Amendments)	110 - 124
	Agenda Item - AIR-25-110 - Pdf	
10.5.	Municipal Development Plan Amendment No. 1 (Municipal-Wide: Promoting Non-Residential Tax Assessment Base Growth)	125 - 131
	Agenda Item - AIR-25-090 - Pdf	
11.	COUNCILLOR INFORMATION & INQUIRIES	
11.1.	QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS	
11.2.	BOARD AND COMMITTEE REPORTS	
11.2.1.	WADEMSA - May Report	132
	WADEMSA Report May 2025	
11.3.	QUESTION AND ANSWER PERIOD	
11.4.	ADMINISTRATIVE INQUIRIES	
11.5.	NOTICES OF MOTION	
11.5.1.	Land Use Bylaw Amendment – Child Care Services – Councillor Langmaid	133
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	WestCreek Land Transfer – Mayor Fule	
12.	CORRESPONDENCE	
12.1.	Town of Strathmore – STARS Ally Impact Report	135 - 150
	Town of Strathmore – STARS Ally Impact Report 2024	
13.	ADJOURNMENT	



Report for Council

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: May 14, 2025

Meeting Date: May 21, 2025

SUBJECT: Delegation - Lions Club of Strathmore

RECOMMENDATION: Information for Council.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

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. 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, seven (7) days before a Regular Council Meeting.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Wayne Herdman, from the Strathmore Lions Club, has requested to speak to Council on the topic of Civic Centre rental charges.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

The Strathmore Lions Club is requesting relief from charges incurred for room rental at the Civic Centre.

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: Request to Speak at Council Meeting - Wayne Herdman \(Lions Club\) Redacted](#)

Johnathan Stratthdee, Manager of Legislative Services

Approved
- 16 May
2025



Strathmore

Request to Speak at a Council Meeting

Residents are welcome to speak during the public comments or public hearing portion of Council meetings. In order to speak, please complete the information below. Confirmation of your request with access details for the meeting will be sent to the email address you provide.

Please note that if you are speaking on behalf of another person, the person will need to complete and submit an Authorization on Someone's Behalf Form.

Speaker's Information	
Name: <u>Wayne Herdman</u>	
Pho: <u>FOIP Sec. 17(1)</u>	Email: <u>FOIP Sec. 17(1)</u>
Address: <u>FOIP Sec. 17(1)</u>	
Speaking on Behalf of a Group? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Agenda Information	
Agenda Topic: <u>Centennial Civic Center Rental Charges</u>	
<input type="checkbox"/> Public Comments	<input type="checkbox"/> Public Hearing <input type="checkbox"/> Question Period
Meeting Date: <u>May 7, 2025</u>	

Public Hearing	
<input type="checkbox"/> In Support	<input type="checkbox"/> In Opposition

Additional Comments	
Please provide a brief summary of the item that you wish to speak about. <u>Lions Club of Strathmore request relief of charges for rental of Centennial civic center Hall.</u>	



Request for Decision

To: Council

Staff Contact: Claudette Thorhaug, Legislative Services Officer

Date Prepared: May 7, 2025

Meeting Date: May 21, 2025

SUBJECT: Regular Council Meeting Minutes - May 7, 2025

RECOMMENDATION: THAT Council adopt the May 7, 2025 Regular Council Meeting Minutes as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the May 7, 2025 Regular Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the May 7, 2025 Regular Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: REGULAR COUNCIL - 07 May 2025 - Minutes](#)

Veronica Anderson, Legislative Services Officer

Approved
- 12 May
2025

Claudette Thorhaug, Legislative Services Officer

Approved
- 12 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 12 May
2025



MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Wednesday, May 7, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

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

STAFF PRESENT:

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

1. CALL TO ORDER

Mayor Fule called the May 7, 2025 Regular Council Meeting to order at 6:02 p.m.

1.1. Traditional Land Acknowledgment for the First Regular Council Meeting in May (Litainsimopi)

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. 135.05.25

Moved by Councillor Wiley

THAT Council adopt the May 7, 2025 Regular Council Meeting Agenda as amended:

DELETION:

7.2 Economic Development – Advice from officials – FOIP S. 24(1)(a)

ADDITION:

- *Council CAO Dialogue – Advice from officials – FOIP S. 24(1)(b)(i), to come before Delegations and creating a new Closed Meeting section.*

- *Strathmore Bird Sanctuary Initiative* to the Delegation section.

MOVE:

- *Public Comments*, to come after Delegations.

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

AGAINST: None.

CARRIED

3. **PUBLIC HEARING**

3.1. **Proposed WestCreek Area Structure Plan Amendment Bylaw No. 25-07 Public Hearing Report**

Mayor Fule opened the Public Hearing for Bylaw No. 25-07, being a Bylaw to amend WestCreek Area Structure Plan No. 08-22 at 6:05 p.m. This public hearing was held pursuant to the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments there to.

- **Kate Bakun** presented the bylaw on behalf of Administration.

Registered speakers were:

- **Mike Festa** (WestCreek Development) and **Ben Lee** (Arcadis Professional Services Canada Inc.) spoke in favor of Bylaw No. 25-07
- **Doug Slatnik** spoke in opposition to Bylaw No. 25-07
- **Daren Kennett** spoke in opposition to Bylaw No. 25-07
- **Beverley Martin** spoke in opposition to Bylaw No. 25-07
- **Alan Kostrosky** spoke in opposition to Bylaw No. 25-07
- **Marianne Pinchbeck** spoke in opposition to Bylaw No. 25-07
- **Jamie Dugdale** provided closing comments from Administration

Mayor Fule closed the Public Hearing for Bylaw No. 25-07, being a Bylaw to amend WestCreek Area Structure Plan No. 08-22 at 7:33 p.m.

4. **BYLAWS**

4.1. **Proposed WestCreek Area Structure Plan Amendment Bylaw No. 25-07 Resolution No. 136.05.25**

Moved by Councillor Montgomery

THAT Council give Second Reading to Bylaw No. 25-07, being a Bylaw to amend

WestCreek Area Structure Plan No. 08-22.

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

AGAINST: None.

CARRIED

Resolution No. 137.05.25

Moved by Councillor Wegener

THAT Council give Third Reading to Bylaw No. 25-07, being a Bylaw to amend WestCreek Area Structure Plan No. 08-22.

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

AGAINST: None.

CARRIED

5. CLOSED MEETING

Resolution No. 138.05.25

Moved by Councillor Langmaid

THAT Council move In Camera to discuss items related to section 24(1)(b)(i) of the *Freedom of Information and Protection of Privacy Act* at 7:53 p.m.

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

AGAINST: None.

CARRIED

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

Resolution No. 139.05.25

Moved by Councillor Wiley

THAT Council move out of Camera at 8:15 p.m.

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

AGAINST: None.

CARRIED

Councillor Montgomery left the meeting at 8:15 p.m.

6. DELEGATIONS

6.1. Delegation – Foothills Advocacy In Motion Society (FAIM)

- Gerry McCallum presented on behalf of FAIM

Councillor Montgomery rejoined the meeting at 8:25 p.m.

6.2. Delegation – Wheatland and Area Hospice Society

- Dr. Joni McNeely, President, and Randi Collins, Building Director, presented information on behalf of the Hospice Society.

6.3 Delegation – Strathmore Bird Sanctuary Initiative

- Laura Matheson
- Claude Brown
- Simon Metke
- Ashley Mack

7. PUBLIC COMMENTS

Kama Arra spoke to the Strathmore Bird Sanctuary Initiative.

8. CLOSED MEETING

Resolution No. 140.05.25

Moved by Councillor Peterson

THAT Council extend the meeting to 11:00 p.m.

AND THAT Council move In Camera to discuss items related to sections 24(1)(a), 24(1)(b)(i) and 19(1) of the *Freedom of Information and Protection of Privacy Act* at 9:50 p.m. and take a 3-minute break.

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

AGAINST: None.

CARRIED

8.1. Joint Election Agreement – Advice from officials – FOIP S. 24(1)(a)

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

8.3 CAO Performance Review – Confidential evaluations – FOIP S. 19(1)

Resolution No. 141.05.25

Moved by Councillor Langmaid

THAT Council move out of Camera at 10:35 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 142.05.25

Moved by Councillor Wegener

THAT Council authorizes the Returning Officer to enter into an agreement with the Golden Hills School Division #75 and Christ the Redeemer Catholic Schools for the 2025 municipal election, with costs to be shared as referenced in Attachment I.

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

AGAINST: None.

CARRIED

9. CONSENT AGENDA

Resolution No. 143.05.25

Moved by Councillor Langmaid

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

10.1 Regular Council Meeting Minutes – April 16, 2025

10.2 Special Council Meeting Minutes – April 30, 2025

12.1 Corporate Strategic Plan & Financial Plan Quarterly Report – Q4 2024

12.2 Notice of Intent to Annex Land from Wheatland County

12.3 Returning Officer Appointment

12.4 2026 Capital and Operating Budget Timelines

13.2.1 WHMB Signed Minutes - March 20, 2025

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

AGAINST: None.

CARRIED

10. CONFIRMATION OF MINUTES

10.1 Regular Council Meeting Minutes - April 16, 2025

The following motion was adopted by the consent agenda:

THAT Council adopt the April 16, 2025 Regular Council Meeting Minutes as presented in Attachment I.

10.2 Special Council Meeting Minutes - April 30, 2025

The following motion was adopted by the consent agenda:

THAT Council adopt the April 30, 2025 Special Council Meeting Minutes as presented in Attachment I.

11. BYLAWS

11.1. 2025 Property Tax Rate Bylaw No. 25-11

Resolution No. 144.05.25

Moved by Councillor Langmaid

THAT Council give First Reading to Bylaw No. 25-11, being the 2025 Property Tax Rate Bylaw.

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

AGAINST: None.

CARRIED

Resolution No. 145.05.25

Moved by Councillor Montgomery

THAT Council give Second Reading to Bylaw No. 25-11, being the 2025 Property Tax Rate Bylaw as amended:

- Amend Alberta School Foundation Fund Tax Rates in Section 2 of Bylaw No. 25-11 as follows:
 - Residential/Farmland Tax Rate to 2.47200 (2.47300 Prior)
 - Non-Residential Tax Rate to 3.66900 (3.33300 Prior)
 - Residential (O/C-135/2010) Tax Rate to 2.55330 (2.43200 Prior)
 - Non-Residential (O/C-135/2010) Tax Rate to 3.6865 (3.67900 Prior)
 - Farmland (O/C-135/2010) Tax Rate to 2.5533 (2.43200 Prior)
- Amend Christ Redeemer Catholic School Division Tax Rates in Section 2 of Bylaw No. 25-11 as follows:

- Residential/Farmland Tax Rate 2.47200 (2.43200 Prior)
- Non-Residential Tax Rate to 3.66900 (3.33300 Prior)

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

AGAINST: None.

CARRIED

Resolution No. 146.05.25

Moved by Councillor Langmaid

THAT Council give unanimous consent to give third and final reading to Bylaw No. 25-11, being the 2025 Property Tax Rate Bylaw.

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

AGAINST: None.

CARRIED

Resolution No. 147.05.25

Moved by Councillor Wegener

THAT Council give Third Reading to Bylaw No. 25-11, being the 2025 Property Tax Rate Bylaw.

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

AGAINST: None.

CARRIED

11.2. Land Use Bylaw Amending Bylaw No. 25-09 (Removal of regulations for Garden and Garage Suites)

Resolution No. 148.05.25

Moved by Councillor Peterson

THAT Council give First reading to Bylaw No. 25-09, being a bylaw to amend Land Use Bylaw No. 14-11;

AND THAT Council direct Administration to schedule a Public Hearing for Bylaw No. 25-09 on June 4, 2025 at 7:00 p.m. in Council Chambers.

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

AGAINST: None.

CARRIED

12. BUSINESS

12.1. Corporate Strategic Plan & Financial Plan Quarterly Report – Q4 2024

The following motion was adopted by the consent agenda:

THAT Council accept the Corporate Strategic Plan & Financial Plan Quarterly Q4 2024 Report as information.

12.2. Notice of Intent to Annex Land from Wheatland County

The following motion was adopted by the consent agenda:

THAT Council direct staff to provide written notice of its' proposed annexation pursuant to Section 116 of the *Municipal Government Act*.

12.3. Returning Officer Appointment

The following motions were adopted by the consent agenda:

THAT Council rescind Resolution No. 355.12.24:

"THAT Council appoint Johnathan Strathdee as the Town of Strathmore's Returning Officer for the 2025 Municipal Election;

AND THAT Council appoint Claudette Thorhaug as the Town of Strathmore's Substitute Returning Officer for the 2025 Municipal Election."

THAT Council appoint Vanessa Cunningham as the Town of Strathmore's Returning Officer for the 2025 Municipal Election.

THAT Council appoint Claudette Thorhaug as the Town of Strathmore's Substitute Returning Officer for the 2025 Municipal Election.

12.4. 2026 Capital and Operating Budget Timelines

13. COUNCILLOR INFORMATION & INQUIRIES

13.1 QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

None.

13.2. BOARD AND COMMITTEE REPORTS

13.2.1. WHMB Signed Minutes – March 20, 2025

13.3. QUESTION AND ANSWER PERIOD

None.

13.4. ADMINISTRATIVE INQUIRIES

None.

13.5. NOTICES OF MOTION

**13.5.1. Land Use Bylaw Amendment – Child Care Services – Councillor
Langmaid**

14. CORRESPONDENCE

14.1 Community Disability Services Professional Appreciation Week

Resolution No. 149.05.25

Moved by Councillor Langmaid

THAT Council proclaim the week of May 19 – 25, 2025 Community Disability Services Professional Appreciation Week in Strathmore, Alberta.

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

AGAINST: None.

CARRIED

15. ADJOURNMENT

Mayor Fule adjourned the May 7, 2025 Regular Council Meeting at 10:50 p.m.

Mayor

Director of Strategic, Administrative,
and Financial Services



Request for Decision

To: Council

Staff Contact: Claudette Thorhaug, Legislative Services Officer

Date Prepared: May 13, 2025

Meeting Date: May 21, 2025

SUBJECT: Special Council Meeting Minutes - May 14, 2025

RECOMMENDATION: THAT Council adopt the May 14, 2025 Special Council Meeting Minutes as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the May 14, 2025 Special Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the May 14, 2025 Special Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: SPECIAL COUNCIL - 14 May 2025 - Meeting Minutes](#)

Veronica Anderson, Legislative Services Officer

Approved
- 15 May
2025

Claudette Thorhaug, Legislative Services Officer

Approved
- 15 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 15 May
2025



MINUTES

SPECIAL COUNCIL MEETING

5:30 PM - Wednesday, May 14, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

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

COUNCIL ABSENT:

Mayor Pat Fule

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

Deputy Mayor Mitzner Called the May 14, 2025 Special Council Meeting to order at 5:34 p.m.

2. CONFIRMATION OF AGENDA

Resolution No. 150.05.25

Moved by Councillor Wegener

THAT Council adopt the May 14, 2025 Special Council Meeting Agenda as presented.

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

AGAINST:

CARRIED/DEFEATED

3. PUBLIC COMMENTS

None.

4. CLOSED MEETING

Resolution No. 151.05.25

Moved by Councillor Peterson

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

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

AGAINST: None.

CARRIED

4.1. Letter of Intent – Advice from officials – FOIP S. 24(1)(a)

Resolution No. 152.05.25

Moved by Councillor Peterson

THAT Council move out of Camera at 5:44 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 153.05.25

Moved by Councillor Peterson

THAT Council rescind Land Sale Policy 6601.

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

AGAINST: None.

CARRIED

Resolution No. 154.05.25

Moved by Councillor Montgomery

THAT Council adopt the recommendation for Closed Meeting Item 4.1 - Letter of Intent, as presented in the Confidential Administrative Report and as discussed In Camera.

AND THAT the details of the discussion remain confidential pursuant to section

24(1)(a) of the Freedom of Information and Protection of Privacy Act and in accordance with the approved Letter of Intent.

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

AGAINST: None.

CARRIED

5. ADJOURNMENT

Deputy Mayor Mitzner adjourned the May 14, 2025 Special Council Meeting at 5:50 p.m.

Mayor

Director of Strategic, Administrative, and
Financial Services



Request for Decision

To: Council

Staff Contact: Budd Brazier, Manager

Date Prepared: March 31, 2025

Meeting Date: May 21, 2025

SUBJECT: Social Prescribing Grant Program

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

AND THAT Council approve funding in the amount of:

- \$31,025.00 for 2027
- \$35,275.00 for 2028.

STRATEGIC PRIORITIES:



Affordable
Living



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 programs and services that support optimum lifestyles for residents of Strathmore.

The Social Prescribing grant program is designed to support residents in Strathmore and Wheatland County by implementing a holistic, wrap-around approach that bridges the gap between medical and social care services. Through this approach, healthcare professionals refer patients to community-based programs that complement a client's medical care by providing additional non-medical supports in order to improve their health and enhance their quality of life.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The existing, fully funded Social Prescribing grant program is set to expire in September.

While Healthy Aging Alberta has secured partial funding to continue this program through 2028, and as such, requires a financial commitment from grantee to resume the program.

Administration has partnered with Wheatland Family & Community Support Services (WFCSS) to provide additional financial support the program to help with long-term financial stability for the Town.

SOCIAL SUSTAINABILITY:

Social prescribing is a growing approach to healthcare as it focuses on connecting individuals with community resources and activities to address non-clinical health needs.

The Social Prescribing program, through a Link worker, looks to build and maintain the social structures, relationships, and community resources that enable individuals to live healthier and more connected lives.

By strengthening community bonds, fostering social connectedness, and promoting mental and physical well-being, social prescribing can contribute significantly to social sustainability for a community and its residents.

ENVIRONMENTAL SUSTAINABILITY:

Environmental sustainability is not applicable.

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Beginning in October 2023, the existing Social Prescribing grant program was fully funded through the Calgary United Way and Healthy Aging Alberta (UW/HAA).

While the existing funding agreement expires in September 2025, a new three (3) year program extension has been secured; however, years two and three of the grant will require a financial commitment from the grantee.

The proposed funding model is as follows:

- Year 1 (Oct 2025 – Sept 2026) - \$85,000 (100% funding from UW/HAA)
- Year 2 (Oct 2026 – Sept 2027) - \$51,000 (60% funding from UW/HAA)
- Year 3 (Oct 2027 – Sept 2028) - \$25,500 (30% funding from UW/HAA)

Administration has also secured a three (3) year commitment from Wheatland County FCSS of \$9,350.00 (annually) to support the Social Prescribing program, based on the proportion of existing social prescribing clients (12%) who are residents of Wheatland County.

ORGANIZATIONAL:

If approved, there would be no organizational implications as the Social Prescribing program and Link worker position would continue to September 2028.

Should Council not support the continuation of the Social Prescribing program, the program would cease in October.

OPERATIONAL:

If approved, there would be no operational implications as the Social Prescribing program and Link worker position would continue to September 2028.

Administration will work with Calgary United Way/ Healthy Aging Alberta to ratify the agreement and the Wheatland County FCSS board has approval the financial commitment of \$9,350.00 to support this agreement.

FINANCIAL:

Although the Social Prescribing grant program is fully funded for the first year of the proposed extension, the Town's contribution would increase in years two and three based on the proposed funding model:

- Year 1 (Oct 2025 – Sept 2026) - \$85,000 (100% funding from UW/HAA)
- Year 2 (Oct 2026 – Sept 2027) - \$51,000 (60% funding from UW/HAA)
- Year 3 (Oct 2027 – Sept 2028) - \$25,500 (30% funding from UW/HAA)

After securing additional funding from Wheatland County FCSS, the overall financial commitment for the Town would be \$65,450.00 to support the three-year Social Prescribing grant program.

POLICY:

There are no policy implications at this time.

IMPLEMENTATION:

Should Council support the continuation of the Social Prescribing program, the Link worker position would be extended until September 2028 and Administration will work with Calgary United Way/Healthy Aging Alberta to ratify the agreement

Administration will coordinate with Wheatland County FCSS for their annual contribution.

BACKGROUND:

Health Aging Alberta's Social Prescribing for Older Adults program began supporting three (3) projects in Edmonton, Calgary, and Lethbridge. In September 2023, the program expanded to seven (7) other communities, including Strathmore/Wheatland County and was fully funded.

In March, Health Aging Alberta advised Administration that they have secured additional funds to continue the Social Prescribing for Older Adults program for another three (3); however, years two and three of the grant will require a financial commitment from the grantee.

The proposed funding model is as follows:

- Year 1 (Oct 2025 – Sept 2026) - \$85,000 (100% funding from UW/HAA)
- Year 2 (Oct 2026 – Sept 2027) - \$51,000 (60% funding from UW/HAA)
- Year 3 (Oct 2027 – Sept 2028) - \$25,500 (30% funding from UW/HAA)

KEY ISSUE(S)/CONCEPT(S):

A multi-year funding agreement has been proposed through the Calgary United Way and Healthy Aging Alberta, with Administration securing additional funds from Wheatland County FCSS.

Overall, the financial commitment for the Town would be \$65,450.00 to support the three-year grant program.

DESIRED OUTCOMES:

That Council supports the continuation of the Social Prescribing grant program for the remainder of 2025 until September 2028.

COMMUNICATIONS:

Administration will communicate the continuation of the program to key stakeholders and to the public, via the Town of Strathmore website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may provide further direction.
2. Council may defeat the recommended motion, and the Social Prescribing program would cease in September 2025.

Budd Brazier, Manager

Mark Pretzlaff, Director of Community and Protective Services

Approved
- 15 May
2025
Approved

Leana Ashbacher, Senior Manager of Financial Services

- 15 May
2025

Approved

Kevin Scoble, Chief Administrative Officer

- 15 May

2025

Approved

Veronica Anderson, Legislative Services Officer

- 15 May

2025

Approved

- 15 May

2025



Report for Council

To: Council

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

Date Prepared: May 7, 2025

Meeting Date: May 21, 2025

SUBJECT: 2026 Capital Project and Major Initiatives Priority Matrix

RECOMMENDATION: THAT Council direct Administration to utilize the 2026 Capital Project and Major Initiatives Priority Matrix presented for the purposes of prioritizing capital projects to be presented to Council as part of the 2026 Budget package.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

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 2026 Budget. This matrix includes provisions around the Town's Strategic Plan and Corporate Business Plan.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The Matrix will help ensure that the Town of Strathmore is most effectively using available funding for strategic infrastructure projects that create and enhance economic development in alignment with Council's Strategic Plan and the Corporate Business Plan.

SOCIAL SUSTAINABILITY:

The Matrix will help ensure that funding is prioritized for Community Development and Community Wellness in accordance with Council's Strategic Plan and the Town's Corporate Business Plan.

ENVIRONMENTAL SUSTAINABILITY:

The Matrix will help ensure that funding is prioritized for Climate Resiliency in accordance with Council's Strategic Plan and the Town's Corporate Business Plan.

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Having a strong Capital Projects and Major Initiatives Priority Matrix supports the long term assessment regarding the repair, maintain and replacement of assets going forward. The Matrix also assists Council in strategically planning for potential future new community facilities and assets.

ORGANIZATIONAL:

The 2026 Capital Project and Major Initiatives Priority Matrix will not place any added workload on staff as this Matrix is currently being utilized. There continues to be an emphasis placed on forecasting and longer-term planning around future infrastructure needs within the community in order to ensure that there are adequate funding resources available for such projects.

OPERATIONAL:

N/A

FINANCIAL:

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.

POLICY:

The Capital Project and Major Initiatives Priority Matrix is reviewed annually by Council to ensure that it still meets the needs of Council as part of its ongoing budget development process.

IMPLEMENTATION:

Administration will use the Matrix as the basis for recommending Capital Projects and Major Initiatives when presenting the 2026 Operating and Capital Budget for Council for deliberations in November 2025.

BACKGROUND:

During the 2025 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.

KEY ISSUE(S)/CONCEPT(S):

The Capital Projects Prioritization Matrix is a tool to assist with asset management because the capital projects are either refurbishing, replacing and are new assets. This tool will assist with the determining which capital projects could proceed and the timing of when. Further, there are different categories and factors with weightings to quantify and rank the priorities, which are identified in the attachment.

DESIRED OUTCOMES:

Administration is seeking support from Council to utilize the 2026 Capital Project and Major Initiative Matrix for the development of the 2026 Budget.

COMMUNICATIONS:

The 2026 Budget Information will be communicated throughout the organization and will form a critical component of the budget.

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

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

Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

Approved
- 08 May
2025

Leana Ashbacher, Senior Manager of Financial Services

Approved
- 08 May
2025

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

Approved
- 12 May
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 15 May
2025

Veronica Anderson, Legislative Services Officer

Approved
- 15 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 15 May
2025

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	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.		
		<u>Select from list</u>	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.)		<u>Select from List-Strategic Plan and/or Admin Priorities</u>	10%	0
		<u>Select from list</u>	100	Directly aligned with Strategic Plan		
			50	Indirectly linked to Strategic Plan		
			0	No alignment with 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)		<u>Select from List - Business Plan</u>	5%	0
		<u>Select from list</u>	100	Directly aligned with the Business Plan		
			50	Indirectly linked to the Business Plan		
			0	No alignment with the Business Plan		
4	Business Continuity Risk Assessment	The extent to which the project will address/mitigate risk to essential and critical municipal services	100	Significant impact	15%	0
			50	Moderate impact		
		<u>Select from list</u>	10	Low impact		
			0	No impact		
5	Operating Budget Impact	Incremental increase/decrease on operating budget as a result of the project	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)		
		<u>Select from list</u>	-25	Marginal increase in operating costs (between \$5,000 and \$20,000)		
			-50	Moderate increase in operating costs (between \$20,000 and \$50,000)		
			-100	Significant increase in operating costs (>\$50,000)		
6	Financing	<u>Select from list</u>	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 taxi levy funded reserves		
7	Cost/Benefit (Payback/ROI)	<u>Select from list</u>	100	Able to measure a positive ROI with payback period of less than 5 years	10%	0
			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)	<u>Select from list</u>	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.)	100	Generates a significant economic benefit for the local economy	5%	0
			50	Generates a moderate economic benefit for the local economy		
		<u>Select from list</u>	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.



Request for Decision

To: Council

Staff Contact: Leana Ashbacher, Senior Manager of Financial Services

Date Prepared: May 14, 2025

Meeting Date: May 21, 2025

SUBJECT: Debt Management Policy No. 1821

RECOMMENDATION: THAT Council adopt Debt Management Policy No. 1821, as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

This Debt Management Policy will help develop guidelines for budget and taxation. The debt management policy will aid Council in providing stable and predictable tax rates, manage debt limits and plan for sustainable growth.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The Debt Management Policy will help ensure that funding is available for strategic infrastructure projects that create and enhance economic development within the community.

SOCIAL SUSTAINABILITY:

The debt management policy will help ensure that funding is available for social programs and projects.

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Having a strong a Debt Management Policy helps support the long term asset management of critical municipal infrastructure. The policy also assist Council in strategically planning for future new community facilities and services.

ORGANIZATIONAL:

The Debt Management Policy will not place any added workload on staff, but it will require them to continue to be more focused on the financial sustainability of the community over the upcoming decades. Additional work will be required to forecast future infrastructure needs within the community, but it will save staff work by ensuring that adequate funding resources will be available for such projects.

OPERATIONAL:

The Debt Management Policy is developed to support the operational challenges that the Town might be facing. This policy will help ensure that adequate funding is in place to meet the infrastructure needs to keep the operations running smoothly.

FINANCIAL:

The financial implications from the Debt Management Policy are prudent for the community and the organization.

POLICY:

The Debt Management Policy will have significant implications on policies, bylaws, and budgets. Future taxation policies, debt management policies, budget policies and financial plans will work in collaboration with the Debt Management Policy.

Annual Operating and Capital Budgets will be heavily impacted by this policy. Future Property Tax Rate Bylaws and Borrowing Bylaws will all be influenced and guided by the Debt Management Policy.

IMPLEMENTATION:

The next steps with implementation of the Debt Management Policy will be communicating throughout the organization and will form a critical component of future operating and capital budgets. The policy will be best communicated through the community as a critical piece of the annual budget process.

BACKGROUND:

Within the Town's Strategic Plan, Council has identified there was a need for a Debt Management Policy.

Administration has undertaken a review of the policy and compared it with recommendations by the Government Financial Officers Association and best practices used by other municipalities.

Managing the Town's debt contributes to its financial sustainability and flexibility.

The best practices recommended for government budgets based on the GFOA recognizes that debt commits government revenues into the future and may limit the way in which a governing body can respond to changing priorities, revenue sources or circumstances.

A debt policy, as recommended by the GFOA, helps ensure that debt is issued and managed prudently "in order to maintain a sound fiscal position and protect credit quality."

This was brought to Council on May 14, 2025 Committee of the Whole for review and discussion. Administration is now bringing this back to Council for approval.

KEY ISSUE(S)/CONCEPT(S):

The key issue for Council's consideration is whether it wishes to approve the Debt Management Policy.

DESIRED OUTCOMES:

The main benefits of the Debt Management Policy will be financial stability and long-term financial planning.

COMMUNICATIONS:

The Debt Management Policy will be communicated throughout the organization and will form a critical component of future operating and capital budgets. The policy will be best communicated through the community as a critical piece of the annual budget process.

ALTERNATIVE ACTIONS/MOTIONS:

Council may provide further direction to Administration regarding the policy

ATTACHMENTS:

[Attachment I: Policy 1821 - Debt Management Policy 05-2025](#)

Leana Ashbacher, Senior Manager of Financial Services	Approved - 15 May 2025
Kara Rusk, Director of Strategic, Administrative, and Financial Services	Approved - 15 May 2025
Kevin Scoble, Chief Administrative Officer	Approved - 15 May 2025
Veronica Anderson, Legislative Services Officer	Approved - 15 May 2025
Johnathan Strathdee, Manager of Legislative Services	Approved - 15 May 2025

POLICY NUMBER: 1821

REFERENCE:

Resolution No. 000.00.00

ADOPTED BY:

Town Council

PREPARED BY: Financial Services

DATE: May XX, 2025

TITLE: Debt Management Policy

1. Policy Statement

- 1.1. Debt should be regarded as a viable and complementary financing tool alongside grant funding, tax-supported budget allocations, reserves, developer levies, and partnerships for the purchase, construction, and rehabilitation of capital assets. All of these components must come together as part of a long-term asset management plan and funding strategy.
- 1.2. Debt is only permitted for capital infrastructure projects. Debt is not to be used for operating expenditures with the rare exceptional requirement to manage cash flow or extraordinary events.
- 1.3. The Town must maintain flexibility within defined debt and debt servicing limits to ensure both sustainability and the ability to respond to unplanned emergent items.
- 1.4. Debt should be structured in a way that promotes generational equity to support the philosophy that those who benefit from the use of the asset contribute proportionally to its cost.

2. Purpose

- 2.1. To support the use of debt as a strategic financing tool, this policy establishes principles, guidelines, and controls for the issuance of new debt.
- 2.2. Aligning with the Town's Asset Management Policy and planning processes, the Town seeks to strategically manage borrowing capacity for future infrastructure requirements, to maintain maximum flexibility of

current operating funds, and to control the impact that debt charges will have on future tax and utility rates.

- 2.3. The Town recognizes that, properly applied, debt can be a cost-effective source of funding that complements the sustainability of an organization. Debt decisions shall take a long-term view balancing quality of life and financial impacts.

3. Definitions

- 3.1. "Act" means the Municipal Government Act, RSA 2000, c M-26 and amendments thereto.
- 3.2. "Borrowing bylaw" is a Council approved bylaw referred in accordance with the *Municipal Government Act* which authorizes a municipality to borrow money.
- 3.3. "Bullet" refers to fixed interest only payments until the end of the term when the principal and final interest payment are made.
- 3.4. "Cash" refers to cash, cash equivalents, and short term (less than 5 years) investments.
- 3.5. "Capital Funding Formula" refers to a base budgeted amount built into the operating budget consisting of three components: long-term debt, capital reserves and Pay-As-You-Go.
- 3.6. "Capital Asset Lifecycle" refers to a component of the Capital Funding Formula where annual transfers are made to provide stable funding for the repair, maintenance and replacement of groups of assets supported by detailed long-term replacement plans.
- 3.7. "Capital Business Case" refers to an analysis that demonstrates the necessity for and viability of a new project which includes a financial analysis of the capital and operating costs of a new project.
- 3.8. "Capital Expenditures" means expenditures incurred to acquire, develop, or renovate assets where the benefit of the expenditure will extend beyond a one-year period and the amount of the expenditure exceeds the Town's minimum capitalization threshold.
- 3.9. "Chief Administrative Officer" or "CAO" means the individual appointed by Council to the position of Chief Administrative Officer under section 205 of the Act and pursuant to the Chief Administrative Officer Bylaw 18-19 or their designate.
- 3.10. "Debt Limit" refers to the Town's established debt limit or, as applicable based on the context, the provincial Debt Limit Regulation

- 3.11. "Debt Repayment" refers to the regular and/or special repayment of debt principal that has been incurred to finance capital projects.
- 3.12. "Debt Servicing" means annual required debt repayments including interest and principal.
- 3.13. "Emergency Purposes" refers to an urgent and unexpected situation that poses a risk to health, life, property, or environment and requires immediate action.
- 3.14. "Fixed and Variable Rates" refer to a unique repayment schedule.
- 3.15. "Fixed Principal" refers to a concept where payment declines over time as principal repayment amount is fixed, and interest is added based on the outstanding balance.
- 3.16. "Internal Financing" refers to borrowing from existing Town reserves to finance projects. When the Town internally finances, the repayment terms will include the principal amount borrowed plus interest. The interest owed shall begin accruing in the month following the borrowing.
- 3.17. "Level Debt Service" (i.e. Blended Amortization) is a fixed payment over the life of the term with a blend of principal and interest in the amount.
- 3.18. "Long-Term Debt" means a debt obligation that is typically issued for capital expenditures. In the case of the Town, this is usually in the form of a debenture varying in debt terms of three years or greater.
- 3.19. "Long-Term Financial Plan" includes the long-term outlook for Town's capital plan that included debt financing requirements.
- 3.20. "Municipal infrastructure" means all Town owned buildings, parks, trails, transportation networks and information technology forming part of the built environment but excluding utility infrastructure.
- 3.21. "Off-Site Levy Reserves" are reserves to fund future development of specified - ff-site roadway and utility construction.
- 3.22. "Pay-As-You-Go" represents annual tax levy revenues that are budgeted within the operating budget to finance tax-supported capital expenditures.
- 3.23. "Reserves" are money that has been specifically set aside by Council to finance future expenditures, which are either operating or capital in nature.
- 3.24. "Revenues" means the total amount of money brought in on an annual basis as published in the last audited financial statements of the Town prior to the time of calculation, to include money from taxes, utilities, user fees, departmental and corporate programs, developer and customer contributions, and Boards and Authorities.

- 3.25. "Short-Term Debt" means a debt obligation that is used to cover cash-flow timing issues, smaller capital projects, and interim financing for capital expenditures. The term of debt is less than three years.
- 3.26. "Sustainability" means meeting present needs without compromising the ability to meet future needs.
- 3.27. "Tax Levy Revenues" means revenues generated to pay for tax-supported operations. This revenue is calculated annually, taking the overall expenditures and subtracting all other sources of revenue such as user fees, fines, permits, grants and investment income. The balance remaining is the amount to be raised through municipal property taxes.
- 3.28. "Tax-Supported Debt Servicing" represents has annual required debt payments including interest and principal issued for capital expenditures using tax levy as the source of repayment.
- 3.29. "Utilities" are self-funded operations providing a service to its customers, at rates regulated by Town Council, and are: Water, Waste Water, Storm Water, and Solid Waste/Organics/Recycling.
- 3.30. "Utility Infrastructure" means all the systems and facilities associated with the Town's Water, Waste Water, Storm Water, and Solid Waste/Organics/Recycling utilities.

4. Responsibilities

- 4.1. Council is responsible for:
 - 4.1.1. the approval of borrowing bylaws to authorize short and long-term debt; and
 - 4.1.2. working with the CAO to prioritize future capital plan projects to be considered for debt financing.
- 4.2. The Chief Administrative Officer is responsible for:
 - 4.2.1. preparation of borrowing bylaws and managing any advertising requirements as stipulated in the Act;
 - 4.2.2. communicating to Council any tax and/or utility rate impacts related to the debt;
 - 4.2.3. managing the Town's debt in a responsible and planned manner in accordance with this policy, ensuring appropriate resources are available to meet current and future obligations; and
 - 4.2.4. reviewing the Long-Term Financial Plan with Council to confirm priorities on regular basis.

5. Service Standards/Expectations

5.1. Introduction and Context

- 5.1.1. All capital funding types, including taxes, reserves, grants, levies, and debt, are ultimately borne (i.e. guaranteed) by the taxpayer either in the form of direct payment or with relation to grants through the allocation to one project versus another.
- 5.1.2. The Town will always be in a position where demand, want, or requirement for capital investment exceeds available funding.
- 5.1.3. To support decision making, the Town has a robust process for the evaluation and prioritization of both municipal and Off-Site Levy capital projects that considers:
 - 5.1.3.1. impact on or support for health, safety, and environment;
 - 5.1.3.2. level of alignment with Council's Strategic Plan or other policy direction;
 - 5.1.3.3. its support for maintaining or enhancing services and service levels;
 - 5.1.3.4. financial and non-financial the return on investment; and
 - 5.1.3.5. the level to which the project supports strategic growth.
- 5.1.4. Only those projects that score highly in these areas to demonstrate direct benefit to the community should be considered for funding. The combination of funding sources for these projects will be determined to make maximum use of grants, support generational equity, and propose debt in consideration of its long-term obligation for the Town and alignment to this policy.

5.2. Short-Term Debt

- 5.2.1. The Town may, from time to time, incur short-term debt to:
 - 5.2.1.1. manage short-term cash flow requirements; and
 - 5.2.1.2. provide financing for emergency purposes.
- 5.2.2. Short-term debt shall be financed through:
 - 5.2.2.1. internal financing;
 - 5.2.2.2. a line of credit; or
 - 5.2.2.3. conventional short-term banking.
- 5.2.3. Where short-term debt is used, a funding source to repay the short-term debt must be identified prior to borrowing.

5.3. Internal Financing

- 5.3.1. The Town may use internal financing to fund capital projects to reduce overall net borrowing costs when:
 - 5.3.1.1. the Town's reserve position allows it; and
 - 5.3.1.2. cash flow analysis supports it.
 - 5.3.1.3. Where the Town chooses to internally finance, a repayment schedule will be established, and a financing rate shall be applied to funds required to offset the capital project expenditures. The rate used shall be the average rate of return earned by the Town's investments. This interest rate is intended to offset the investment interest not earned or lost by the Town on funds utilized to finance capital projects.

5.4. Long-term Debt

- 5.4.1. Long-term debt may be considered for capital expenditures for municipal or utility infrastructure where the expected asset life, or increase to asset life, is greater than five years, and a valid project charter has been approved by Council.
- 5.4.2. Prior to approval of any project being considered for debt financing, administration shall analyze and communicate to Council the estimated impacts on the Town's existing and forecasted debt position, potential tax impacts, and reserve policy compliance as it relates to the Off-Site Levy (if applicable).
- 5.4.3. The repayment term (i.e. amortization) in respect of long-term debt shall not exceed the useful life of the asset being financed by the Town.
- 5.4.4. Debt terms shall be chosen in consideration of total cost of borrowing, tax impacts, management of debt levels, and generational equity.
- 5.4.5. In support of the overall Long-Term Financial Plan, the Chief Administrative Officer may also choose alternate repayment structures, such as level debt service, fixed principal, bullet, and fixed and variable rates.
- 5.4.6. The Town may borrow by debenture, conventional bank financing, or other approved financing debt instruments including internal financing.

5.5. Debt Limits

- 5.5.1. To ensure debt capacity remains for emergency purposes, the Town shall adhere to a ceiling for borrowing purposes of 60% of the debt limits prescribed by provincial regulation. These shall be referred to as the Town's "internal debt limits".

5.6. Debt Servicing Limits

- 5.6.1. The Town shall establish internal debt servicing limits to support the long-term financial sustainability of the Town.
 - 5.6.1.1. Total debt servicing shall not exceed 18% of the Town's consolidated operating expense budget. This excludes any amount budgeted for existing debt servicing.
 - 5.6.1.2. Tax-supported debt servicing shall not exceed 12% of the Town's consolidated operating expense budget. This excludes any amount budgeted for existing debt servicing.

5.7. Repayment of Debt

- 5.7.1. The Town of Strathmore is legally responsible for all debt servicing payments regardless of the initial intended funding source. For projects approved for funding through the Off-Site Levy Recovery Fund, if the fund experiences a deficit, any debt serviced from it will require a new funding source to be identified, such as property taxes or an alternate reserve.
- 5.7.2. Retiring tax-supported debt servicing will not be used to reduce the tax requirement where additional debt is planned in the next five years. Where new debt is not anticipated in the upcoming budget year, the same amount will be redirected to Pay-As-You-Go on an interim basis until such time as new debt servicing is required.
- 5.7.3. New tax-supported debt servicing will be added to the tax requirement as an ongoing adjustment in the year the first payment becomes payable in an amount that is not offset by 5.7.2 above.
- 5.7.4. The Town may take advantage of opportunities to retire outstanding debt early if financially beneficial considering debt retirement penalties. High interest, tax supported debt shall be given priority consideration for early debt repayment.

5.8. Reporting

- 5.8.1. The Chief Administrative Officer shall report to Council regarding the Town's compliance with this policy. Reporting on the Town's

outstanding debt, debt and debt servicing limits, and long-term projections shall be provided through the quarterly reports, budget process, and annual financial statements.

5.9. Policy Review

5.9.1. This policy shall be reviewed in accordance with the corporate review schedule.

6. Legal References

Debt Limit Regulation, Alta. Reg. 255/2000

7. Cross References

Policy 1802 – Accounting for Capital Assets

Policy 1809 – Budget Policy

Policy 1810 – Asset Management Policy

Policy 1817 – Financial Reserves Policy

END OF POLICY

APPROVAL

Mayor

Director of Strategic, Administrative
and Financial Services



Request for Decision

To: Council

Staff Contact: Lisa Montgomery, Manager of Recreation and Culture

Date Prepared: May 11, 2025

Meeting Date: May 21, 2025

SUBJECT: **Community Improvement Program (CIP) Funding Recommendations**

RECOMMENDATION: THAT Council approve funding in the amount of \$4,000.00 to the Project H.O.P.E Foundation through the Community Improvement Program.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The Community Improvement Program (CIP) provides grant funding to Strathmore and area-based not-for-profit community organizations to support the myriad of recreation, culture, and social based programs and activities that enhance Strathmore's overall identity, sense of place, and quality of life for residents.

The recommendations brought forward by the the CIP Evaluation Committee will provide support to these organizations, helping them to create opportunities to connect the Strathmore community and celebrate civic pride.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

The foundation of the Community Improvement Program is grounded in Strathmore's vision of recreation, culture, and social-based programs and activities contributing to its overall identity, sense of place, and quality of life.

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Should Council approve this recommendation, there would be approximately \$16,000 remaining in the CIP fund, with two more allocation periods scheduled for the remainder of the year.

ORGANIZATIONAL:

N/A

OPERATIONAL:

Should Council decide not to approve the recommendation of the CIP Evaluation Committee, this application would need to go back to the CIP Committee for further review. This would necessitate additional staff time, but most importantly, time from the volunteer CIP Evaluation Committee members.

FINANCIAL:

Should Council approve this recommendation, there would be \$16,000 remaining in the CIP fund.

POLICY:

CIP applications are reviewed based on Policy #7204 Community Improvement Program Policy.

IMPLEMENTATION:

If approved, Administration will issue a cheque to this organization in the approved amount.

BACKGROUND:

On May 6, 2025, the CIP Evaluation Committee met to review one (1) application. This application was submitted by Project H.O.P.E Foundation requesting funds to cover facility rental costs associated with their 80s Night - 2025 Spring Fundraiser. This event was held on March 29, 2025. The 80s Night - 2025 Spring Fundraiser was held at the Civic Centre.

The Committee scored this application using the Community Improvement Program (CIP) Evaluation Scoresheet.

Based on the results of this evaluation, the Committee subsequently felt comfortable bringing forward the proposed recommendation for Council's approval.

The CIP Committee Meeting Minutes, CIP Evaluation Scoresheet, and CIP Meeting Agenda are attached from the May 6th meeting.

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

THAT the recommendation of the CIP Evaluation Committee be supported.

COMMUNICATIONS:

If approved, Administration would advise this organization that their CIP application was approved, as well as indicate the recommended funding that has been granted.

ALTERNATIVE ACTIONS/MOTIONS:

That Council request additional information from the CIP Evaluation Committee.

ATTACHMENTS:

[Attachment I: ProjectHOPEScoring](#)

[Attachment II: CIP Agenda - May 6, 2025](#)

[Attachment III: CIP Minutes May 6, 2025](#)

Mark Pretzlaff, Director of Community and Protective Services

Approved
- 15 May
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 15 May
2025

Veronica Anderson, Legislative Services Officer

Approved
- 15 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 15 May
2025

Community Improvement Program (CIP) Evaluation Scoresheet



Review Criteria

The CIP Review Committee will review each application and score using the following review criteria and 50 point scoring system.

Applicant Name: **Project H.O.P.E.**

Amount Requested **\$4,000**

Instructions for scoring:

Enter score from 0 – 5 in appropriate box (blue shaded area). The total points will automatically be calculated according to the weight for each criteria.

Approval Criteria:

Score 0 - 25	not approved
Score 26 - 34	requires more info
Score 35 - 50	approved

Funding Amount Criteria:

Score 35 - 45	as determined by the committee
Score 46 - 50	full amount requested

1. Project Goals and Objectives: (Weight 10)

Project goals are unclear or inappropriate; Objectives not offered or not SMART	Project goals are clear; Questionable objectives are offered that are weak or lack specificity or measures	Project goals are well framed and adequate; Objectives are adequate to the task but could perhaps be strengthened	Project goals are exceptionally well crafted; Objectives are rich and do much in helping the project define success
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	0	5
			Total Score 10

2. Project Plan (Weight 15)

Proposed steps are not offered or are not appropriate; Person/s responsible for different tasks are not stated or unclear; Time for completing steps not well established or may not be feasible; Risk mitigation is missing or unclear	Proposed steps seem misguided or could be significantly improved; Person/s responsible for completing tasks are somewhat appropriate but could be improved; Time for completing steps is offered but could be improved significantly; Risk mitigation is offered but could be improved	Proposed steps are adequate as presented; Person/s responsible for completing steps are adequate for the proposed effort; Time for completing steps seen as well founded and very achievable; Risk mitigation is adequate	Proposed steps are polished and well thought out; Person/s responsible for completing steps are well suited for the effort; Time for completing tasks is correctly assessed and confident this applicant can deliver on the planned work; Risk mitigation is very clear and detailed
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	0	5
			Total Score 15

3. Project Partners (Weight 5)

Appropriate partners or stakeholders are not involved, or no partners are identified	Some appropriate partners or stakeholders appear to be missing	The partners and stakeholders identified are adequate and their roles are clearly stated	The partners and stakeholders identified are fitting and will strengthen the project; and a letter of support provided that clearly indicates the partners role
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	0	5
			Total Score 5

4. Project Evaluation (Weight 10)

Evaluation measures and methods are lacking or not clear; Effort unsure of itself in terms of what success would look like	Evaluation measures and methods are offered but could be enhanced or improved; Elements of success not well defined	Evaluation measures and methods are adequate as offered; Elements of success are strongly identified	Evaluation measures and methods are thoughtful; The applicant team has concise knowledge of how they envision success
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	0	5
			Total Score 10

5. Project Budget (Weight 5)

Budget is very poorly constructed; Disconnected from project	Budget marginally constructed, appropriately connected to the project with some exceptions	Budget matches well with scope or work as offered and is appropriate to the work	Budget is well crafted and in synergy with project plan
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	0	5
			Total Score 5

6. Overall Project (Weight 5):

Project poorly constructed and there would be little potential and/or community support	Project somewhat described but without enough detail to gauge impact or impact deemed low	Project well described with a complete picture and good community collaboration	Cleverly developed project with high potential for success; A novel proposal
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	0	5
			Total Score 5

Approval Criteria:

Score 0 - 25	not approved
Score 26 - 34	requires more info
Score 35 - 50	approved

Funding Amount Criteria:

Score 26 - 45	as determined by the committee
Score 46 - 50	full amount requested

Total Overall Score: 50

Approval Status	Full amount requested
Funding Amount	\$4,000

Additional Comments/Feedback

Project Plan: The plan was clearly written, had a lot of details regarding the fundraiser. We followed up to request a few documents prior to the meeting which were promptly given. We did have questions at the meeting, again the response to our email regarding the follow up was prompt.

Project Evaluation: Very clear on what the plan was and what they were looking for.

Recommendations:

Need actuals from fundraiser, need to know amount for promotional material, need to know what was target for fundraiser.
There could be some changes done to our forms, which would make some of the areas clearer for the applicants.

Comments/suggestions for applicant:

Community Improvement Program

Meeting Agenda

Wednesday, May 6th, 2025 – 12:00 PM

Location: SMB (Room 103)

- 1) Introduction of members
- 2) New Application Review:
 - a) Project H.O.P.E.
- 3) Policy Review Discussion
 - a) Discuss potentially some potential changes to policy to align with application form
 - b) Discuss changes to application form
 - c) Applications reason there was only one
 - i) Follow up had been done with another but we never received the required documentation.

Community Improvement Program

May 6, 2025 – Meeting Minutes

In Attendance

June Pirie, Beverly Bell, Jon Moore, Virginia Howard, Peter Groenen, Mark Pretzlaff, Lisa Montgomery, Michelle Gibson

Call To Order

12:00 PM – meeting started.

New Business

New Application Review

Application #1

Reviewed application from Project H.O.P.E (2025 Spring Fundraiser) for funding associated with hosting 80's Night at Strathmore Civic Centre. Project H.O.P.E is requesting funding to help cover the fees associated to Project H.O.P.E 80's Night.

Motion:

That the Committee recommend the following funding allocation for approval by Town Council: \$4,000.00 for partial costs associated with hosting the 80's Night by Project H.O.P.E.

Policy Review Discussion

- a) **Funding Explanation** – Committee discussed when receiving an application, the committee needs exact description of what they want/need for the

Next Meeting: August 5 at 12pm

Adjournment

Meeting at 1:00pm



Request for Decision

To: Council

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

Date Prepared: March 24, 2025

Meeting Date: May 21, 2025

SUBJECT: **Designated Officer Bylaw No. 25-12**

RECOMMENDATION: THAT Council give First Reading to Bylaw No. 25-12, being the Designated Officer Bylaw.

THAT Council give Second Reading to Bylaw No. 25-12, being the Designated Officer Bylaw.

THAT Council give unanimous consent to give third and final reading to Bylaw No. 25-12, being the Designated Officer Bylaw.

THAT Council give Third Reading to Bylaw No. 25-12, being the Designated Officer Bylaw.

THAT Council appoint Kevin Scoble, Chief Administrative Officer, Kara Rusk, Director of Strategic, Administrative and Financial Services, Mark Pretzlaff, Director of Community and Protective Services, Shawn Press, Senior Peace Officer and Kirk Meers, Community Peace Officer, as Designated Officers.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY**ECONOMIC SUSTAINABILITY:**

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

General implications associated with the appointment of Designated Officers will be to fill the gap identified by Administration for the carrying out of powers, duties and functions associated with certain roles.

ORGANIZATIONAL:

The appointment of Designated Officers grants the authority to individuals employed by the Town to carry out the powers, duties and functions associated with certain roles.

OPERATIONAL:

N/A

FINANCIAL:

Financial implications are limited to staff time associated with the carrying out of each Designated Officers' powers, duties and functions.

POLICY:

The appointment of Designated Officers are made in accordance with Section 210 the *Municipal Government Act* (MGA), which states:

A council may

(a) by bylaw establish one or more designated officer positions, give each of the positions a different title and specify which powers, duties and functions of a designated officer under this or any other enactment or bylaw are to be carried out by

which positions, and
 (b) appoint individuals to the designated officer positions.

The powers, duties and functions of such Designated Officers are governed by the MGA, the *Freedom of Information and Protection of Privacy Act* and Town of Strathmore Bylaws 18-19 - CAO Bylaw and 21-22 - FOIP Bylaw.

The following resolutions were passed by Council in respect of the appointment of the CAO and FOIP Head:

December 1, 2021

Resolution No. 418.12.21

THAT Council appoint Mr. Kevin Scoble as the Town's Chief Administrative Officer in accordance with the Municipal Government Act, effective January 10, 2022.

September 1, 2021

Resolution No. 316.09.21

THAT Council give third and final reading to Bylaw No. 21-22, being the FOIP Bylaw.

IMPLEMENTATION:

Designated Officer appointments are implemented on the adoption of the presented bylaw and associated resolution.

BACKGROUND:

In 2024, Administration was faced with difficulties in the enforcement of penalties and associated actions related tax arrears on mobile homes. Following discussions with outside legal counsel and internal stakeholders, it was determined that the Town does not currently have the appropriate measures in place to enforce on certain issues. With legal counsel's input, Administration has come to the conclusion that the passing of a designated officer bylaw and associated appointment of designated officers provides the the Town with the necessary authority required to exercise certain legislated powers.

Pursuant to the MGA, a CAO may delegate any of his or her powers, duties, or functions to a designated officer or to another employee. Designated officer positions are established by bylaw and are subject to the CAO's supervision, unless otherwise provided by bylaw. A designated officer may also further delegate to an employee of the municipality any of those powers, duties or functions.

Currently, the Town does not have any bylaw in place appointing designated officers (although the CAO is automatically granted that power under the MGA and the CAO Bylaw). Administration has identified a gap in the appointment of designated officers and has referenced the bylaws of several Alberta municipalities and researched relevant legislation and Town bylaws to identify the appropriate positions for this purpose.

The positions identified by Administration to be most appropriate are:

- a. CAO, to carry out the powers, duties and functions set out in Town CAO Bylaw No. 18-19 and Part 6 of the MGA;
- b. FOIP Head, to carry out the powers, duties and functions set out in Town FOIP Bylaw No. 21-22 and under the authority of the FOIP Act;
- c. Community Protection Officer to carry out the powers, duties and functions set out in Part 13, Division 4 of the MGA; and
- d. Director of Community and Protective Services to support the Community Protection Officer in carrying out the powers, duties and functions set out in Part 13, Division 4 of the MGA.

KEY ISSUE(S)/CONCEPT(S):

The key issue for Council's consideration is whether it wishes to:

- 1) Approve the Designated Officer Bylaw as presented; and
- 2) Appoint Designated Officers as recommended.

DESIRED OUTCOMES:

The desired outcome is that Council adopt the Designated Officer Bylaw, as presented, and appoint the recommended individuals as designated officers for the Town.

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

That Council defer this discussion to the next Committee of the Whole meeting.

ATTACHMENTS:

[Attachment I: 2025 Designated Officer Bylaw No. 25-12](#)

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

Approved
- 14 May
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 15 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 15 May

BYLAW NO. 25-12
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA TO ESTABLISH DESIGNATED OFFICER POSITIONS AND POWERS.

WHEREAS pursuant to the *Municipal Government Act*, RSA 2000, Chapter M-26, as amended, provides that Council may pass a bylaw to establish one or more positions to carry out the powers, duties and functions of a Designated Officer;

AND WHEREAS Council desires to exercise its authority pursuant to the *Municipal Government Act* by establishing Designated Officer Positions;

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

1.0. SHORT TITLE

- 1.1 This Bylaw may be cited as the "Designated Officer Bylaw".

2.0. DEFINITIONS

- 2.1 Words used in this bylaw have the same meaning as defined in the *Municipal Government Act*, with the following changes or additions:
- a) "CAO" means the person appointed to the position of Chief Administrative Officer of the Town of Strathmore, or their designate;
 - b) "Director of Community and Protective Services" means the individual employed by the Town that oversees community and protective services;
 - c) "FOIP Act" means the *Freedom of Information and Protection of Privacy Act*, RSA 2000, F-25 and amendments thereto;

- d) "FOIP Head" means the individual employed by the Town and appointed pursuant to Town of Strathmore FOIP Bylaw No. 21-22;
- e) "MGA" means the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments thereto;
- f) "Town" means the Town of Strathmore, a municipal corporation in the Province of Alberta;

3.0. DESIGNATED OFFICERS

- 3.1 The following Designated Officer positions are established, and the persons appointed to these positions will have the following titles and powers, duties and functions:
 - a) CAO, to carry out the powers, duties and functions set out in Town CAO Bylaw No. 18-19 and Part 6 of the MGA;
 - b) FOIP Head, to carry out the powers, duties and functions set out in Town FOIP Bylaw No. 21-22 and under the authority of the FOIP Act;
 - c) Community Protection Officer to carry out the powers, duties and functions set out in Part 13, Division 4 of the MGA; and
 - d) Director of Community and Protective Services to support the Community Protection Officer in carrying out the powers, duties and functions set out in Part 13, Division 4 of the MGA.

4.0. DELEGATION OF AUTHORITY

- 4.1 Designated officers may delegate any of the officer's powers, duties or functions under this or any other enactment or bylaw to an employee of the municipality.

5.0. ACCOUNTABILITY

- 5.1 The FOIP Head, Community Protection Officer and Director of Community and Protective Services are all subject to supervision by and accountability to the CAO.

6.0. SEVERABILITY

- 6.1 If any section or part of this Bylaw is found in any course of law to be illegal, or beyond the power of Council to enact, such section or parts shall be deemed to be severable and all other sections or parts of this Bylaw shall be deemed to be separate and independent there from and be enacted as such.

7.0. EFFECTIVE DATE

- 7.1 This Bylaw shall become effective when it has received third and final reading and has been signed by the Mayor and Director of Strategic, Administrative & Financial Services.

READ A FIRST TIME THIS ____ day of ____, 2025.

READ A SECOND TIME THIS ____ day of ____, 2025.

READ A THIRD AND FINAL TIME THIS ____ day of ____, 2025.

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE,
AND FINANCIAL SERVICES



Request for Decision

To: Council

Staff Contact: Chuck Procter, Manager of Development Services

Date Prepared: May 14, 2025

Meeting Date: May 21, 2025

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

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

AND THAT Council direct Administration to schedule a Public Hearing for Bylaw No. 25-17 on June 18, 2025 at 7:00 p.m. in Council Chambers.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

SUSTAINABILITY

IMPLICATIONS OF RECOMMENDATION:

IMPLEMENTATION:

Staff will advertise the public hearing in accordance with Section 606 of the Municipal Government Act. We will also request that the public hearing be advertised on Town social media.

BACKGROUND:

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

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

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

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

Staff will advertise the public hearing in accordance with the Municipal Government Act by including notices in the Strathmore Times, on the Town's social media pages, publishing notice on the Town's website, and by sending notice by regular mail to adjacent landowners.

ALTERNATIVE ACTIONS/MOTIONS:

Council may support the recommendation or defer first reading and/or the public hearing.

ATTACHMENTS:

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

Chuck Procter, Manager of Development Services

Approved
- 16 May
2025

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

Approved
- 16 May
2025

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

Approved
- 16 May

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

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

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

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

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

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

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

READ A FIRST TIME this ___ day of ____, 2025

PUBLIC HEARING HELD this ___ day of ____, 2025

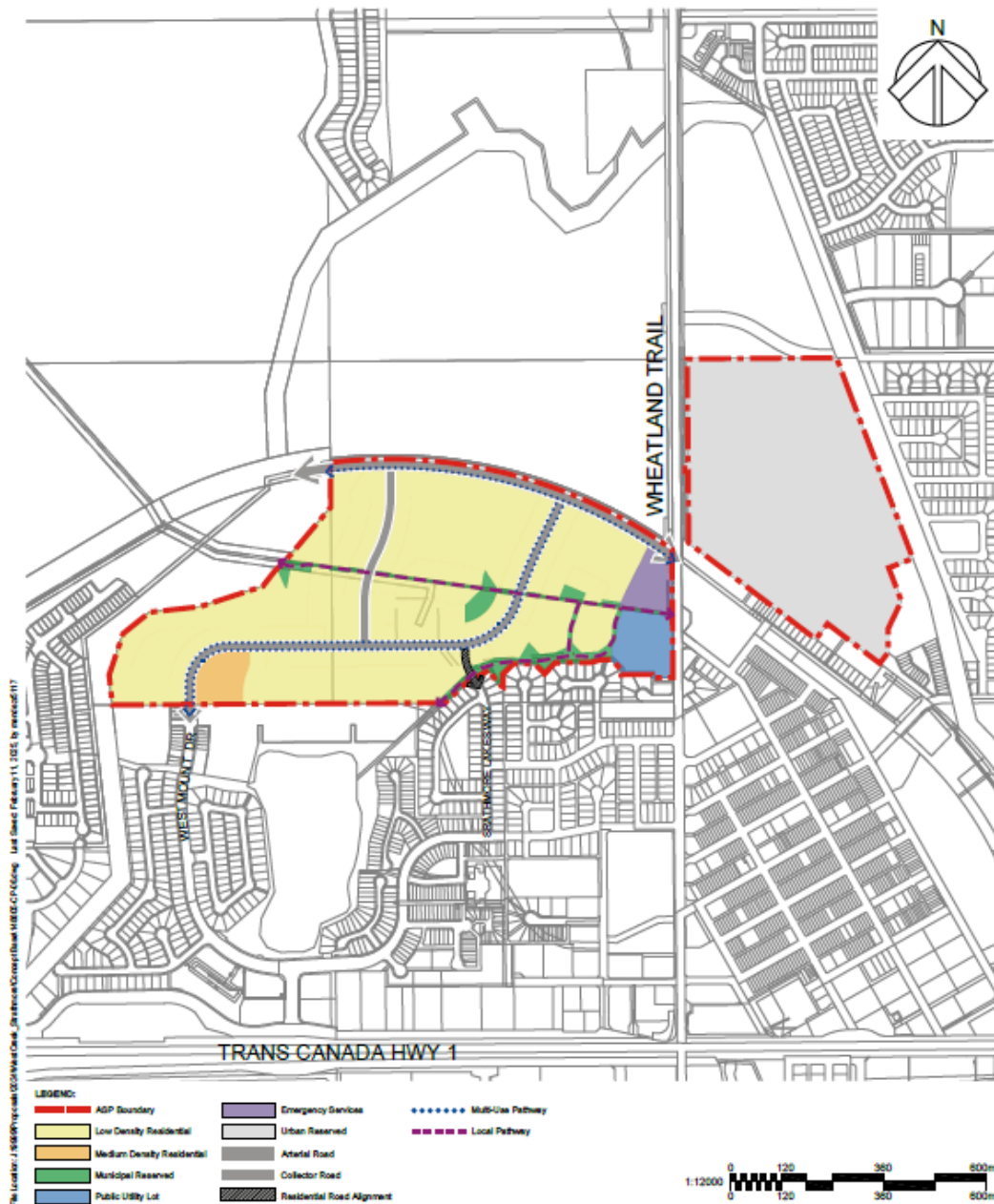
READ A SECOND TIME this ___ day of ____, 2025

READ A THIRD AND FINAL TIME this ___ day of ____, 2025

Mayor

Director of Strategic, Administrative
& Financial Services

SCHEDULE "A"
Map 7 Future Land Use Concept





Request for Decision

To: Council

Staff Contact: Glen Ferguson, Senior Planner

Date Prepared: May 5, 2025

Meeting Date: May 21, 2025

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

RECOMMENDATION: THAT Council give first reading to Bylaw No. 25-08, being a bylaw to amend Land Use Bylaw No. 14-11; and,

THAT Council direct Administration to schedule a public hearing for Bylaw No. 25-08 on June 18, 2025, at 7:00 p.m. in Council Chambers.

STRATEGIC PRIORITIES:



Affordable Living



Climate Resiliency



Community Development



Community Wellness



Economic Development



Financial Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

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

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

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

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

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

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

SOCIAL SUSTAINABILITY:

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

ENVIRONMENTAL SUSTAINABILITY:

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

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

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

ORGANIZATIONAL:

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

OPERATIONAL:

N/A

FINANCIAL:

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

POLICY:

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

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

IMPLEMENTATION:

With respect to the MGA, Section 692(1) of the [Municipal Government Act](#) requires that Council hold a public hearing with respect to the proposed bylaw prior to giving second and third reading to the proposed bylaw to amend a Land Use Bylaw. Staff will advertise the public hearing in accordance with Section 606 of the Municipal Government Act .

BACKGROUND:

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

The amendment to the WestCreek ASP was adopted on May 7, 2025, and the amending bylaw is now in full force and effect, Attachment IV. This current application to amend the Town's Land Use Bylaw represents the next step in the land use planning process and will facilitate the eventual subdivision of the lands within Phase 1 of the amended WestCreek ASP.

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

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

The lands are designated Residential along with three northerly portions being designated Wetlands on Figure 2: Land Use Concept Plan of the Town's MDP. The lands are currently zoned "R1", Single Detached Residential, "R1S", Single Detached Residential (Small Lot), "R2", Low Density Residential, "RX", Attached Housing, and "UR", Urban Reserve under the Town's LUB.

The proposed amendment to the Town's LUB would rezone the lands to "DC-R1", Direct Control – Single Detached Residential, "DC-R1S", Direct Control – Single Detached Residential (Small Lot), "DC-R2", Direct Control – Low Density Residential, "R2X", Medium Density Attached Housing District, and "P1", Public Service District. The proposed direct control districts would permit the following:

- "DC-R1": Reduced minimum lot area, minimum lot size for corner lots, a minimum site width, while permitting smaller side-yard setbacks.

- “DC-R1S”: Reduced minimum site width and reduced side-yard setbacks. A zero-lot line is also introduced on one side, with a private maintenance easement on the other.
- “DC-R2”: Reduced minimum lot area, minimum site width, and minimum yard setbacks.

The application to re-designate the lands within Phase 1 of the WestCreek ASP has been circulated to relevant internal and external agencies and departments for review and comment. At the time of writing this report, the following comments have been received from circulated agencies and departments:

- ATCO Gas Distribution has no concerns.
- Alberta Transportation and Economic Corridors (ATEC) has provided initial comments and have no concerns. The applicant is required to follow all applicable ATEC policies and procedures and a copy of ATEC comments have been provided to the applicant.
- Fortis Alberta Inc. and Telus Communications have no concerns.
- RCMP has no concerns from a law enforcement perspective, but it is noted that certain information will be beneficial to have once construction starts, such as site contact and keyholder information in the event that site access is required during off-hours to address any site issues.
- Wheatland County notes that the development proposal appears to be consistent with the Town of Strathmore-Wheatland County Intermunicipal Development Plan (IDP). The development is outside of the area identified as Future Development Scenario and pursuant to Section 2.3.7 of the IDP the lands are not adjacent to the municipal boundary between the Town and Wheatland County. Land use conflict is not expected between existing non-residential land uses in the County and the land uses proposed in the WestCreek development.

KEY ISSUE(S)/CONCEPT(S):

It should be noted that a further public hearing related to the land use changes will need to be held under the MGA. The Town has also received an application for subdivision that cannot proceed to a decision until both the WestCreek ASP and the Land Use Bylaw have been amended.

DESIRED OUTCOMES:

That Council give first reading to Bylaw No. 25-08 and provide Administration with direction to schedule a public hearing for Bylaw No. 25-08.

COMMUNICATIONS:

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

entirely hosted by applicant and intended to communicate their development proposal to the public ahead of the matters proceeding to Council for consideration.

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

Staff will advertise the public hearing at Council by including written notices in the Strathmore Times and on the Town's social media pages, as well as publishing the notices on the Town's website and by sending the notices by regular mail to adjacent landowners.

ALTERNATIVE ACTIONS/MOTIONS:

Council may support the recommendation or defer the first reading and/or public hearing.

ATTACHMENTS:

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

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

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

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

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

Chuck Procter, Manager of Development Services

Approved
- 13 May
2025

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

Approved
- 14 May
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 14 May
2025

Veronica Anderson, Legislative Services Officer

Approved
- 14 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 14 May
2025

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

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

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

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

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

1. SHORT TITLE

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

2. AMENDMENTS

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

"1. APPLICATION

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



Figure 1: Direct Control District Overlay – WestCreek Phase 1

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

2. REGULATIONS

- 2.1 Notwithstanding any other provision hereof to the contrary, within any area designated “DC(R1)” on Schedule E26, all provisions of this Bylaw applicable to the “R1” District shall apply subject to the following modifications:
- a) That a minimum site area of 315 m² is required;
 - b) That a minimum site area for corner lots of 372 m² is required;
 - c) That a minimum site width of 10.3 m for internal lots and 12.1 m for corner lots is required; and,
 - d) That a minimum side yard of 1.2 m from a side property line shared with an internal lot be required.
- 2.2 Notwithstanding any other provision hereof to the contrary, within any area designated “DC(R1S)” on Schedule E26, all provisions of this Bylaw applicable to the “R1S” District shall apply subject to the following modifications:
- a) That a minimum site width of 7.9 m for internal lots and 9 m for corner lots be required;
 - b) That the following minimum side yards for a principal building be provided:
 - i. 1.2 m from a side property line shared with an internal lot;

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

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

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

- a) That a minimum site area of 220 m² is required;
- b) That a minimum site width of 7.3 m for interior lots and 9.1 m for corner lots be required; and,
- c) That a minimum side yard of 1.2 m from a side property line shared with an internal lot be required."

3. EFFECTIVE DATE

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

READ A FIRST TIME this _____ day of 2025

PUBLIC HEARING HELD this _____ day of _____, 2025

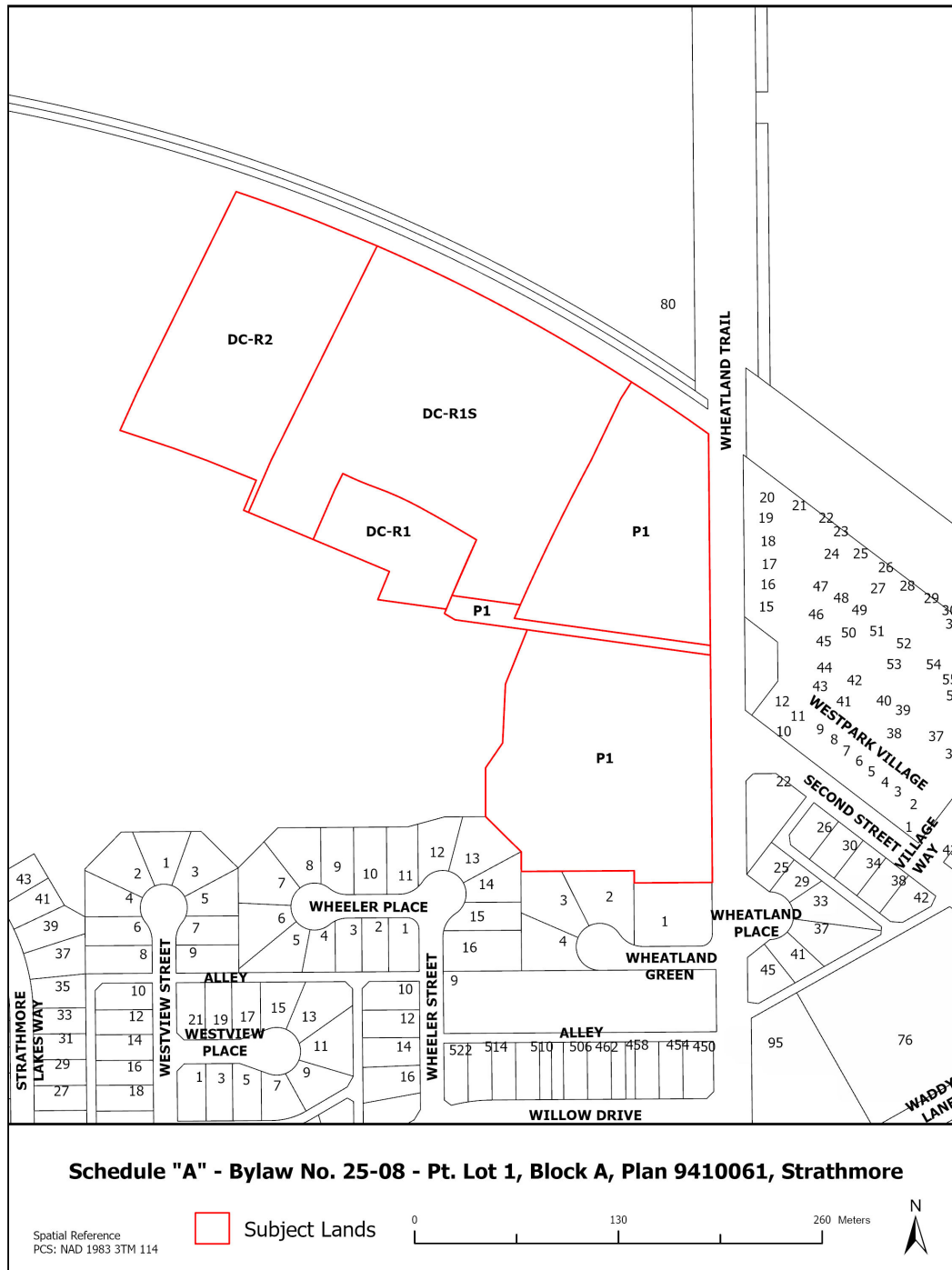
READ A SECOND TIME this _____ day of _____, 2025

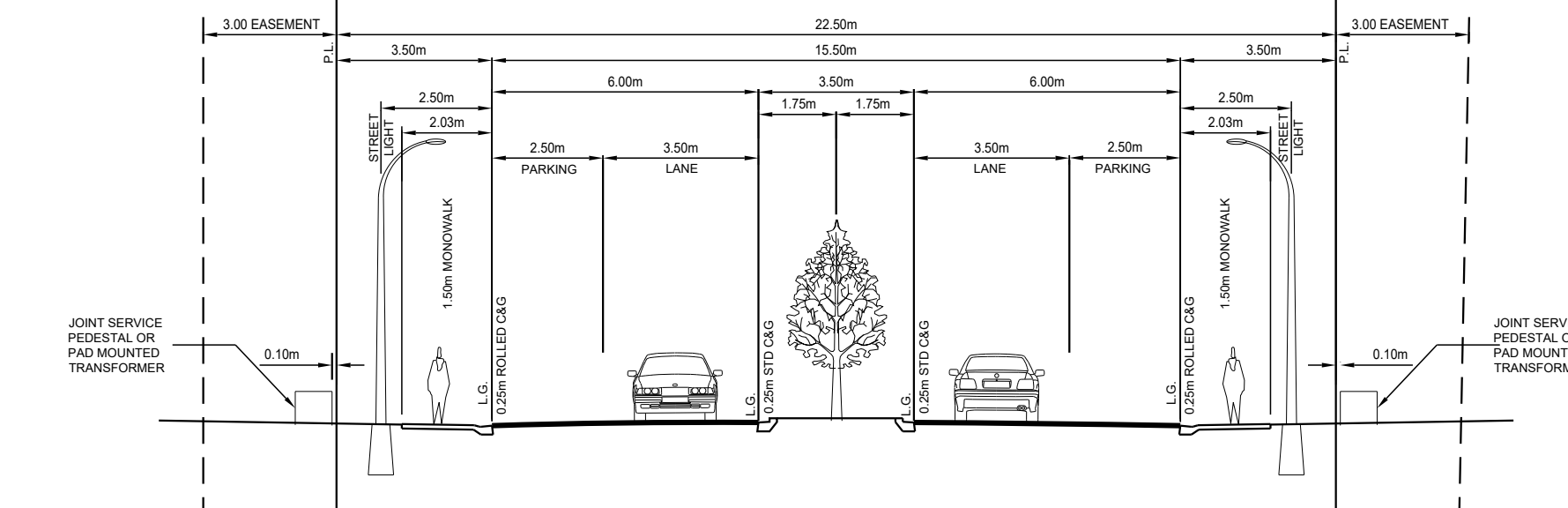
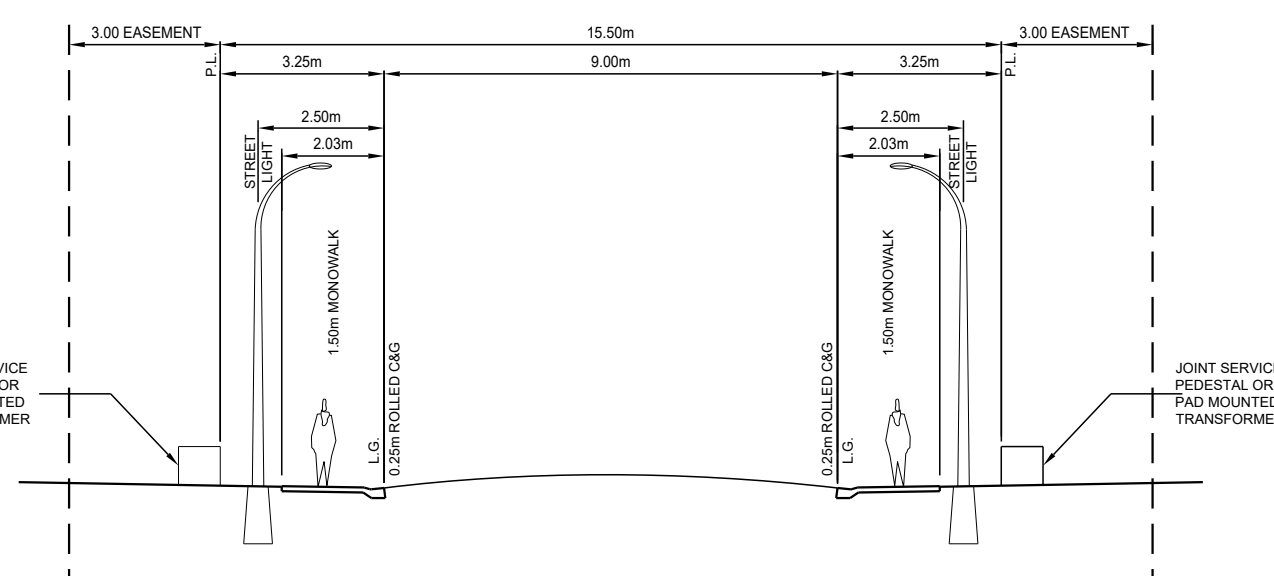
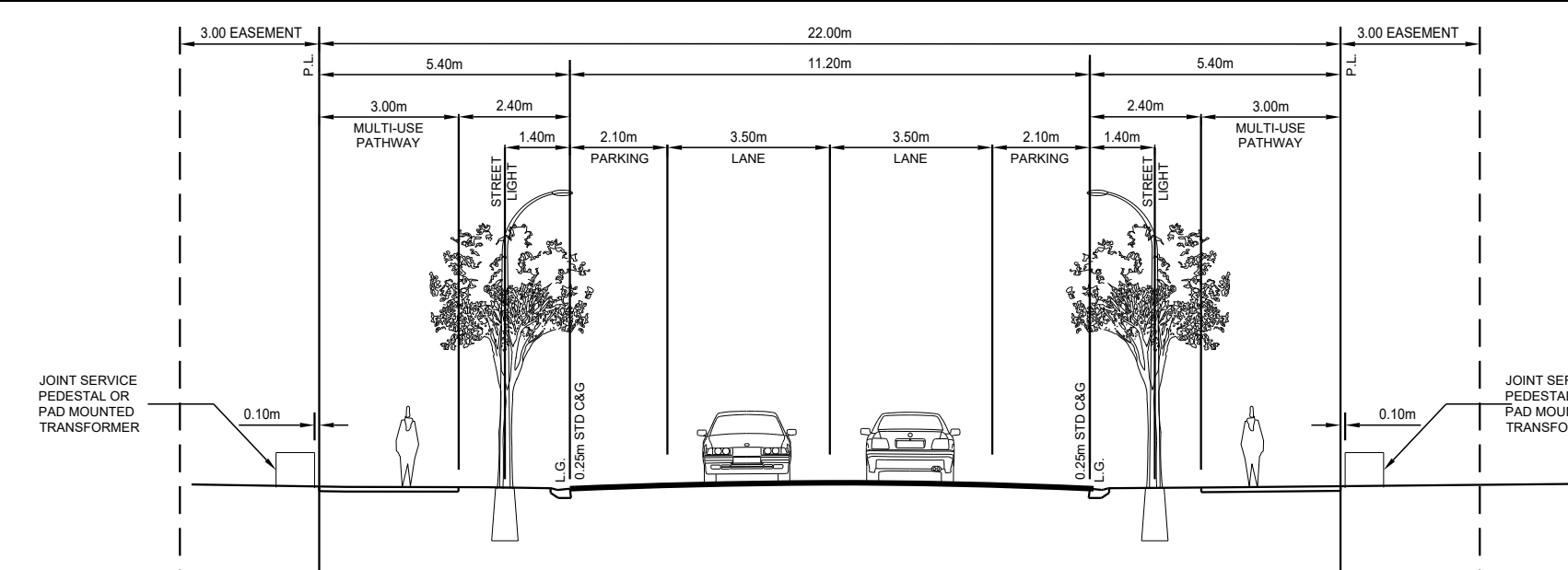
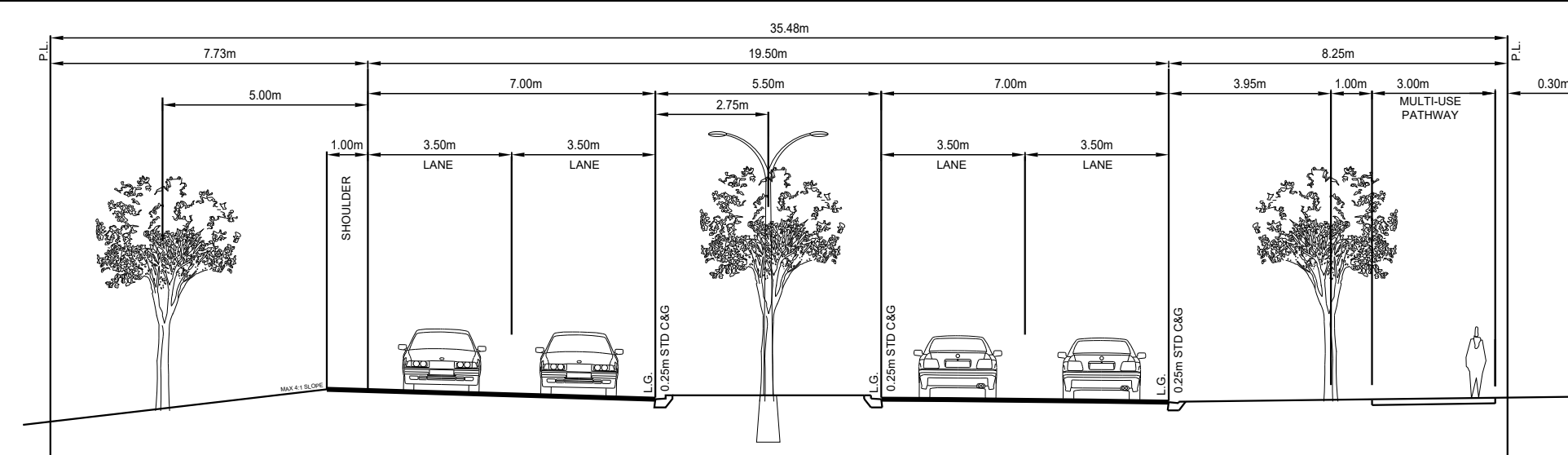
READ A THIRD AND FINAL TIME this _____ day of _____, 2025








MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE & FINANCIAL SERVICES

Schedule "A"





Concept Plan Statistics:			
<u> Titled Plan Area </u>			
4,25,24,15,NW	±13.95 ha	±34.37 ac	
9410061.A-1	±37.53 ha	±92.74 ac	
Gross Site Area:	±51.46 ha	±127.21 ac	
Gross Developable:			
Residential	±51.46 ha	±127.21 ac	100%
 DC (R1S)	±14.07 ha	±34.77 ac	27.33%
 DC (R1)	±8.93 ha	±22.07 ac	17.35%
 DC (R2)	±7.06 ha	±17.45 ac	13.71%
 R2X	±1.39 ha	±3.43 ac	2.70%
Total	±31.45 ha	±77.72 ac	61.09%
<u> Park / Open Space </u>			
 P1 (Open Space)	±2.57 ha	±6.35 ac	5.00%
 P1 (Emergency Services)	±1.16 ha	±2.87 ac	2.25%
 P1 (Storm Pond)	±1.85 ha	±4.57 ac	3.59%
Total	±5.58 ha	±13.79 ac	10.84%
<u> Roads </u>			
Road Right Of Way Area	±14.45 ha	±35.70 ac	
Total	±14.45 ha	±35.70 ac	28.07%
Denisty:			
DC (R1S): Frontage ±3,661.2 m (±12,011.9 ft)			
Anticipated Lots (Avg ±8.5m): 431 Lots			
DC (R1): Frontage ±2,476.61 m (±8,131.9 ft)			
Anticipated Lots (Avg ±11.8m): 210 Lots			
DC (R2): Frontage ±2,109.53 m (±6,921.0 ft)			
Anticipated Lots (Avg ±7.5m): 281 Lots			
R2X: Frontage (Not Applicable)			
Anticipated Units (55 Units / ha): 76 Units			
Anticipated Density		998	= 19.39 upha (7.85 upa)
		±51.46 ha (±127.21 ac)	
Land Use Statistics:			
<u> Lands to be Redesignated </u>			
DC (R1S)	±20.45 ha	±50.54 ac	
DC (R1)	±11.27 ha	±27.85 ac	
DC (R2)	±11.85 ha	±29.28 ac	
R2X	±1.64 ha	±4.05 ac	
P1 (Open Space)	±2.85 ha	±7.04 ac	
P1 (Emergency Services)	±1.43 ha	±3.53 ac	
P1 (Storm Pond)	±1.99 ha	±4.92 ac	
Total:	±51.46 ha	±127.21 ac	

Phase 1 Concept Plan Statistics:				
Plan Area				
Gross Site Area:		±8.54 ha	±21.10 ac	
Gross Developable:		±8.54 ha	±21.10 ac	100%
Residential				
100%	DC (R1S)	±1.94 ha	±4.79 ac	22.72%
100%	DC (R1)	±0.34 ha	±0.84 ac	3.98%
100%	DC (R2)	±0.87 ha	±2.15 ac	10.19%
100%	R2X	±0.00 ha	±0.00 ac	0.0%
100%	Total	±3.15 ha	±7.78 ac	36.89%
Park / Open Space				
100%	P1 (Open Space)	±0.13 ha	±0.32 ac	1.52%
100%	P1 (Emergency Services)	±1.16 ha	±2.87 ac	13.58%
100%	P1 (Storm Pond)	±1.85 ha	±4.57 ac	21.66%
100%	Total	±3.14 ha	±7.76 ac	36.76%
Roads				
Road Right Of Way Area		±2.25 ha	±5.56 ac	
100%	Total	±2.25 ha	±5.56 ac	26.35%
Phase 1 Density:				
DC (R1S): Frontage ±546.1 m (±1,791.6 ft)				
Anticipated Lots (Avg ±8.5m): 64 Lots				
DC (R1): Frontage ±53.81 m (±307.8 ft)				
Anticipated Lots (Avg ±11.8m): 8 Lots				
DC (R2): Frontage ±256.86 m (±842.7 ft)				
Anticipated Lots (Avg ±7.5m): 34 Lots				
R2X: Frontage (Not Applicable)				
Anticipated Units (Not Applicable)				
Anticipated Density $\frac{106}{\pm 8.54 \text{ ha } (\pm 21.10 \text{ ac})} = 12.41 \text{ upha } (5.02 \text{ upa})$				
Phase 1 Land Use Statistics:				
<u>Plans to be Redesignated</u>				
DC (R1S)		±2.96 ha	±7.31 ac	
DC (R1)		±0.48 ha	±1.19 ac	
DC (R2)		±1.63 ha	±4.02 ac	
R2X		±0.00 ha	±0.00 ac	
P1 (Open Space)		±0.14 ha	±0.35 ac	
P1 (Emergency Services)		±1.34 ha	±3.31 ac	
P1 (Storm Pond)		±1.99 ha	±4.92 ac	
Total:		±8.54 ha	±21.10 ac	

CLIENT

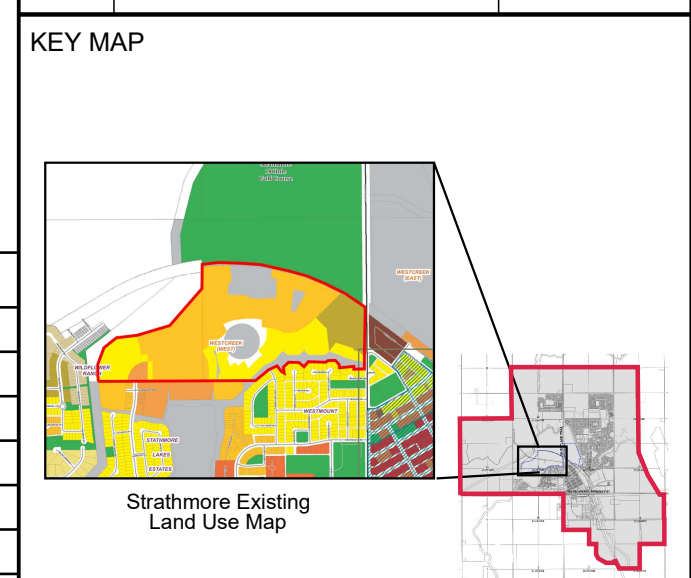
WestCreek
Developments

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

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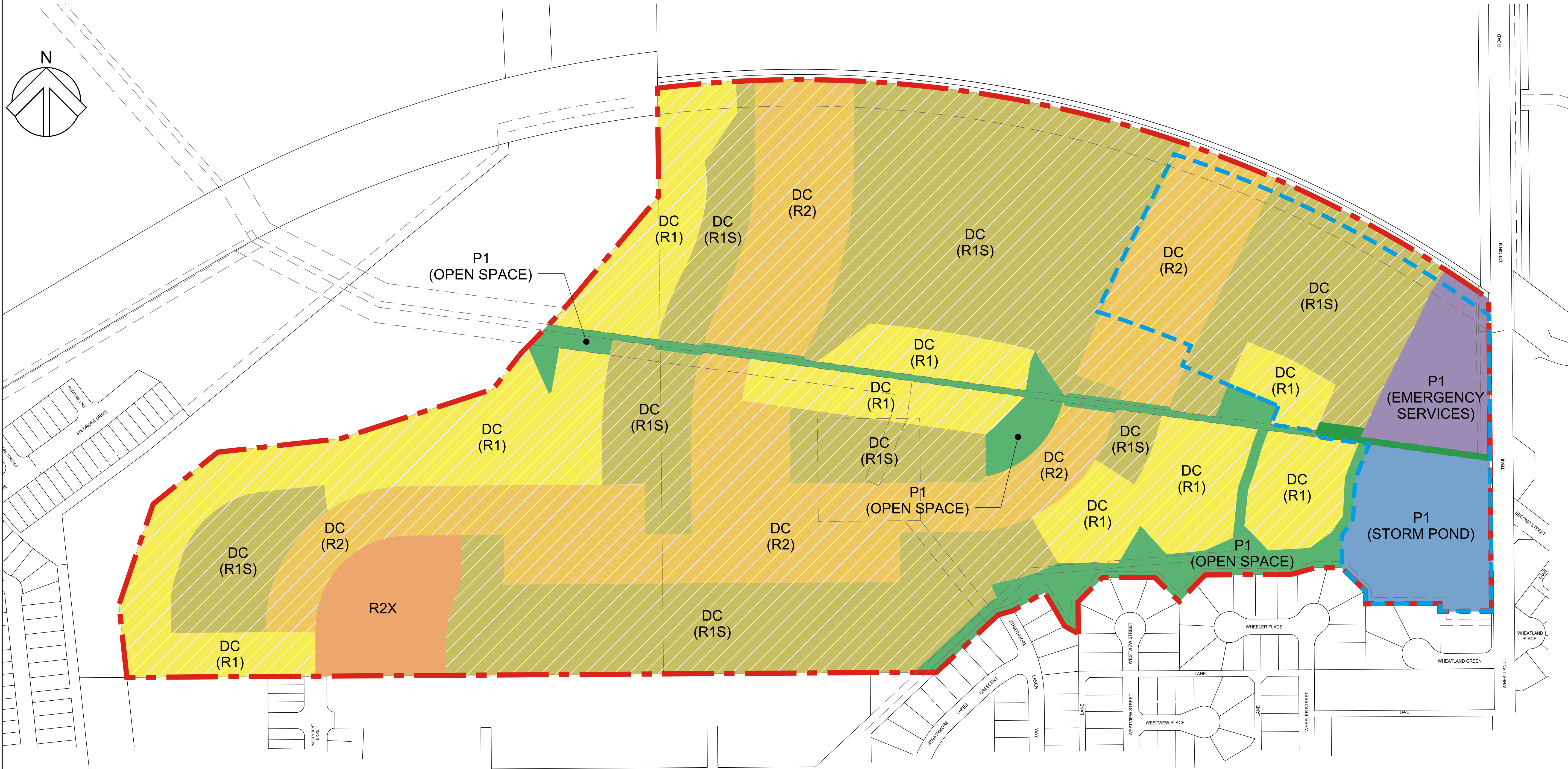
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LEGEND

- SITE BOUNDARY
- PROPOSED PROPERTY LINE
- PROPOSED UR/W
- PROPOSED PHASE 1 BOUNDARY
- CONTOUR LINES
- EXISTING R/W (RIGHT OF WAY)
- DC (R1)** PROPOSED LAND USES
- UR/W** UTILITY RIGHT OF WAY
- DC (R1S)
- DC (R1)
- DC (R2)
- R2X
- P1 (OPEN SPACE)
- P1 (EMERGENCY SERVICES)
- P1 (STORM POND)
- ROAD RIGHT OF WAY





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

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

CLIENT

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

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REVISIONS

No.	DESCRIPTION	DATE

KEY MAP

Strathmore Existing Land Use Map

LEGEND

SITE BOUNDARY

PROPOSED PHASE 1 BOUNDARY

DC (R1S)

DC (R1)

DC (R2)

R2X

P1 (OPEN SPACE)

P1 (EMERGENCY SERVICES)

P1 (STORM POND)

PRIME CONSULTANT

ARCADIS

2nd Floor, 2027 11 Avenue SW
Calgary AB T2H 1H9 Canada
Tel: +1 403 270 0800 Fax: +1 403 270 0610
arcadis.com

PROJECT

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

PROJECT NO:
148805

DRAWN BY:
RM/JH

CHECKED BY:
BL

SHEET TITLE

Land Use Plan

SHEET NUMBER

1.0

1:2000 0 20 40 60 80 100m

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

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

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

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

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

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

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

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

”

and replacing it with the following table:

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

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

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

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

"Density Summary

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

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

”

and replacing it with:

“Density Summary

Housing Type	Number of Units¹	% Total Units
<i>Low Density Residential (R1/R1S/R2)</i>	<i>926</i>	<i>92.4%</i>
<i>Medium Density Residential</i>	<i>76</i>	<i>7.6%</i>
<i>Total Number Units</i>	<i>1002</i>	<i>100%</i>
<i>Net Developable Area</i>	<i>154.15 acres</i>	
<i>Residential Density</i>	<i>6.5upa</i>	

”

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

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

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

PUBLIC HEARING HELD this 7th day of May, 2025

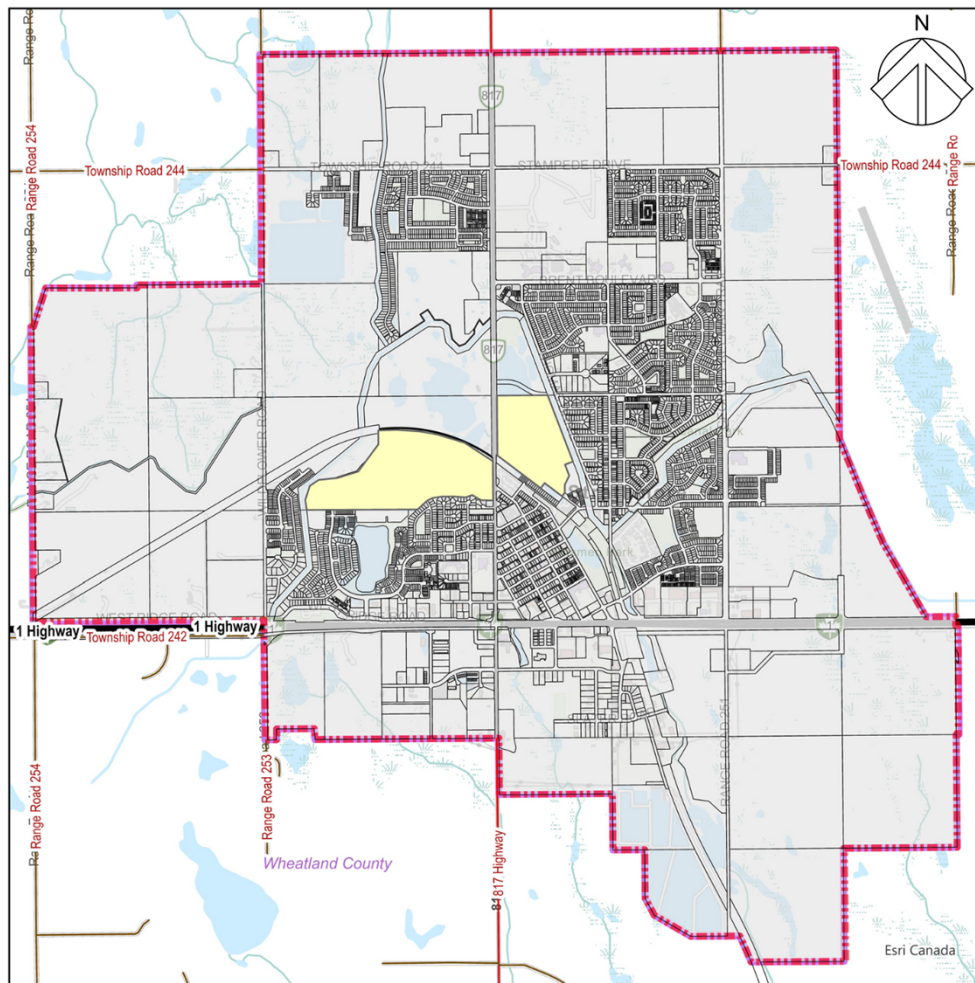
READ A SECOND TIME this 7th day of May, 2025

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

Mayor

Director of Strategic, Administrative
& Financial Services

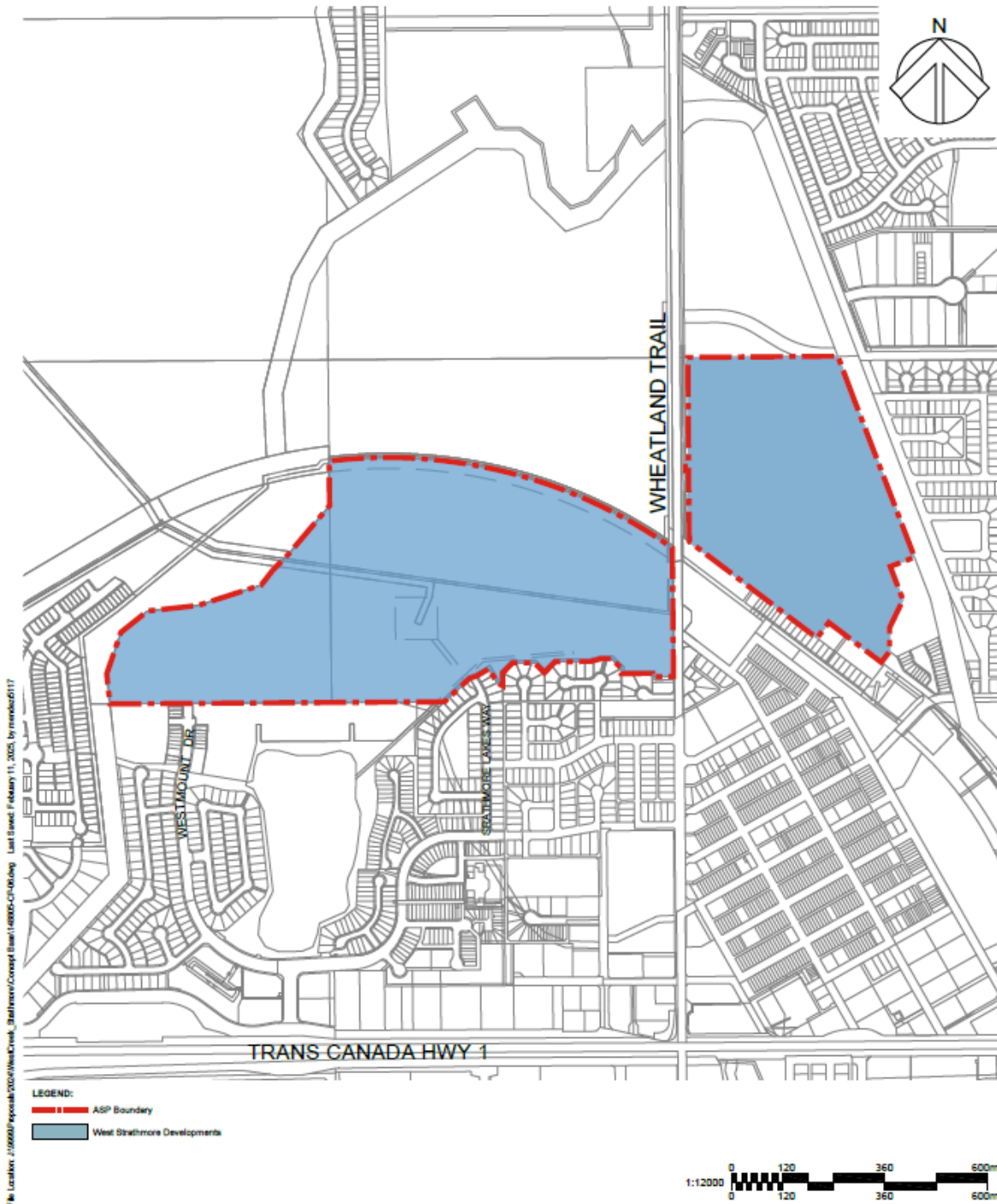
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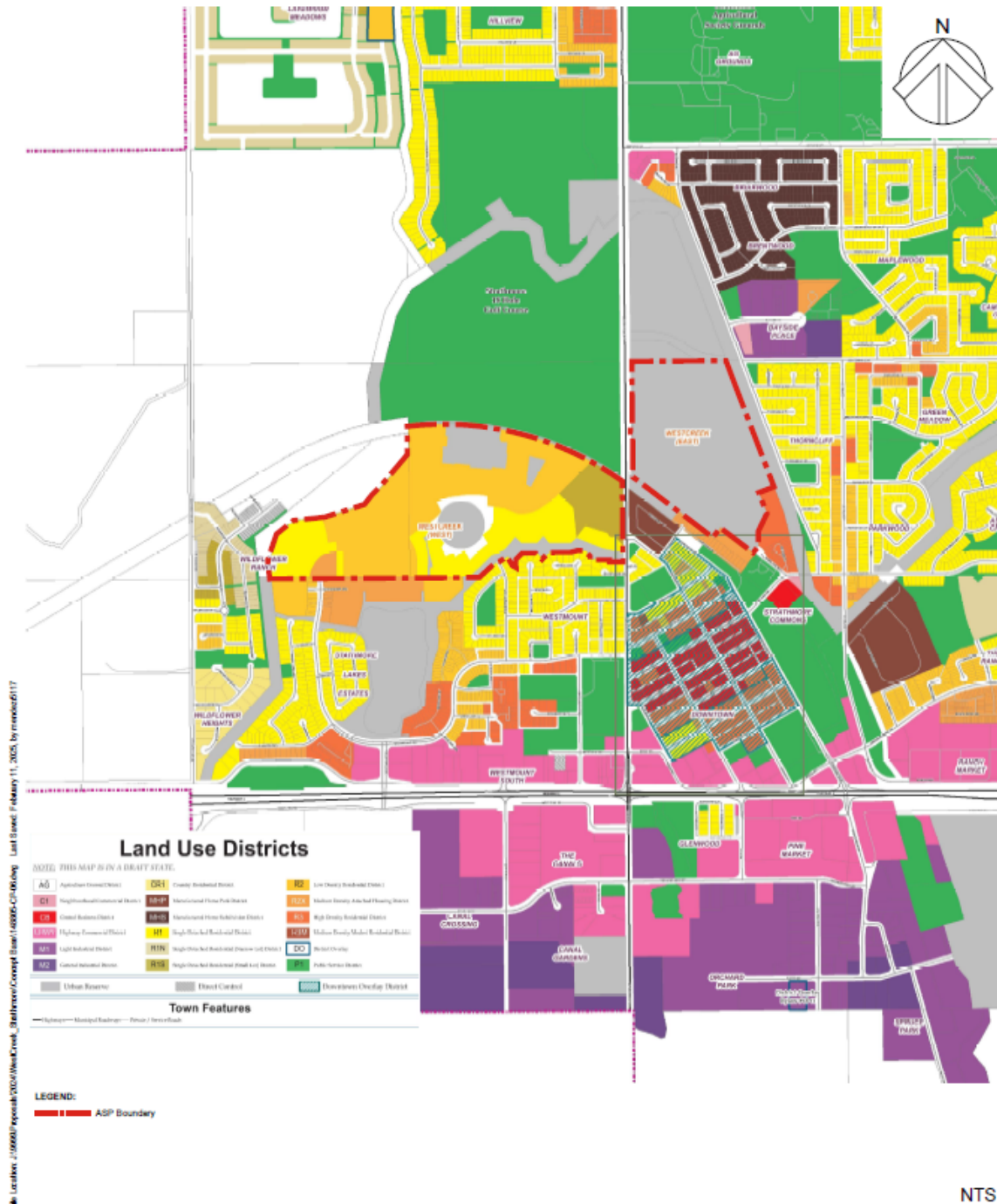


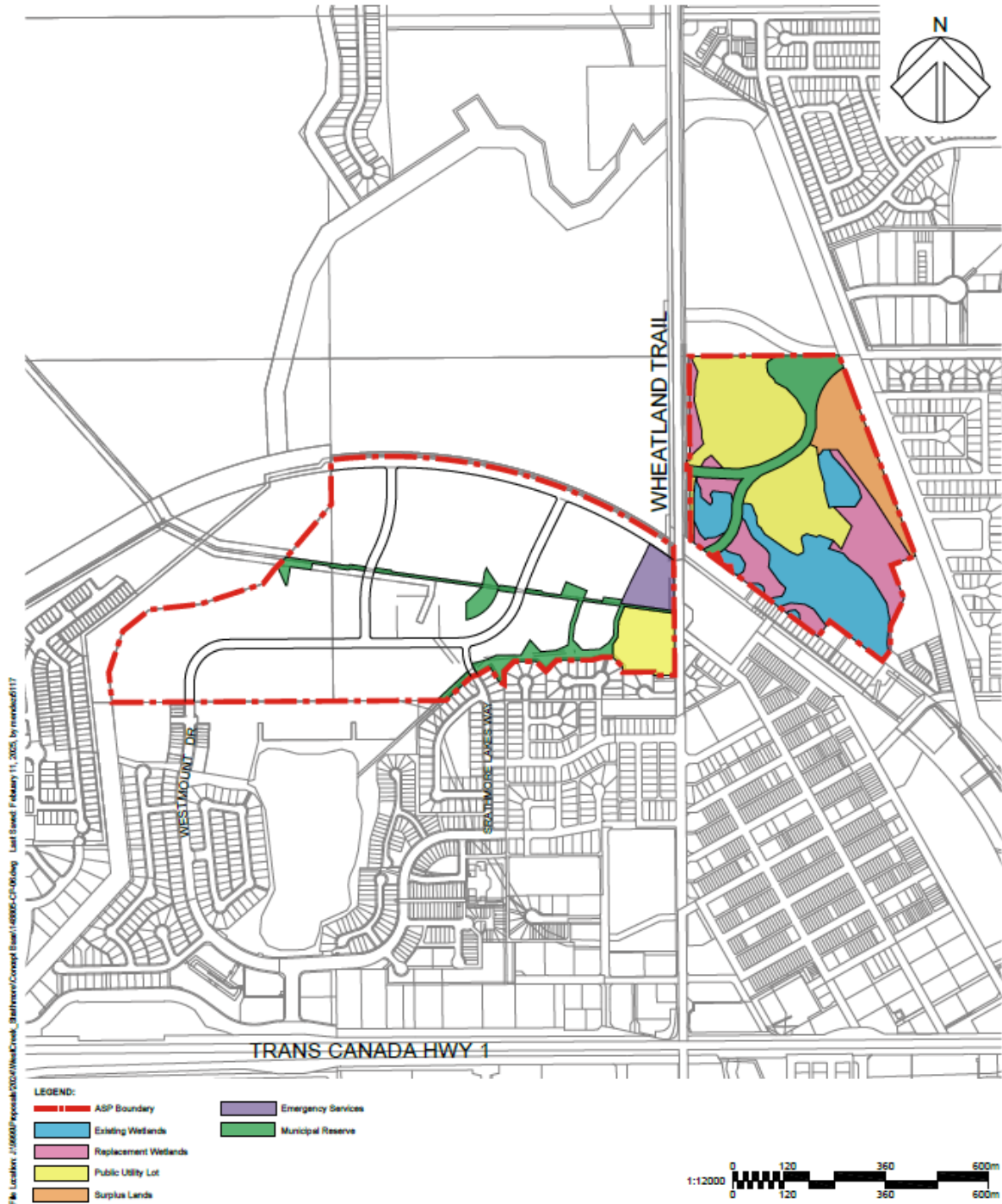
Legend

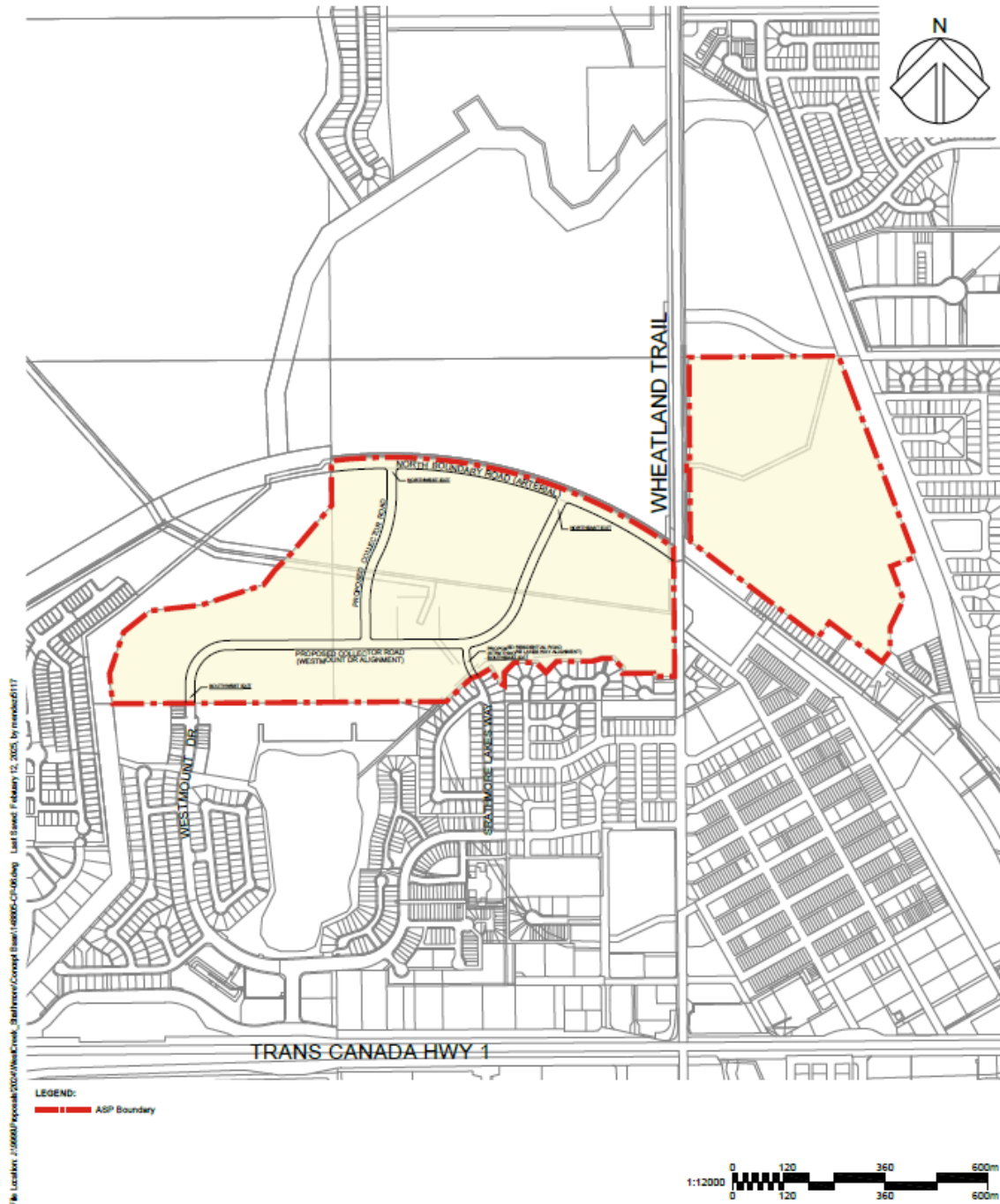
- Westcreek Area Structure Plan Amendment
- Town Boundary

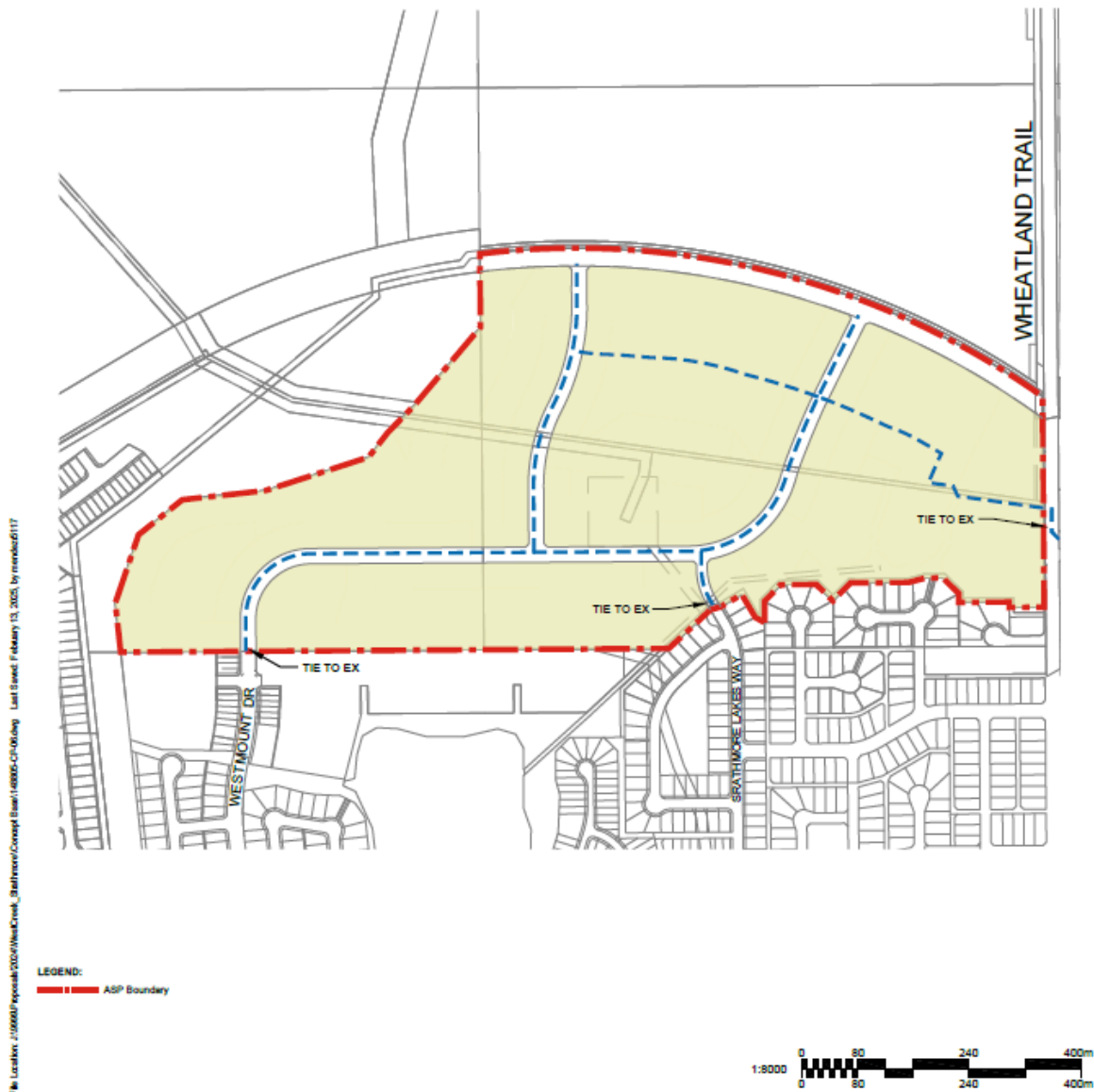
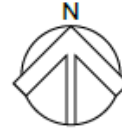


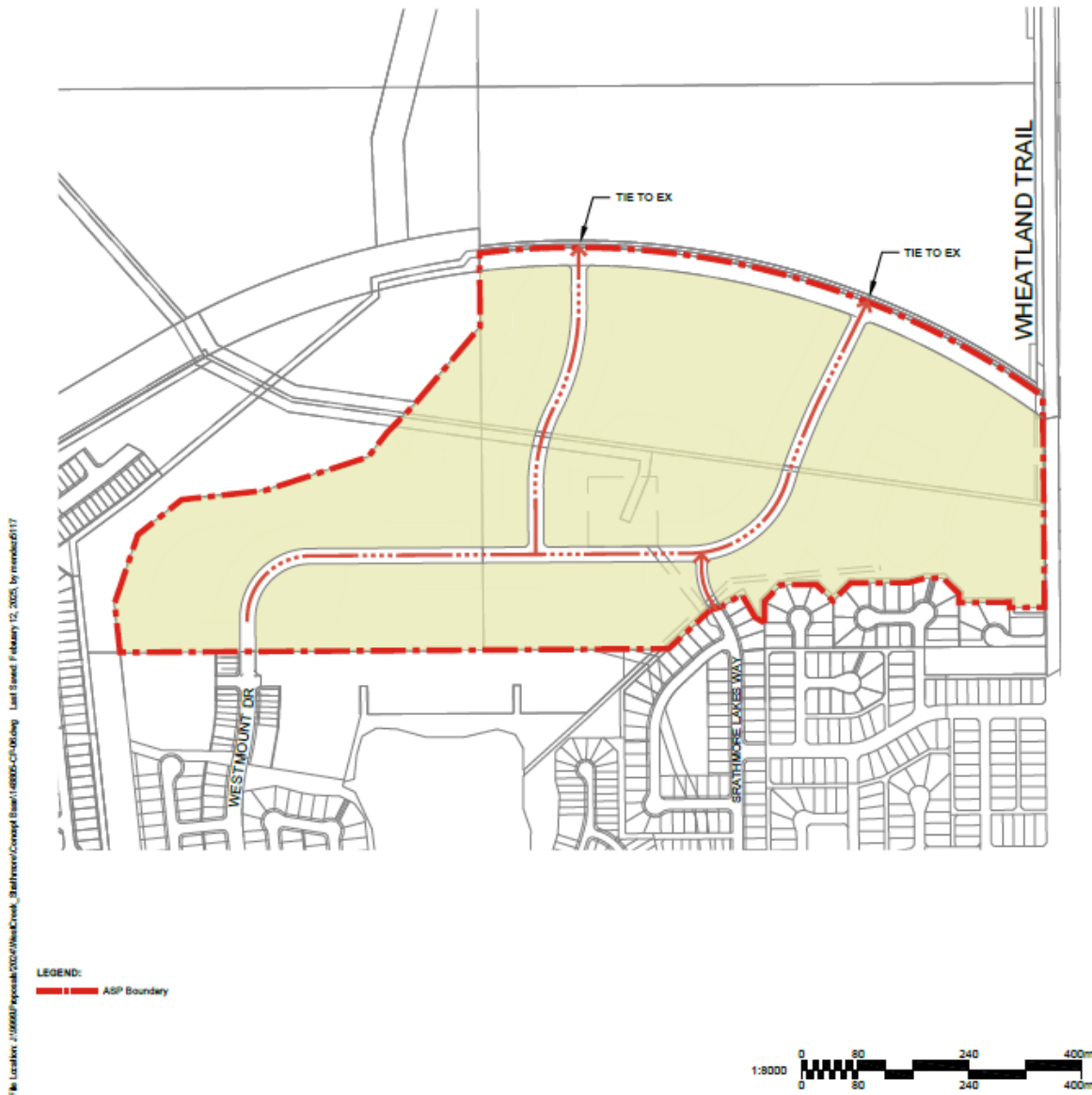
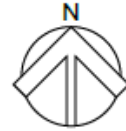


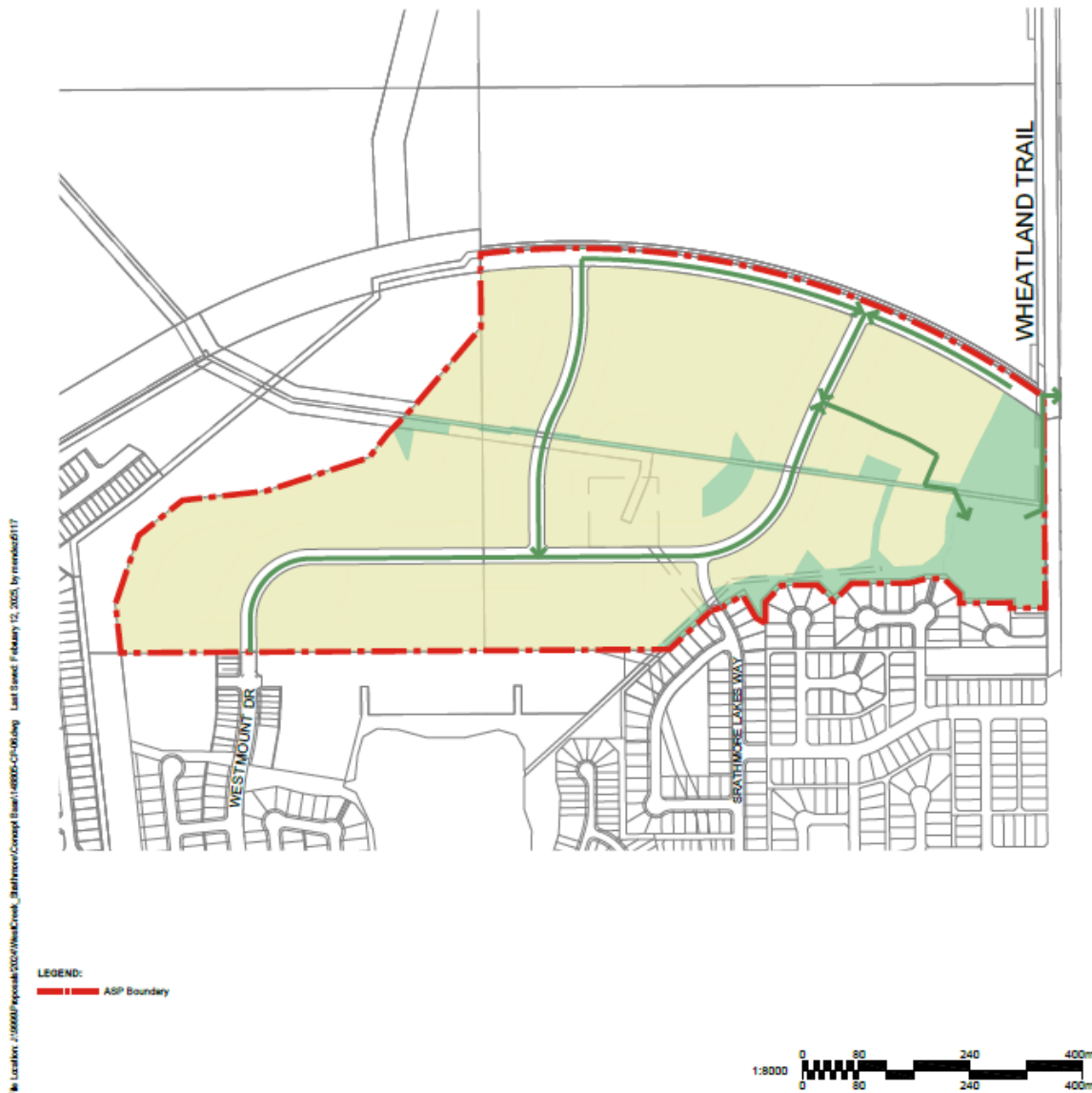
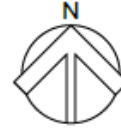


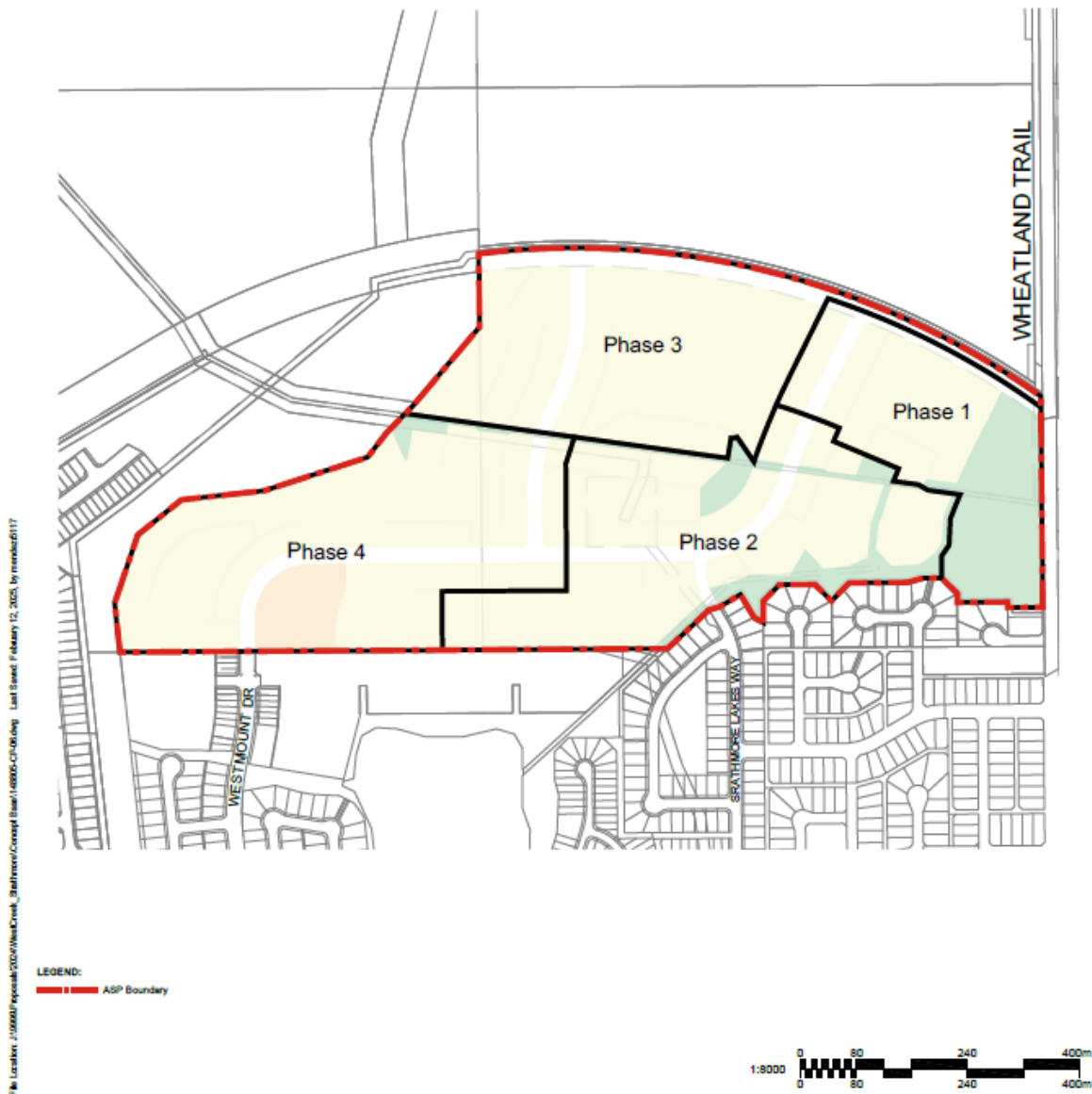
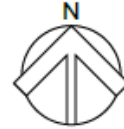












WestCreek Strathmore

What We Heard Report

Engagement Summary

April 21, 2025



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Appendices

Verbatim Notes- Graffiti Board

1 Project Overview

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



Figure 1: Google Earth Aerial of Subject Site

1.1 Area Structure Plan Amendment

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

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

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

1.2 Land Use Redesignation: Phase 1

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

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

The proposed amendments for the DC districts are as follows:

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

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

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

2 Engagement Process and Overview

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

1) Inform and Educate:

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

2) Listen and Acknowledge

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

3) Implement feedback received:

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

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

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

www.arcadis.com

2.1.1 Strathmore Times

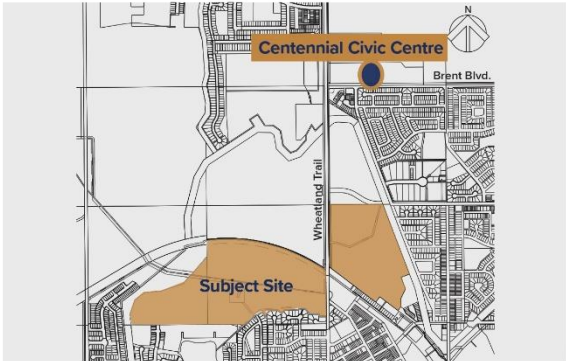
A newspaper advertisement was published in the Strathmore Times on March 19, 2025 (Page 9, Size 5" x 7.5"). The advertisement included project information, the proposed amendments and details on the upcoming open house.



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


OPEN HOUSE

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



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

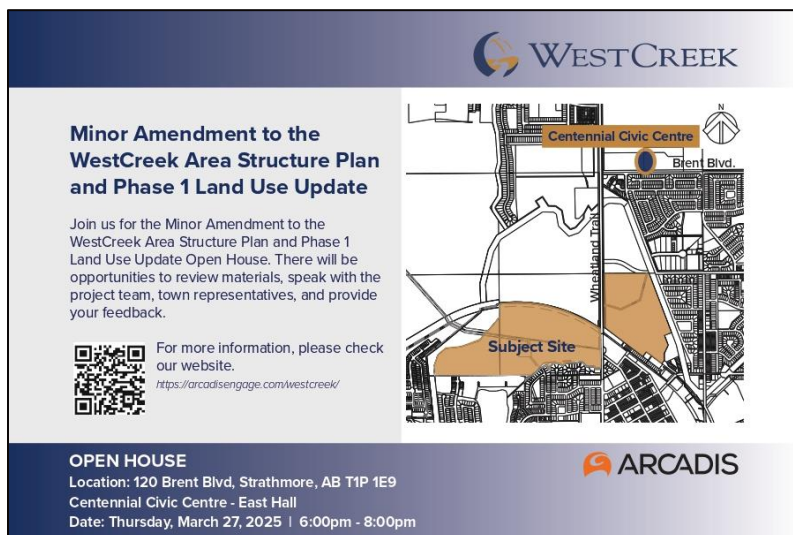
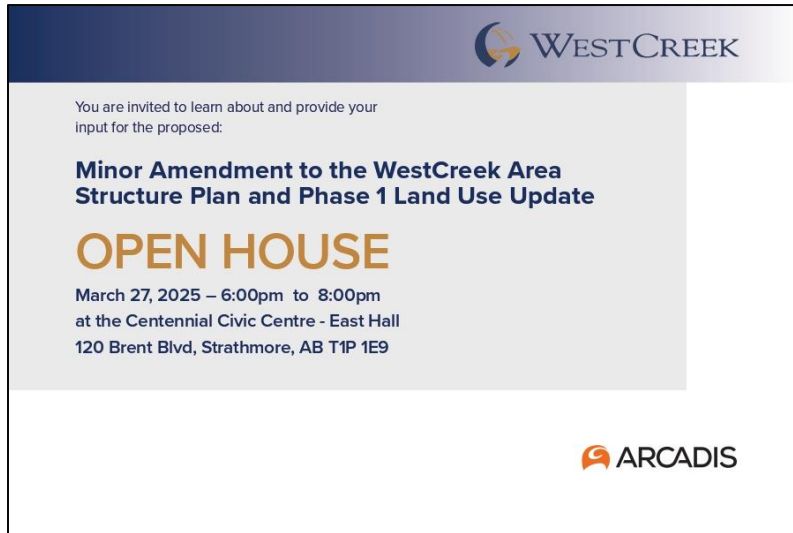
There will be opportunities to review materials, speak with the project team, town representatives, and provide your feedback.

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



2.1.2 Postcard Mailout

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



2.1.3 Project Website

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

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

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

2.2 Open House

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

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

ASP Amendment & Phase 1 Land Use Update

 WESTCREEK

Welcome to the Open House



WestCreek
AREA 1 LAND USE PLAN

Strathmore





Please scan the QR Code to visit the website link.



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



2.2.1 Images from the Open House Event





3 What We Heard Summary

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

3.1 Key Themes

Wetlands and Environmental Concerns

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

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

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

Stormwater Management and Flooding

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

Existing Gas Well/Pump

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

Infrastructure and Community Services

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

- Emergency Response
- Health Services
- School Capacity

Parks, Open Space, and Green Areas

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

Density and Housing Form:

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

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

Increased Housing Opportunities:

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

4 Next Steps

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

Appendix A.

Verbatim Notes- Graffiti Board

Tell us what you think



Please scan the QR Code to visit the website link.



Verbatim Notes: Graffiti Board

Storm Drainage on South Surrounding Communities & Tie in

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

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

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

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

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

Not Enough Green Space/parks

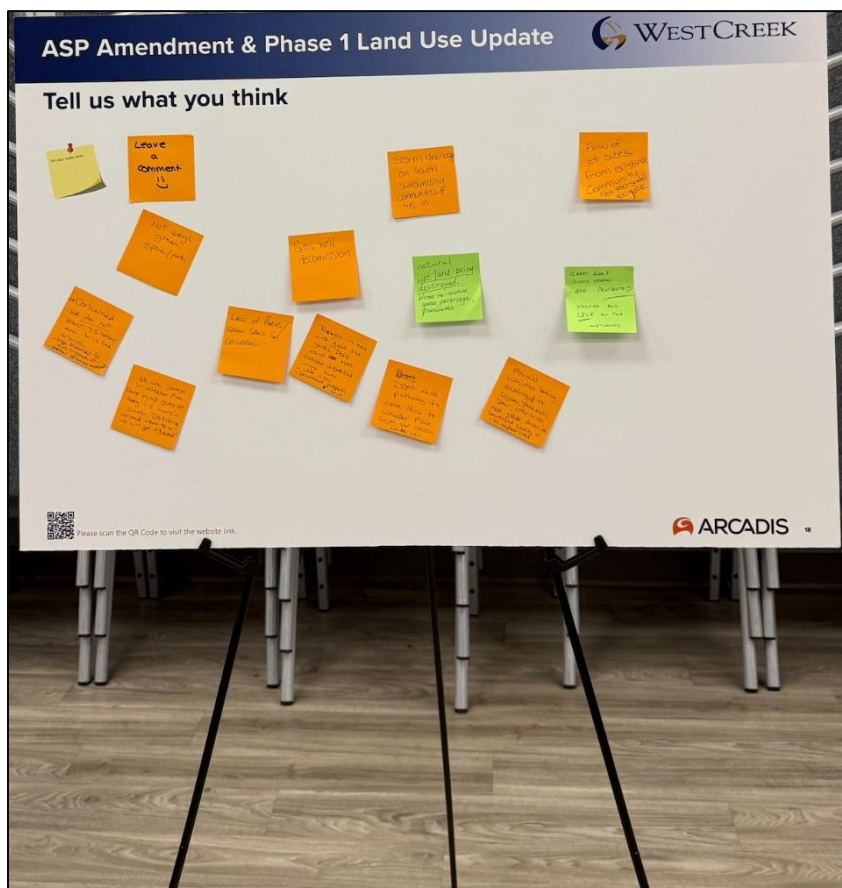
Gas well decommission

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

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

Lack of parks/green space for children.

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



Arcadis Professional Services (Canada) Inc.

227 11th Avenue SW, 3rd Floor

Calgary, Alberta T2R 1R9

Canada

Phone: 403 270 5600

Fax:

www.arcadis.com



Request for Decision

To: Town Council

Staff Contact: Kate Bakun, Planner

Date Prepared: May 4, 2025

Meeting Date: May 21, 2025

SUBJECT: Land Use Bylaw Amendment No. 25-16 (Textual Amendments)

RECOMMENDATION: THAT Council give first reading to Bylaw No. 25-16, being a bylaw to amend the Town of Strathmore Land Use Bylaw No. 14-11;

AND THAT Council direct Town Administration to schedule a public hearing for Bylaw No. 25-16 on July 2, 2025, at 7:00 p.m. in Council Chambers.

STRATEGIC PRIORITIES:



Affordable Living



Climate Resiliency



Community Development



Community Wellness



Economic Development



Financial Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

By removing likely outdated regulations and potential errors, the changes encourage more efficient land use and support redevelopment opportunities. Updating terminology and standards enhances clarity and streamlines the development process, contributing to a more responsive and user-friendly Land Use Bylaw.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The proposed amendments support the Town's Strategic Priority of Economic Development by creating a more accurate, flexible, user-friendly regulatory framework.

SOCIAL SUSTAINABILITY:

The proposed amendments promote social sustainability by providing clear, user-friendly regulations.

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

The proposed amendments enhance clarity and consistency in the Land Use Bylaw, streamlining the development process, reducing the need for variances, and supporting higher quality, context-sensitive development aligned with the Town's strategic goals for sustainable and adaptable growth.

ORGANIZATIONAL:

Staff will invest the time necessary in preparing further reports, actively engaging with the public as appropriate, and ensure the proper distribution of public notices in advance of the public hearing.

IMPLEMENTATION:

With respect to the MGA, Section 692(1) of the [Municipal Government Act](#) requires that Council hold a public hearing with respect to the proposed bylaw prior to giving second and third reading to the proposed bylaw to amend a Land Use Bylaw. Staff will advertise the public hearing in accordance with Section 606 of the Municipal Government Act.

BACKGROUND:

While working with Land Use Bylaw No. 14-11 (LUB), our team, along with legal consultation, has encountered some errors and challenges. In particular, incorrect terminology, inconsistent or vague wording, and overly strict regulations likely written or carried over from a previous bylaw in error. It is not uncommon for staff to bring regular updates or amendments to the LUB. The proposed amendments are textual in nature and aim to change regulations within the living document.

Bylaw No. 25-16 proposes amendments to 5 (five) sections in the LUB which represent recent challenges we have found. The proposed amendments are summarized below and correspond to the numbering in the attached proposed Bylaw No. 25-16.

- 1.0.1 As a result of legal consultation, the amendment proposes to update the time when notice of a development permit application refusal is deemed to be received by the applicant from 5 (five) days to 7 (seven) days to be in line with provincial legislation.

- 1.0.2 Similar to 1.0.1 above, as a result of legal consultation, the amendment proposes to update the time when notice of a development permit application has been deemed to be received by adjacent landowners from 5 (five) days to 7 (seven) days to be in line with provincial legislation.
- 1.0.3 As a result of staff review, the amendment proposes to replace the term "lot area" with the term "site area". Site area has a definition in the LUB, and lot area does not have a definition. Lot area is referenced in the LUB in a few sections and all references should be to site area, which is a defined term.
- 1.0.4 As a result of staff review, the amendment to Section 3.2 Projections into Yards proposes 2 (two) changes to the section. Currently, projections into yards (such as decks, eaves, balconies, and stairs) are limited by the table in Section 3.2, which can create challenges for residents on regularly shaped lots, irregularly shaped lots, and redevelopment sites. 1.0.4 specifically proposes to amend the standard for "Decks, open, or roofed porch or patio not exceeding one storey in height," by increasing the maximum permitted projection into the required setback from 2.0 meters to 3.0 meters. Many projections in Strathmore exceed 2.0 meters into a rear yard and the regulation is causing problems at the development permit and real property report stages of development.
- The second amendment to section 3.2 Projections into Yards proposes to introduce the phrase "or as determined at the discretion of the Approving Authority" into the section. The change allows variations to be reviewed based on staff judgment, without requiring applicants to pursue more complex processes such as variances or appeals for minor projections into yards. It also fixes the large number of projections in Strathmore which currently exceed 2.0 meters into a rear yard.
- 1.0.5 As a result of legal consultation, the amendment proposes to remove the maximum site area in Section 4.6 R3 – High Density Residential District. Regulating maximum site areas may have been an out-dated method of controlling density, but with an existing density requirement in the district, the regulation is likely unnecessary and could restrict potential developments within the R3 district. Also there are existing lots (created before the current LUB came into effect) in Town which are larger than the maximum lot size. As it is today, R3 applicants are forced either to subdivide their lots into smaller lots, or apply for large variances.
- High-density residential areas are intended to support a variety of development forms and larger projects could exceed 4000 m² (0.4 hectares, 0.99 acres, 43,055 sq ft) in site area. Removing the maximum site area, while maintaining the density requirement will allow staff to make decisions on R3 projects which meet the requirements of the LUB. There will be more flexibility for developers and staff can focus on site function. The amendment will help provide for different housing forms and a broader range of residential types.

The proposed textual amendments to the LUB aim at fixing some of requirements of the LUB. Staff along with legal consultation have identified areas within the LUB which are either likely errors or outdated requirements. LUB No. 14-11 is a land use regulatory tool which should be

updated regularly. Staff will continue to bring forward recommendations for improvement and fix errors as required.

KEY ISSUE(S)/CONCEPT(S):

Challenges have occurred in the development permit process due to inconsistent terminology, rigid standards, and outdated limitations are being addressed through amendments that clarify definitions, remove unnecessary restrictions, and provide greater flexibility via discretionary authority and updated standards.

DESIRED OUTCOMES:

That Council give first reading to Bylaw No. 25-16 and provide Administration with direction to schedule a public hearing for Bylaw No. 25-16.

COMMUNICATIONS:

Staff will advertise the public hearing by including written notices in the Strathmore Times, as well as publishing the notices on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

Council may support the recommendation or defer the first reading and/or public hearing.

ATTACHMENTS:

[Attachment I: Bylaw No. 25-16 LUB Amendment Updated](#)

[Attachment II: Strathmore-Land-Use-Bylaw-No.-14-11-Textual Amendment.](#)

Chuck Procter, Manager of Development Services

Approved
- 14 May
2025

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

Approved
- 15 May
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 15 May
2025

Veronica Anderson, Legislative Services Officer

Approved
- 15 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 15 May

BYLAW NO. 25-16
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA
TO AMEND BYLAW NO. 25-16 BEING THE LAND USE BYLAW No. 14-11.**

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

1.0. Land Use Bylaw No. 14-11 is amended by:

1.0.1. Amending Section 1.18 Notification, Issuance, and Validity of Development Permits by deleting 4. a. and adding the following to Section 1.18 Notification, Issuance, and Validity of Development Permits:

"4. a. In the case of a decision of refusal an application for a development permit, seven (7) days from the date that the Notice of Decision is sent to the applicant, and";

1.0.2. Amending Section 1.18 Notification, Issuance, and Validity of Development Permits by deleting 4. b. and adding the following to Section 1.18 Notification, Issuance, and Validity of Development Permits:

"4. b. In the case of notice as detailed in Subsection (2), seven (7) days from the date the notice is sent to adjacent landowners";

1.0.3. Amending the document by replacing all instances of the term 'Lot Area' with the term 'Site Area';

1.0.4. Amending Section 3.2 Projections into Yards by deleting 1. and adding the following to Section 3.2 Projections into Yards:

"1. The following features are permitted to project into a required yard as provided for in the table below or as determined at the discretion of the Approving Authority:"; and

- 1.0.5. Amending Section 4.6 R3 – High Density Residential District by deleting 3. a) i. and adding the following to Section 4.6 R3 – High Density Residential District:
"3. a) i. The minimum site area shall be 930m²."

READ A FIRST TIME this ____ day of _____, 2025

PUBLIC HEARING HELD this ____ day of _____, 2025

READ A SECOND TIME this ____ day of _____, 2025

READ A THIRD AND FINAL TIME this ____ day of _____, 2025

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE
& FINANCIAL SERVICES

- f. Land Use District Requirements
 - g. Timeframe of Validity of Permit
 - h. Security
 - i. Pedestrian Movement
 - j. Landscaping Plan
 - k. Garbage Storage, and
 - l. Signage
3. The Approving Authority may require an applicant, as a condition of issuing a Development Permit, to enter into agreements to service the property as provided by the Act.
 4. The Approving Authority may place conditions that may be:
 - a. Approval Conditions, or
 - b. Issuance Conditions

SECTION 1.18	NOTIFICATION, ISSUANCE AND VALIDITY OF DEVELOPMENT PERMITS
---------------------	---

Notification Methods

1. When an application for a Development Permit is approved for any use, the Notice of Decision or Permit, as the case may be, shall be delivered to the applicant in a manner acceptable to the Approving Authority.
2. If the application is for a permitted use that requires a variance pursuant to Section 1.9.7 or 1.9.8 of the Bylaw, or is for a discretionary use, the Development Officer shall also issue a notice stating the legal description of the property, civic address, and the nature of the use or development, to be send by ordinary mail to adjacent landowners and may, at the discretion of the Development Officer;
 - a. Be published in a local newspaper circulating within the municipality;
 - b. Be posted conspicuously on the property; or
 - c. Be published on the Town of Strathmore's website.
3. When an application for a development permit is refused, the Notice of Decision shall be sent to the applicant by ordinary mail.
4. For the purposes of this Bylaw, notice given by the Development Officer on an application for a Development Permit is deemed to have been given and to have been received when sent by the reply method selected by the applicant or by ordinary mail.
 - a. In the case of a decision of refusal an application for a development permit, five (5) days from the date that the Notice of Decision is sent to the applicant, and

- b. In the case of notice as detailed in Subsection (2), five (5) days from the date the notice is sent to adjacent landowners.

5. When an application for a development permit has been approved by the Approving Authority, the development permit shall not be considered valid unless and until all conditions noted as "Prior to Release Conditions" with the approval of the Permit have been met to the satisfaction of the Development Officer.
6. If the development authorized by a Development Permit is not commenced within twelve (12) months from the date of its issue, and completed within twenty-four (24) months of the commencement of construction, the permit is deemed to be cancelled, unless an extension to this period shall first have been granted by the Development Officer.
7. Upon written request by an applicant, the Development Officer, at their sole discretion may extend a Notice of Decision or Development Permit for an appropriate period beyond its expiry to allow additional time for the applicant to meet the conditions for issuance of the Development Permit, or to complete the project to which the Permit applies.
8. A Development Permit, when issued by an Approving Authority, remains valid provided the use is not abandoned for a period of up to 6 months or comes to the end date noted in the conditions of the issuance.
9. A Development Permit issued pursuant to this Bylaw is not a Building Permit, and construction shall not commence until a Building Permit has been approved.
10. Subject to Section 13., when an application for a development permit is refused, another application for a development permit for the same or similar use of the site shall not be made by the same or any other applicant until six months after the date of the refusal of the application.
11. When an application for a development permit is refused, another application for a development on the same site may be made within six months of the date of the refusal of the application if the application was refused because the application did not comply with this Bylaw and the development that is the subject of the subsequent application complies with this Bylaw.

Bylaw #15-14

12. Subject to the provisions of the *Municipal Government Act*, any person
- a. affected by a decision issued by a Development Officer, or
 - b. applying for a Development Permit

Bylaw #22-01

may appeal the decision of the Development Officer to the Subdivision and Development Appeal Board by filing a written notice of appeal with the Subdivision and Development Appeal Board within 21 days after the date of decision concerning the Development Permit was made.

13. If the Subdivision and Development Appeal Board is served with a notice of an application for leave to appeal their decision under the *Municipal Government Act*, such notice shall operate

- (i) **Free Standing Sign** means any sign supported independently of a building and permanently fixed to the ground including materials used to conceal or improve the visual appearance of the structure.
 - (j) **Height (sign)** means the vertical distance measured from the highest point of the sign or sign structure to grade.
 - (k) **Identification Sign** means a sign which contains only the name and address of a building, institution or person and the activity carried on in the building or institution.
 - (l) **Official Sign** means a permanent sign required by, or erected pursuant to the provisions of federal, provincial, or municipal legislation, including signs installed by Alberta Transportation, tourism identification signs and signs installed by the Town of Strathmore to direct people.
 - (m) **Projecting Sign** means any sign, except a canopy or awning sign, which is supported by an exterior building wall and projects outward from the building wall by more than 300mm.
 - (n) **Real Estate Sign** means a temporary sign identifying real estate that is for sale, for lease, for rent, or has been sold.
 - (o) **Roof Sign** means any sign erected upon, against, or above a roof, or on top of or above the parapet of a building.
 - (p) **Rotating Sign** means a sign or part of a sign which moves in a revolving manner.
 - (q) **Temporary Sign** means a sign which is not permanently anchored to, affixed to, or painted on a building. Temporary Signs shall relate to an activity, use or event of a limited time duration. Temporary signs include such signs as political campaign signs, real estate signs, construction identification signs, community events and festivals, fundraising campaigns, sign identifying seasonal businesses, signs advertising specific community events, and signs providing temporary identification for developments awaiting installation of permanent sign but do not include portable signs, or “A” or Sandwich Board or Balloon, Banner, or Pennant Signs.
 - (r) **Window Sign** means any sign painted on, or affixed to, the inside or outside of a window, or installed inside a window and intended to be viewed from outside the premises. Window sign does not include merchandise on display.
161. **Sign Area** means the entire area of the sign on which copy is intended to be placed.
162. **Site** means an area of land consisting of one or more lots.
163. **Site Area** means the total land area of a site.
164. **Site Width** means the average horizontal distance between the side property boundaries of a site.
165. **Site, Corner** means a site located at the inter-section of two public streets.
166. **Site Coverage** means the total horizontal area of all buildings or structures on a site which are located at or higher than 0.3m above grade, including accessory buildings or structures. This definition shall not include:
- (a) steps, walkways, eaves, cornices, and similar projections; or

SECTION 3 GENERAL PROVISIONS – ALL ZONES

SECTION 3.1 REGULATIONS FOR SPECIAL YARD SETBACKS

1. Double Fronting sites shall be considered to have two front yards; any proposed development shall meet the minimum front yard setback for both front yards, for the respective district.
2. The minimum distances required for yards do not apply to development that is wholly beneath the surface of the ground.
3. Notwithstanding any other setback provision in this Bylaw,
 - (a) Development adjacent to a canal of the Western Irrigation District shall have a setback as determined by the Approving Authority upon consultation with the Western Irrigation District.
 - (b) Development adjacent to any high vapor pressure (HVP) pipeline or any hydrocarbon pipeline shall maintain a setback as required by the Province.
 - (c) Notwithstanding clause (b), in the case of public institutions where people are dependent upon others for evacuation (hospitals, schools, senior citizens homes, mental institutions, etc.) the minimum setback shall be 200m from the centerline of the above noted pipelines.
 - (d) Development abutting the north side of Brent Boulevard that are also west of the eastern boundary of Plan 931 0071 shall have a minimum front yard setback of 36 metres.
4. Development abutting the north side of Brent Boulevard that are also west of the eastern boundary of Plan 931 00071 shall have a minimum front yard setback of 36 metres.
5. All Corner lots shall maintain clear visibility on corners for vehicular safety. The only development and or landscaping allowed within the corner visibility triangle are grass and flower beds. Any planting that at maturity will be expected to be taller than 0.8 metres or structures including fencing, statues or landscaping of any kind, is prohibited. See the definition of **Corner Visibility Triangle** for illustration and detailed information.

SECTION 3.2 PROJECTIONS INTO YARDS

1. The following features are permitted to project into a required yard as provided for in the table below:

Structure	Yard in Which Projection is Permitted	Maximum Projection into Required Setback Permitted
Sills, cornices, landings, eaves, gutters, chimneys or pilasters	Any yard	0.6 metres
Steps, raised walkways, one (1) metre or less in height	Front, Rear, and one (1) Side Yard	1.5 metres

Bylaw #22-01

Bay or similar windows	Front Yard, Rear Yard, and Street Side Yard of a corner site	1 metres
Balconies	Front & Rear Yards	2 metres
Decks, open, or roofed porch or patio not exceeding one storey in height	Rear Yards	2 metres including eaves and cornices
Cantilevered encroachments, one per side, (excluding balconies, bay or similar windows) not exceeding 2.75m in horizontal width.	Side Yard, Front Yard, Rear Yard	0.6 metres

2. The minimum distance required for setback from property does not apply to
 - (a) exterior finishing materials applied to principal buildings, provided the materials do not encroach more than 10 cm into any yard;
 - (b) features that are less than 0.2 m above finished grade, or are underground, including window wells required under the Alberta Building Code;
 - (c) swimming pools, fishponds, ornaments, flagpoles or the like;
 - (d) any loading space required under the provisions of this By-law that is not in a front yard;
 - (e) any parking area or driveway or walkway required under this by-law, provided that no parking area in any Multi-Family Residential Site or Central Business District shall be located within the required Front Yard, or
 - (f) wheelchair ramps.
3. All projections for non-residential development shall require authorization at the sole discretion of the Development Authority.
4. Projections onto Town property, a Town Right of Way or a Road Right of Way are prohibited, unless an encroachment agreement has been signed with the Town and registered on the land title for the property, or unless the projection is a sign in the Downtown (which will be regulated by the Downtown Overlay District).

Bylaw #22-01

SECTION 3.3 UTILITIES SERVICING

1. All residential, commercial, industrial, institutional and recreational buildings that are not Accessory Buildings shall be serviced by the municipality's sanitary sewer and water supply systems.
2. Each unit of a Housing, Semi-Detached shall be serviced individually to the municipality's sewer and water lines.
3. Notwithstanding subsections (1) and (2), alternate arrangements for private utility services may be considered at Council's discretion, who in considering this matter shall give due regard to the advice of any Federal or Provincial agency, any private firm qualified to advise on such matters, the Town Engineer, and the current Water and Waste Water Utility Bylaw(s).

Bylaw #22-01

4.6 R3 HIGH DENSITY RESIDENTIAL DISTRICT

1. PURPOSE: To provide for high density multi-family housing to a maximum of 100 dwellings per hectare.

2. USES:

a) Permitted Uses

Accessory Building
 Home Office
 Housing, Apartment
 Housing, Attached
 Protective Emergency Services
 Public Parks
 Residential Sales Centre 1
 Utilities

Bylaw #15-22

Bylaw #17-12

b) Discretionary Uses

Child Care Services
 Extended Medical Treatment Services
 Government Services
 Home Occupation
 Housing, Duplex, existing prior to the adoption of this bylaw
 Housing, Single Detached, existing prior the adoption of this bylaw
 Residential Care
 Residential Sales Centre 2
 Seniors Housing
 Utility Building

Bylaw #15-40

Bylaw #17-12

3. GENERAL SITE REQUIREMENTS:

a) Minimum Site Area

- i. The minimum site area shall be 930m², and the maximum site area shall be 4000m².

b) Minimum Lot Area

- i. 175.0 m² per attached dwelling unit
- ii. 40 m² per apartment dwelling unit

c) Minimum Site Width

- i. 30.5 m apartment
- ii. 7.62m single detached or duplex
- iii. 7.0 m for a pie shaped lot at the front yard

Bylaw #22-01

d) Minimum Site Depth

- i. 30.5 metres for all lots

e) Habitable Floor Area

- i. Minimum Gross Floor Area - 40 m² per dwelling unit

f) Maximum Number of Dwelling Units

- i. The maximum density is 100 dwelling units per hectare

g) Minimum Yard Setbacks – Principal Building

- i. Front Yard – 6.0 m and, at the discretion of the Approving Authority, 4.0 m if the lot is served by a rear lane
- ii. Rear Yard – 7.0 m
- iii. Side Yard – The setback from a side property line is as follows:
 - a. 1.5 m from the side property line shared with an Internal Lot if the Principal Building is 9.0 m or less in height at the eaveline;
 - b. 3.0 m from a side property line shared with an internal lot if the Principal Building is more than 9.0 m in height at the eaveline;
 - c. 3.0 m from a side property line shared with a street other than a lane unless the building is 9.0 m or less in height at the eaveline and the building is located in the Downtown Overlay District in which case the setback from the side property line shared with a street may be reduced, at the discretion of the Approving Authority, to not less than 1.5 m

h) Building Height

- i. 10.0 m for Duplex
- ii. 12.0 m for Attached Housing
- iii. 5.0 m for Accessory Buildings* see OTHER SITE REQUIREMENTS below
- iv. 14.0 m or four (4) storeys for Apartment Housing

i) Site Coverage

- i. Maximum Site coverage for the entire site, including all accessory buildings and detached garages shall be 70%

4. OTHER SITE REQUIREMENTS:

Parking

- a) All parking spaces on a Site in this District shall be hard surfaced.

Landscaping

- b) A minimum of 30% of the site area shall be landscaped and a landscape and site plan shall be prepared by a professional landscape architect.

Uses and appearance

- c) The Approving Authority shall give due consideration to the compatibility of a proposed Development in this District to existing Uses on or near the Site.
- d) If the site is located within the Downtown Overlay District, the development will be required to meet all of the requirements of that District as well as be subject to a review by the Downtown Design Review Committee.

Bylaw #22-01

Accessory Building

- e) Maximum Accessory Building height shall be influenced by existing development on adjacent parcels.



Request for Decision

To: Council

Staff Contact: Glen Ferguson, Senior Planner

Date Prepared: April 13, 2025

Meeting Date: May 21, 2025

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

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

AND THAT Council direct Town Administration to schedule a public hearing for Bylaw No. 25-13 on June 18, 2025, at 7:00 p.m. in Council Chambers.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

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

SUSTAINABILITY**ECONOMIC SUSTAINABILITY:**

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

SOCIAL SUSTAINABILITY:

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

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

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

ORGANIZATIONAL:

Staff will invest the time necessary in preparing further reports, actively engaging with the public as appropriate, and ensure the proper distribution of public notices in advance of the public hearing.

OPERATIONAL:

N/A

FINANCIAL:

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

POLICY:

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

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

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

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

IMPLEMENTATION:

Staff will advertise the public hearing in accordance with Section 606 of the MGA.

BACKGROUND:

The Town's [2022-2025 Strategic Plan](#) identifies six core areas that Council has identified as being important focal points for the current term of Council. These priority areas were selected

based on community feedback provided to Council, as well as current service opportunities and challenges that have been identified by Town Administration. It is the role of Town Administration to plan and implement activities that will ensure that priority areas are addressed.

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

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

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

KEY ISSUE(S)/CONCEPT(S):

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

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

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

employment growth and local job opportunities for residents living in a municipality. The municipality itself also benefits from having a reduced reliance on residential tax revenues.

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

DESIRED OUTCOMES:

That Council give first reading to Bylaw No. 25-13 and provide Town Administration with direction to schedule a public hearing for Bylaw No. 25-13.

COMMUNICATIONS:

Staff will advertise the public hearing by including written notices in the Strathmore Times and 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 ACTIONS/MOTIONS:

Council may support the recommendation or defer the first reading and/or public hearing.

ATTACHMENTS:

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

Chuck Procter, Manager of Development Services	Approved - 17 Apr 2025
Jamie Dugdale, Director of Infrastructure, Operations, and Development Services	Approved - 17 Apr 2025
Veronica Anderson, Legislative Services Officer	Approved - 17 Apr 2025
Johnathan Strathdee, Manager of Legislative Services	Approved - 22 Apr 2025
Kevin Scoble, Chief Administrative Officer	Approved

AIR-25-090

- 15 May
2025

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

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

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

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

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

1. SHORT TITLE

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

2. AMENDMENT

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

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

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

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

3. EFFECTIVE DATE

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

READ A FIRST TIME this ____ day of _____, 2025

PUBLIC HEARING HELD this ____ day of _____, 2025

READ A SECOND TIME this ____ day of _____, 2025

READ A THIRD AND FINAL TIME this ____ day of _____, 2025

Mayor

Director of Strategic, Administrative and

WADEMSA Report May 5, 2025

- CAO Dahl to converse with Director Pretzlaff regarding Shaw/Rogers 911 fees paid to the Town of Strathmore.
- CAO Dahl to converse with Chief Sturgeon and WC Consultant Thomas Jookes regarding the Fire Dispatch Service Level Contract
- WADEMSA long-term service and retirement awards dinner, May 27, 2025
 - Rob Witty and Donna Hendricks will be celebrated at the retirement dinner.
 - Rob achieved 33 years with WADEMSA, and Donna just over 20 years.
- Financials accepted as presented.
- Vice Chair Report (R Wegener)
 - Met with Interim Deputy CAO Dahl to discuss taking the Interim label off his title.
 - Discussions are still underway regarding the full-time position of CAO.
 - WADEMSA morale is up, and people are happy.
- CAO Report
 - Dispatch calls 170 in April 2025, down from 176 in April 2024 (22% decrease)
 - Dispatch calls YTD April 1456 in 2025 and 1322 in 2024 (3% decrease)
 - Nutrien is sponsoring the Teddy Bears for kids. Nutrien and WADEMSA logoed Teddy Bears to be given to small children at call scenes.
- WADEMSA is looking at 1 or 2 new ambulances to replace the current front-line ambulances. Approximate 24 – 26-month delivery.
- AHS/MNP Preliminary findings for EMS Contract Financial Review.
 - Report accepted as information
- Bursary/Scholarship
 - WADEMSA is looking at activating the Bursary/Scholarship for students looking to attain their ACP/PCP designations.\
 - Scholarship will come from the Legacy Reserves.



NOTICE OF MOTION

Date: April 23, 2025

Meeting Date: May 07, 2025

SUBMITTED BY: Councillor Melissa Langmaid

SUBJECT: Land Use Bylaw Amendment – Child Care Services

WHEREAS Land Use Bylaw No. 14-11 establishes permitted and discretionary land uses within the Town of Strathmore;

AND WHEREAS Child Care Services are identified in Land Use Bylaw No. 14-11 as a discretionary use in the R1, R1N, R1S, R2, R2X, R3, R3M, MHS, CR, and CB land use districts;

AND WHEREAS Child Care Services are identified in Land Use Bylaw No.14-11 as a permitted use in the C1 and P1 land use districts;

AND WHEREAS Child Care Services are not identified in Land Use Bylaw No. 14-11 as a permitted or discretionary use within the Highway Commercial (CHWY) land use district;

AND WHEREAS Highway Commercial land use districts are located along a major transportation corridor, providing convenient and accessible areas of development opportunity in the Town of Strathmore;

AND WHEREAS convenient and accessible child care services can contribute to the overall economic prosperity and wellbeing of residents and families within the Town of Strathmore;

Notice is hereby given that the following motion will be brought forward for consideration at the May 21, 2025 Regular Council Meeting:

THAT Council direct Administration to prepare an amendment to Land Use Bylaw No. 14-11 to include Child Care Services as a discretionary use within the Highway Commercial (CHWY) land use district,

AND THAT Council directs Administration to present the amended bylaw to Council at the June 4, 2025 Regular Council Meeting for consideration.



NOTICE OF MOTION

Date: May 15, 2025

Meeting Date: May 21, 2025

SUBMITTED BY: Mayor Pat Fule

SUBJECT: WestCreek Land Transfer

WHEREAS Strathmore Town Council's 2022-2025 Strategic Plan includes the priority of *Community Development*, intended to create communities for residents which promote sustainable and interdependent family-friendly spaces.

AND WHEREAS Council values *Community Wellness*, focused on the maintenance, protection, and improvement of services that support optimum lifestyles.

AND WHEREAS Wetlands are a natural part of the Alberta landscape.

AND WHEREAS Conserving wetlands, where appropriate, and developing adjacent to wetlands in a responsible manner, according to Provincial and Federal Regulations, ensures that the natural environment can be protected.

AND WHEREAS WestCreek Area Structure Plan Amending Bylaw No. 25-07 includes a provision for Reserve Dedication, as shown in Schedule 'A', Map 8.

AND WHEREAS WestCreek Area Structure Plan Amending Bylaw No. 25-07, S. 4.1 EXISTING LAND USES states "*The lands contained with NW 15-24-25-W4 are currently designated as Low Density Residential District, and Medium Density Residential while the balance of the west lands and the entire east lands are designated Urban Reserve District (UR).*"

Notice is hereby given that the following motion will be brought forward for consideration at the June 4, 2025 Regular Council Meeting:

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



ALLY IMPACT REPORT

TOWN OF STRATHMORE



Thank you, Town of Strathmore

From the beginning, STARS has relied on our allies to help fulfill our mission of providing critical care, anywhere.

Allies like you make it possible for STARS to continue learning, growing and innovating to ensure we can be there for the next patient, and for more communities, wherever they are and in whatever way they need us.

You support essential education and training, necessary tools, and new and improved technology, allowing us to continue providing critical care when it's needed most.

You make it possible for us to save lives, every day.

From all of us at STARS, and on behalf of the patients we serve,

thank you.

BUILT BY THE COMMUNITY,
FOR THE COMMUNITY

730+

communities were
cared for last year



In 2024, the Town of Strathmore generously contributed \$10,000 to support STARS flight operations from the Calgary base that serves the southern region of Alberta - **Thank you!** We are sincerely grateful for your commitment to our fight for life.

With your support, we can surpass obstacles and extend beyond boundaries. Most importantly, you make an immediate response possible for people every day.

STARS was built by the community, for the community, and thanks to allies like you, we can continue to reach the communities within Western Canada and the patients within who need our help.

You allow STARS to use any transportation and tools necessary to reach patients and deliver the care that can save lives.

Because of you, patients like Willem van Lankvelt will have access to world-class, rapid critical care - no matter where they live, work, or play, for generations to come.

Our partnership with the Town of Strathmore is of great pride to STARS, and we are excited to show you the direct impact your gift makes in our communities.

You make critical care anywhere, possible.

Thank you.



TOWN OF STRATHMORE

15-YEAR MISSION OVERVIEW

WHEATLAND COUNTY STARS 15-YEAR MISSION REPORT	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	TOTAL
NEAR BASSANO*						1				1						2
NEAR CARSELAND	3	1	5	3	1	1	1	3		1	2	2	2	1	4	30
NEAR CHEADLE										3	3		3			9
NEAR DRUMHELLER*						1										1
NEAR GLEICHEN SCENE + SAR		1		2		3	8	7	7	7	11	3	7	5	5	66
NEAR HUSSAR	1		1	1					1	2	1	2	1		1	11
NEAR KEOMA*												1		1	1	3
NEAR LANGDON										1	1					2
NEAR ROCKYFORD						1			1		2		6	1		11
SIKSIKA NATION	3	1		1					2	3	3	1	6	2	2	24
NEAR STANDARD		2			3			1		2	1	1	1	2	1	14
STRATHMORE HOSPITAL IFT	7	10	8	11	8	11	14	9	9	11	19	13	15	27	11	183
NEAR STRATHMORE	9	6	12	10	5	7	7	8	4	4	6	12	6	6	4	106
TOTAL	23	21	26	28	17	25	30	28	24	35	49	35	47	45	29	462

* Scene calls and search & rescue (SAR) coded to nearest community - Actual mission location used to identify each occurrence within Wheatland County boundaries

Over the past 15-years, (from 2010 up to and including December 31, 2024) because of your support, STARS was able to carry out 462 critical inter-facility, search and rescue and scene missions within Wheatland County, the Town of Strathmore and the hospital that serves your area. Thank you for helping to support the residents of the Town of Strathmore in the communities where they live, work and play.

STARS is more than transport. Whether by air, ground, or satellite link, the expert care delivered by our doctors, nurses, and paramedics comes in many forms. The STARS Emergency Link Centre also acts as a critical care logistics hub, connecting patients with help beyond STARS. Because of your support, we are wherever we need to be using any transportation and tools necessary to reach our patients and deliver the care that can save their lives. For some patients, a helicopter is the right method to respond. For others, our teams will go by airplane or ground ambulances. Often, our physicians can diagnose and provide care guidance directly through phone or video link. The STARS Emergency Link Centre specializes in bringing together all the healthcare and emergency response professionals who are working to help each patient survive.

Any one of us can experience a life-changing incident or medical complication whether or not we're close to care. That's why STARS exists. Your commitment makes an impact and helps deliver critical care anywhere for your residents, ensuring every one of them has access to care when they need it the most.

Built by the community, for the community.

ESSENTIAL SERVICES FOR ALL, RURAL

UNITED IN PARTNERSHIP

Building a robust health & safety network.

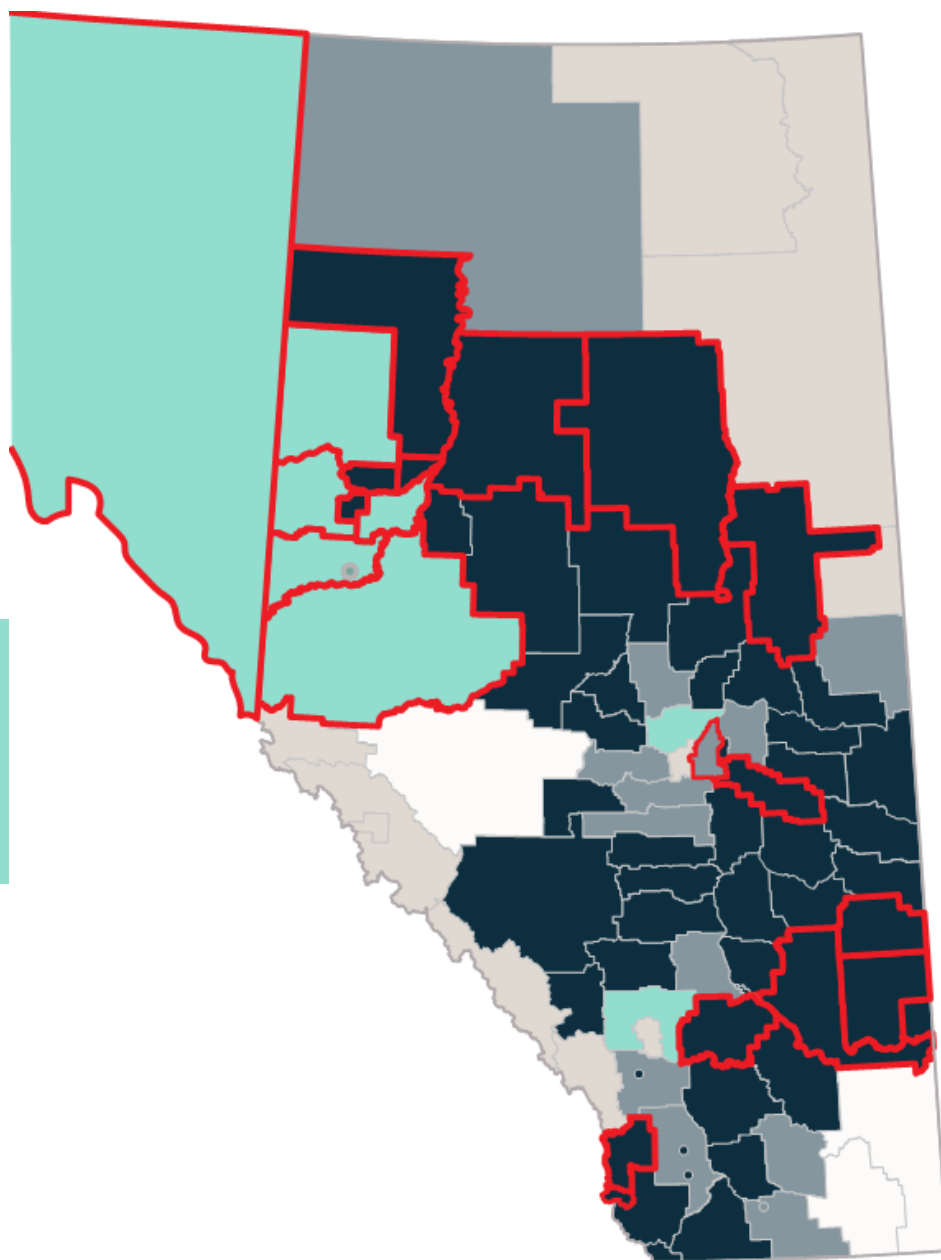
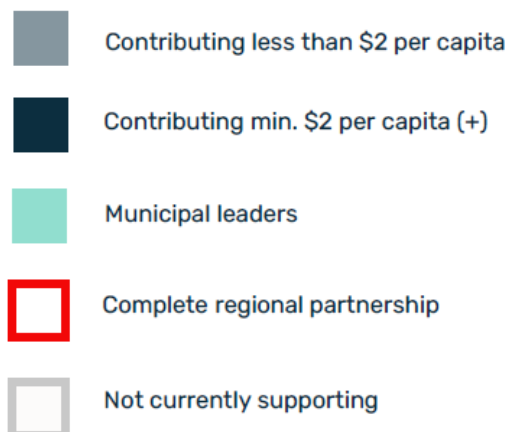
- 95% AB Municipalities in partnership
- Includes northeastern B.C.
- 75% Regional Leaders
- Requests pending

REGIONAL LEADERS

Building
partnerships within.
Based on minimum
\$2 per capita

(9) PROVINCIAL LEADERS

- Fixed rate of support
- Standing motion
- Included in protective services budget



YOU MAKE IT POSSIBLE TO SAVE PEOPLE LIKE WILLEM



During what Willem van Lankvelt thought was going to be a pleasant afternoon on his bike near his family's cabin, his ride took a life-threatening turn when he was struck by a truck.

The force of the impact caused significant head trauma and severe internal bleeding. With 16 years of experience as a paramedic, he knew this was his worst-case scenario. Fortunately with your help, STARS was on the way.

Upon STARS' arrival at the scene, the air medical crew had to work quickly to stabilize Willem.

Willem already had a deep appreciation for STARS before his accident. Through his work, he had seen firsthand the everyday difference STARS makes in the lives of critically ill and injured patients thanks to allies like you. Willem even knew the crew that provided care for him, making this one of the most difficult missions that STARS flight nurse, Melvin Yumang, had ever responded to.

"The extent of his injuries were such that neither myself nor my partner Ray recognized Willem at the time," said Melvin.

He had a skull fracture, traumatic brain injury, multiple fractures of his ribs, and bleeding around his lungs. His jaw muscles were clamped shut so access to his airway was basically impossible.

Call received.
STARS crew is
pre-alerted.

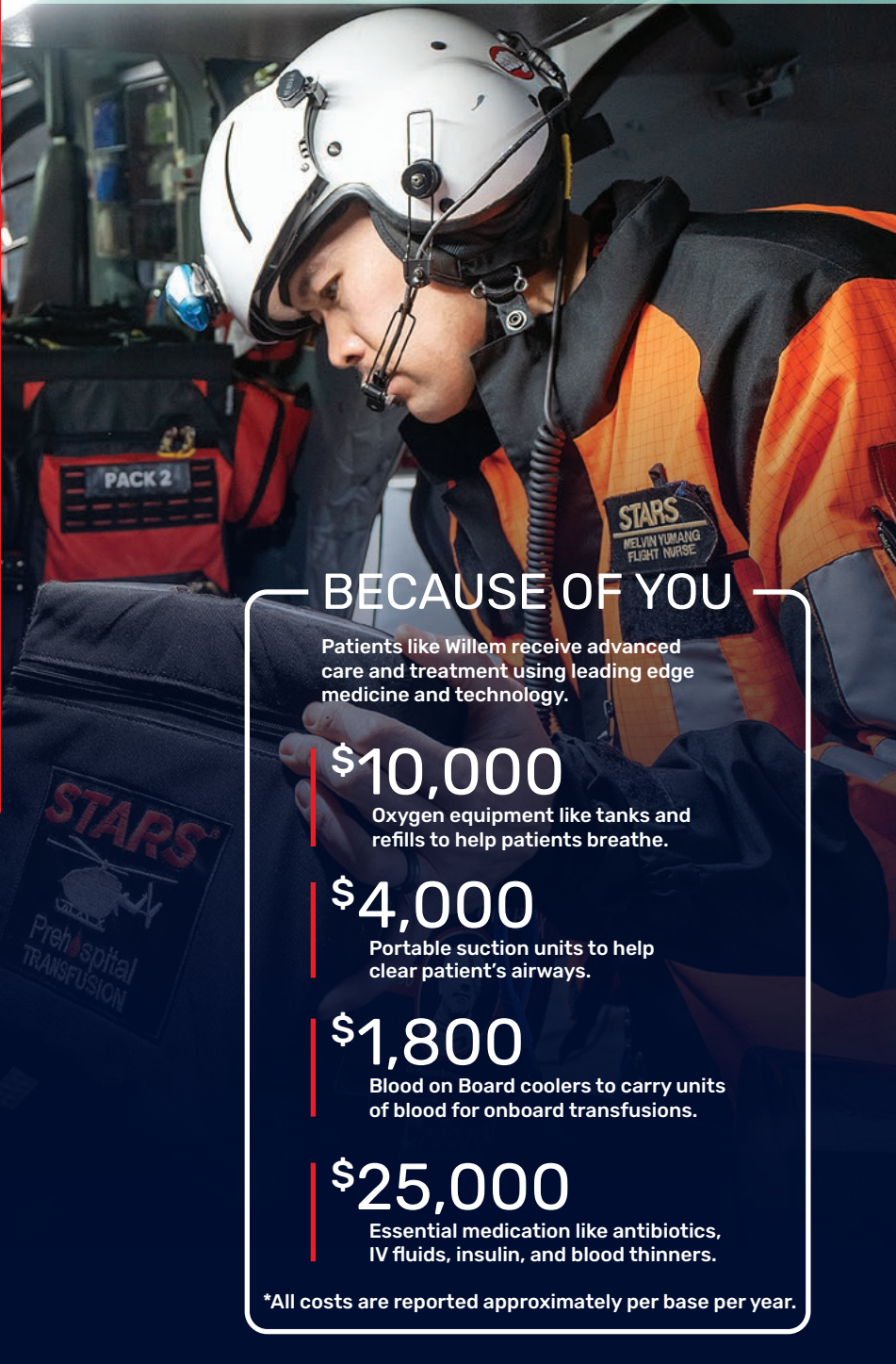
Helicopter dispatched.

Helicopter leaves
the STARS base.

In 2016, registered nurse Melvin Yumang began his journey with STARS. In addition to years of experience in ERs and pediatric ICUs across Canada, Yumang went on to complete the six-month STARS Critical Care and Transport Medicine Academy program – a highly specialized, donor-supported certificate program offered to experienced rural health care professionals and is a requirement for new STARS air medical crew. After this intense course, he was ready to put on the STARS signature blue flight suit and care for the most critical patients. As he reflects on his eight years as a STARS flight nurse, he credits the organization’s success to the expertise of his fellow crew members. Thanks to allies like you, professionals like Yumang have access to essential training needed on STARS’ aircraft and in rural or remote health care settings.

“It’s a privilege to be able to serve those in our community.”

MELVIN YUMANG, STARS FLIGHT NURSE



BECAUSE OF YOU

Patients like Willem receive advanced care and treatment using leading edge medicine and technology.

- \$10,000**
Oxygen equipment like tanks and refills to help patients breathe.
- \$4,000**
Portable suction units to help clear patient’s airways.
- \$1,800**
Blood on Board coolers to carry units of blood for onboard transfusions.
- \$25,000**
Essential medication like antibiotics, IV fluids, insulin, and blood thinners.

*All costs are reported approximately per base per year.

Crew arrives on scene.

Crew stabilizes and provides necessary medical intervention to patient.

Crew and patient depart scene.

STARS arrives at hospital, and transfers patient care.

"Will's accident was quite traumatic," says STARS flight paramedic Ray Rempel. "There's two things that STARS can bring to patients. One is speed, the other is a higher level of critical care. Willem needed both on that night. We were able to give him blood, and decompress the chest to allow him to breathe a little bit better. We gave medication to access his airway and provided him with the oxygen he needed."

Thanks to your support, STARS was able to provide the critical care needed in such a difficult and complex situation. Working alongside our allies – police, fire, and EMS – on the ground, Willem was rapidly transported to the trauma centre where he received definitive care and has been able to make a successful recovery.

Because of donors like you, Willem was able to recover and return to work as a paramedic. Your support helps save people like Willem, wherever they are, whenever they need critical care. Thank you for enabling us to be there when we're needed most.



"To anybody who has supported STARS, I can't put into words the impact your support has had on me and my family. Thank you."

Willem van Lankvelt, STARS VERY IMPORTANT PATIENT



Scan the QR code
to hear Willem's
story in his
own words.

YOU MAKE IT POSSIBLE FOR US TO IMPACT THOUSANDS OF LIVES

With your commitment to our fight for life, you ensure that everyone has access to critical, life-saving care, no matter where they live, work or play. In the air, on the ground, and virtually, we are wherever we need to be to give patients their best hope in a worst-case scenario.

BECAUSE OF YOU



3,927

MISSIONS WERE FLOWN IN THE LAST YEAR

1,720
AB/BC

1,025
SK

1,182*
MB/ON

11



AVERAGE DAILY MISSIONS

* includes fixed-wing and helicopter missions

Incident types



CARDIAC **18.05%**



ENVIRONMENTAL **0.30%**



NEUROLOGICAL **12.48%**



OBSTETRICAL **1.42%**



PULMONARY **12.64%**



VEHICLE INCIDENT **18.38%**



OTHER MEDICAL **19.20%**



OTHER TRAUMA **17.38%**

With support from allies like you, STARS is able to provide landing zone training for first responders and clinical training sessions for rural medical practitioners in our communities to ensure patients receive the best care possible in a worst-case scenario. This year:

121

outreach education sessions were fulfilled in our communities.

3,800+

participants attended landing zone and clinical education sessions.

YOU MAKE IT POSSIBLE TO CONNECT WITH PATIENTS, FASTER

The STARS Emergency Link Centre (ELC) is the critical care logistics hub. You support highly skilled emergency communications specialists connecting STARS to 911 and other emergency services, overseeing helicopter missions and coordinating transport and care for patients. With dedication from allies like you, the ELC is able to run 24/7/365 and allows us to be there for the next patient, whenever they need us.

Critical patients may now receive care quicker than ever before thanks to the launch of a virtual care trial by STARS in partnership with Saskatchewan Health Authority. STARS Virtual Care allows transport physicians to be connected to local providers during active missions via a secure video connection. The trial is underway across the province of Saskatchewan.

“This new tool is allowing us to provide care more precisely and timely, because when I am consulted I can see the problem directly rather than having someone describe it to me over the phone, especially when they can often be in the midst of dealing with a very critical situation,” said STARS base medical director for Regina and Saskatoon, Dr. Dallas Pearson.



49" Ultrawide monitor
\$3,000

BECAUSE OF YOU

37,365

emergency requests were handled
by the ELC, an average of **102/day**.

114

transport physicians on staff.

8,760

operational hours of logistics
coordination by the ELC.

Phone & Bluetooth headset
\$2,000

Embroidered uniform tops
\$35

Ergonomic dispatch chair
\$2,000

Air dispatch radio system
\$510,000

BECAUSE OF YOU
STARS has flown more than
60,000
total missions since 1985.

YOU MAKE IT POSSIBLE
TO PROVIDE

CRITICAL CARE, ANYWHERE

\$11.4M

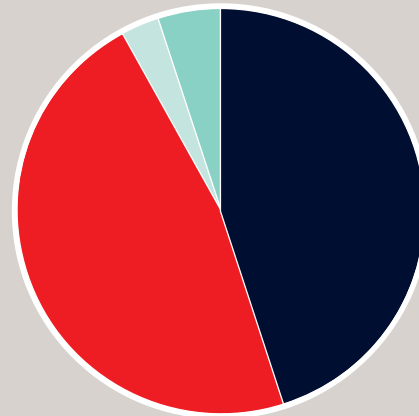
approximate annual
cost per base

37,345

annual donors



STARS funding sources, fiscal-year 2023-24



- NET FUNDRAISING
- GOVERNMENT CONTRIBUTIONS*
- INDUSTRY SERVICES
- OTHER

* cash received in year

IT IS ONLY POSSIBLE WITH **YOU** BY OUR SIDE

As a charitable not-for-profit, we can only operate with the remarkable support of our community allies.

The unwavering commitment of allies like you makes it possible for us to continue providing life-saving care, wherever and whenever it's needed, and ensure we can serve Western Canadians well into the future.

**Thank you for making sure we can
be there for the next patient, no
matter how far.**

529
active volunteers



NEW MEDICATION HEMORRHAGE CONTROL

STARS has bolstered its medical toolkit with an innovative new blood product to help form blood clots and assist with hemorrhage control.

- Increase to 4 units of blood onboard
- Utilized in severe trauma cases
- New medication for patients requiring more than two units of blood
- Fibrinogen promotes blood clots to form

REGIONAL LEADER



BENEFITS

- STARS provides physical response and virtual care consultation
- Assist local practitioners with critical care/procedural guidance
- Together we enhance rural healthcare
- Residents have access to STARS 24/7 across Western Canada
- No cost to the patient

THANK YOU



JACKIE SEELY

DONOR RELATIONS AND DEVELOPMENT OFFICER

403-793-1262

jseely@stars.ca



STAY IN TOUCH

Scan or click the QR code to stay up-to-date with our latest news.



1-888-797-8277 | info@stars.ca | stars.ca

