

AGENDA
REGULAR COUNCIL MEETING
Wednesday, October 2, 2024 @ 6:00 PM
Council Chambers, 1 Parklane Drive, Strathmore AB

		Page
1.	CALL TO ORDER	
1.1.	Traditional Land Acknowledgement for the First Meeting in October (Mokoikisom)	
2.	CONFIRMATION OF AGENDA	
3.	PUBLIC HEARING	
3.1.	Intermunicipal Development Plan Bylaw No. 24-15 Agenda Item - AIR-24-190 - Pdf	3 - 37
4.	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.	
5.	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.	CONSENT AGENDA	
7.1	Regular Council Meeting Minutes – September 18, 2024	
9.1	Gas Franchise Fee Advertising Requirement	
9.2	2024 Capital Budget Amendment – Municipal Enforcement Patrol Vehicle	
10.2.1	Wheatland Housing Management Body Meeting Minutes – June 27, 2024	
10.2.2	WADMSA Report – September 16, 2024	
10.2.3	WREMP – April 25, 2024 – Unapproved Meeting Minutes	
10.2.4	WREMP – September 12, 2024 – Unapproved Meeting Minutes	
11.1	Letter from Minister Nixon – Re: Wheatland Lodge and Hospice Project	
7.	CONFIRMATION OF MINUTES	
7.1.	Regular Council Meeting Minutes – September 18, 2024 Agenda Item - AIR-24-187 - Pdf	38 - 48
8.	BYLAWS	
8.1.	Intermunicipal Development Plan Bylaw No. 24-15 Agenda Item - AIR-24-191 - Pdf	49 - 81
8.2.	East Pine Road Closure Bylaw No. 23-11 Agenda Item - AIR-24-186 - Pdf	82 - 89

8.3.	Offsite Levy Bylaw No. 24-17 Agenda Item - AIR-24-183 - Pdf	90 - 161
9.	BUSINESS	
9.1.	Gas Franchise Fee Advertising Requirement Agenda Item - AIR-24-185 - Pdf	162 - 170
9.2.	2024 Capital Budget Amendment – Municipal Enforcement Patrol Vehicle Agenda Item - AIR-24-172 - Pdf	171 - 175
10.	COUNCILLOR INFORMATION & INQUIRIES	
10.1.	QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS	
10.2.	BOARD AND COMMITTEE REPORTS	
10.2.1.	Wheatland Housing Management Body Meeting Minutes – June 27, 2024 Wheatland Housing Management Body Meeting Minutes – June 27, 2024	176 - 181
10.2.2.	WADEMSA Report – September 16, 2024 WADEMSA Report – September 16, 2024	182 - 183
10.2.3.	WREMP – April 25, 2024 – Unapproved Meeting Minutes WREMP – April 25, 2024 – Unapproved Minutes	184 - 186
10.2.4.	WREMP – September 12, 2024 – Unapproved Meeting Minutes WREMP – September 12 – Unapproved Minutes	187 - 189
10.3.	QUESTION AND ANSWER PERIOD	
10.4.	ADMINISTRATIVE INQUIRIES	
10.5.	NOTICES OF MOTION	
11.	CORRESPONDENCE	
11.1.	Letter from Minister Nixon – Re: Wheatland Lodge and Hospice Project Letter from Minister Nixon – Re: Wheatland Lodge and Hospice Project	190 - 191
12.	CLOSED MEETING	
12.1.	Wheatland Housing Management Body (WHMB) Request – Advice from officials – FOIP S. 24(1)(b)(i)	
12.2.	Council/CAO Dialogue – Advice from officials – FOIP S. 24(1)(b)(i)	
13.	ADJOURNMENT	



Request for Decision

To: Council

Staff Contact: Chuck Procter, Manager of Development Services

Date Prepared: September 23, 2024

Meeting Date: October 2, 2024

SUBJECT: Intermunicipal Development Plan Bylaw No. 24-15 - Public Hearing

RECOMMENDATION: THAT Council proceed with a Public Hearing for Bylaw No. 24-15 on October 2, 2024, in accordance with Section 692(1) of the *Municipal Government Act, RSA 2000, cM-26*;

AND THAT Council take into consideration all information received at the Public Hearing on October 2, 2024 regarding Bylaw No. 24-15 being a bylaw to adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The Intermunicipal Development Plan (IDP) demonstrates Council's commitment to synergistic partnerships by enshrining in policy the Town's and Wheatland County's interdependent interests in community development decision-making. The IDP supports the Town in leveraging its relationship with Wheatland County to attract and support future investment, and to create a sustainable community for its citizens.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The IDP promotes orderly and contiguous development of residential and non-residential land which supports economic sustainability through logical extension of existing services and the opportunity to create a more balanced tax base.

SOCIAL SUSTAINABILITY:

The IDP supports avoidance of land use conflict, restricts expansion or development of new confined feeding operations and manure storage facilities within the plan area, and supports transitional buffering between different land uses to mitigate interface conflicts.

ENVIRONMENTAL SUSTAINABILITY:

Policy in the IDP supports protecting the environment and reducing the impacts of development on natural areas, especially near sensitive areas such as watercourses and slopes.

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

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

The Municipal Government Act (MGA) requires that all municipalities that are not members of a growth region and that have common boundaries must adopt an intermunicipal development plan. Since the Town is no longer a member of the Calgary Metropolitan Region Board, the Minister of Municipal Affairs directed the Town and the Wheatland County to adopt an IDP. Adoption of this IDP will meet the requirement to adopt an IDP in accordance with the MGA and by the revised December 31, 2024, deadline as set by the Minister of Municipal Affairs.

ORGANIZATIONAL:

The IDP is a statutory policy document to which all departments of the Town of Strathmore must adhere insofar as their work relates to or impacts intermunicipal interests and land use decision-making.

The departments most directly affected by the adoption of the IDP are Infrastructure, Operations and Development Services, Strategic and Administrative Services, and Community & Protective Services.

OPERATIONAL:

The IDP presents an additional policy level that must be considered in decision-making processes. Decisions regarding land use will be required to align with the policies of the IDP, as will certain intermunicipal decisions that deal with economic development, agriculture, social wellbeing, and economics. Additional time may be required for application review processes that require circulation to Wheatland County pursuant to the IDP policies.

FINANCIAL:

The Town's 2024 Operating and Capital Budget includes budgeted line items under the Infrastructure, Operations and Development Services Division (IODS) that can be utilized where needed and appropriate for materials, goods and supplies, public engagement-related costs, as well as consulting services if required. As the IDP is now complete, resources required to implement the IDP are not anticipated to impact the existing budget. However, consideration should be given to ongoing annual budget allowance for IDP implementation activities as determined in collaboration with the Intermunicipal Collaboration Committee (ICC).

Should a dispute arise related to the implementation or interpretation of the IDP, the IDP's dispute resolution process detailed in subsection 3-6 (page 17 of the document) would be initiated and associated costs would be borne by the parties accordingly.

POLICY:

In accordance with the MGA, all statutory plans must be consistent with one another. The IDP is the highest order statutory plan under Part 17 of the MGA and all subordinate statutory plans must be consistent with it, including the Municipal Development Plan and all Area Structure Plans.

Development Services will assess existing policy documents to confirm compliance with the IDP and to identify any necessary amendments to existing statutory plans to make them consistent with the IDP. Moreover, the Municipal Development Plan (MDP) review project currently underway will ensure the direction of the IDP is captured by the new MDP.

IMPLEMENTATION:

Implementation of the IDP is undertaken primarily through the planning and development application processes and through decision-making at the administrative and corporate levels.

Inclusion of IDP policy direction in subordinate plans, such as the updated MDP, also helps implement the IDP. All the Town's master planning documents (e.g., infrastructure master plans, parks and open spaces master plans, etc.) should reflect and be consistent with the direction of the IDP for more effective implementation of its policies.

BACKGROUND:

The Town withdrew its membership from the Calgary Metropolitan Region Board (CMRB) in March of 2022. Consequently, section 631(1) of the MGA was triggered, requiring the Town to develop an IDP with Wheatland County, which also withdrew its membership from the CMRB.

The Town and County jointly retained a planning consulting firm, ISL Engineering and Land Services Ltd., to undertake the preparation of an IDP in collaboration with Town and County Administrations.

The IDP Project included 6 phases, including two for public engagement. Affected landowners, agencies and the public were notified and informed about the project through various means, including letters by regular mail, email notifications, newspaper and social media posts, in-person open houses and via the Town and County websites. No objections to the project were received.

The draft IDP was circulated internally to the Town and to the County, including the respective Councils, and feedback received was incorporated into a revised draft IDP as appropriate. The revised draft IDP was circulated to agencies and made available to affected landowners and the public for review and comment. The draft IDP was revised a final time to reflect feedback received and to ready it for first reading.

Regarding the adoption of the IDP, it is critical that should they approve it the Council of Wheatland County and the Council of the Town of Strathmore both approve the same IDP document. Should Council move to amend any portion of the IDP, this must be reflected in the version the County passes and vice versa. As such, the potential for amendments has been considered through the reading process for this bylaw. The Project Team will review any amendments following this hearing and First and Second Readings and amend the IDP accordingly before returning for Third Reading and final adoption.

KEY ISSUE(S)/CONCEPT(S):

The IDP document is broken into three main sections: Plan Area, Plan Policies and Implementation.

Plan Area

The Plan Area is found on page 2 of the IDP document and is the result of technical analyses, discussion and negotiation between the Town and the County.

The Plan Area was broken into three main land use categories or designations: Urban Referral Area, Future Business Area and Predominantly Agricultural Area.

Policy Area

Each designation or 'area' identified on the Plan Area map on page 2 of the IDP has specific policies associated with it in Section Two.

In addition to policies for the Plan Area designations, there are policies for General Land Use, Transportation, Infrastructure, and Social and Economic topics.

Implementation

The Implementation policy section is further broken into General Implementation, Applications, Intermunicipal Referral Process, Intermunicipal Collaboration Committee, Intermunicipal Collaboration Framework, and Dispute Resolution.

DESIRED OUTCOMES:

THAT Council proceed with a Public Hearing for Bylaw No. 24-15 on October 2, 2024, in accordance with Section 692(1) of the *Municipal Government Act, RSA 2000, cM-26*;

AND THAT Council take into consideration all information received at the Public Hearing on October 2, 2024 regarding Bylaw No. 24-15 being a bylaw to adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan.

COMMUNICATIONS:

The project team undertook various communication and engagement activities with two primary goals:

1. Ensure key interested parties and community members understand the purpose of the project and how the IDP would impact the community.
2. Build awareness and encourage participation in the engagement processes for the project.

The first round of engagement occurred on December 13, 2023, and included sharing the purpose of the IDP and findings of technical background studies with the public at an in-person information session.

The second round of engagement presented the draft IDP document at a second in-person information session, which occurred on June 18, 2024 .

In addition to the in-person information sessions, the Town issued newspaper notifications, direct email and letter solicitations to agencies and affected landowners to participate, published social media posts and maintained the project website with up-to-date information as part of the overall communication plan.

In accordance with the MGA, Staff will advertised the public hearing 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.

A summary of the public engagement is as follows:

- September 6, 2024 - Notice of the Public Hearing posted on the Town's website
- September 9, 2024 - Notice of the Public Hearing mailed notice to adjacent landowners

- September 11, 2024 - Strathmore Times
- September 18, 2024 - Strathmore Times
- September 25, 2024 - Strathmore Times
- October 2, 2024 - Strathmore Times
- October 2024 - Utility Insert
- September 6, 2024 - Facebook (mentioned in the highlights of the September 4, 2024 Regular Council Meeting)
- September 27, 2024 - Facebook post
- October 1, 2024 - Facebook post

Should Council approve First and Second Reading of the Town of Strathmore and Wheatland County Intermunicipal Development Plan, Administration will confer with their counterparts at the County regarding any potential amendments proposed by either Council. If the IDP remains unchanged, or if there are minor amendments, the item will return for consideration of Third Reading on October 16, 2024. Substantive amendments may require further review and discussion. In that case the item will return for Third Reading at a later date but before the end of 2024. The final reading will not require an additional public hearing, and once Third Reading is granted, the IDP will come into effect.

ALTERNATIVE ACTIONS/MOTIONS:

ATTACHMENTS:

[Attachment I: Town of Strathmore Wheatland County IDP Bylaw No. 24-15](#)

[Attachment II: Town of Strathmore Wheatland IDP PH Notice Adjacent Landowners](#)

[Attachment III: Strathmore Times Ad September 11, 2024](#)

[Attachment IV: Strathmore Times Ad September 18, 2024](#)

[Attachment V: Town of Strathmore Website September 2024](#)

[Attachment VI: IDP Bylaw No. 24-15 Written Submission Graham Fitzsimmons 2024-09-25 Redacted](#)

Chuck Procter, Manager of Development Services

Approved
- 26 Sep
2024

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

Approved
- 26 Sep
2024

Veronica Anderson, Legislative Services Officer

Approved
- 26 Sep
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 27 Sep

**BYLAW NO. 24-15
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA TO ADOPT THE TOWN OF STRATHMORE AND WHEATLAND COUNTY INTERMUNICIPAL DEVELOPMENT PLAN IN ACCORDANCE WITH THE *MUNICIPAL GOVERNMENT ACT*, REVISED STATUTES OF ALBERTA 2000, CHAPTER M-26, AS AMENDED.

WHEREAS Section 631 of the *Municipal Government Act* states that two or more council of municipalities that have common boundaries must, by each passing a bylaw in accordance with Part 17 or in accordance with section 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary;

AND WHEREAS the Councils of the Town of Strathmore and Wheatland County agree that it is to their mutual benefit to establish joint planning policies, and this negotiation and agreement reflects a continuing cooperative approach between the two municipalities;

AND WHEREAS all parties required to be included in the Plan preparation have been properly notified in accordance with Section 636 of the *Municipal Government Act*;

AND WHEREAS the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing;

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. This Bylaw may be cited as the "Town of Strathmore and Wheatland County Intermunicipal Development Plan Bylaw".
2. The Town of Strathmore and Wheatland County Intermunicipal Development Plan will provide a framework for future development for lands described therein.
3. The Town of Strathmore and Wheatland County Intermunicipal Development Plan attached hereto as Schedule 'A' of this Bylaw is hereby adopted.
4. This Bylaw shall come into full force and effect upon third and final reading thereof.

PUBLIC HEARING HELD this _____ day of _____, 2024

READ A FIRST TIME this _____ day of _____, 2024

READ A SECOND TIME this _____ day of _____, 2024

READ A THIRD AND FINAL TIME this _____ day of _____, 2024

MAYOR

CHIEF ADMINISTRATIVE OFFICER



**Town of Strathmore and Wheatland County
Intermunicipal Development Plan**



Draft Plan
Current as of August 1, 2024

Table of Contents

page

Section 1: Plan Area

This section introduces the reader to the Intermunicipal Development Plan and the current state of the plan area.

1-1	Purpose.....	1
1-2	Enabling Legislation	1
1-3	Plan Area Context	3
1-4	Population Analysis	4
1-5	Current Land Supply Analysis	6
1-6	Area Structure Plans Currently In Effect.....	7
1-7	IDP Planning Process	8

Section 2: Plan Policies

This section outlines the future growth scenario and policies for the development of the plan area.

2-1	Guiding Commitments.....	9
2-2	Future Development Scenario.....	9
2-3	General Land Use Policy	11
2-4	Future Business Areas Land Use Policy	11
2-5	Predominantly Agricultural Lands Policy.....	12
2-6	Transportation Policy	12
2-7	Infrastructure Policy	13
2-8	Social And Economic Policy	13

Section 3: Implementation

This section outlines the framework for enacting Intermunicipal Development Plan policies and administering the plan.

3-1	General Implementation Policy.....	14
3-2	Applications	15
3-3	Intermunicipal Referral Process	15
3-4	Intermunicipal Collaboration Committee.....	16
3-5	Intermunicipal Collaboration Framework	16
3-6	Dispute Resolution	16

Figures

Figure 1 – Plan Area 2

Figure 2 – Initial IDP Study Area 3

Figure 3 – Town of Strathmore Population Projections per Growth 5

Figure 4 – Wheatland County Population Projections per Growth 5

Figure 5 – Future Development Scenario..... 10

Tables

Table 1 – Municipal Growth Rates..... 4

Table 2 – Breakdown of Absorbed Land Inventory 6

Table 3 – Town of Strathmore Unabsorbed Land Inventory 6

Table 4 – Wheatland County Unabsorbed Land Inventory 7

This Intermunicipal Development Plan (IDP) was prepared with support from Registered Professional Planners (RPPs) from ISL Engineering and Land Services Ltd. (ISL) in cooperation with RPPs from the Town of Strathmore and Wheatland County. Collectively we would like to thank residents for their input and feedback during the planning process, and community leaders in both municipalities for their guidance as the plan took shape.

1

SECTION ONE

Plan Area

This section introduces the reader to the Intermunicipal Development Plan and the current conditions within the plan area.

1-1 PURPOSE

The purpose of this Intermunicipal Development Plan (IDP) is to facilitate and sustain long term strategic growth and to identify joint development opportunities in the Rural-Urban Fringe (RUF) between the Town of Strathmore and Wheatland County (the “municipalities”).

Both municipalities agree that mutually beneficial policies and procedures are the preferred means of addressing intermunicipal growth opportunities within the plan area (see [Figure 1](#)).

This IDP has been developed in accordance with the requirements of the Municipal Government Act (MGA or the Act) and outlines a coordinated and cooperative framework for managing the use and development of lands in proximity to the municipalities’ shared boundary.

1-2 ENABLING LEGISLATION

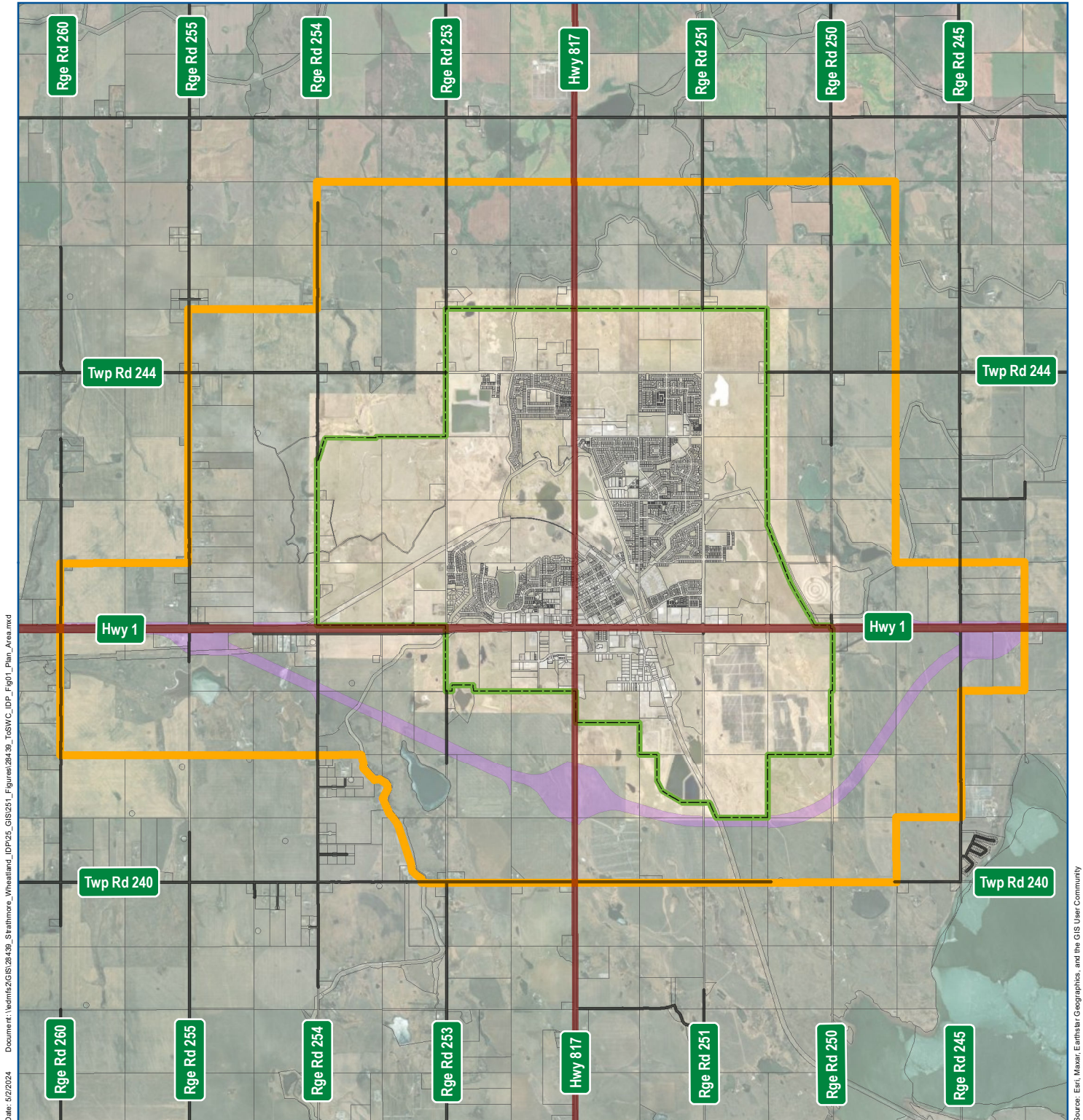
This IDP has been prepared in accordance with Section 631(8) of the MGA, which states that an IDP:

(a) must address

- (i) the future land use within the area,*
 - (ii) the manner of and the proposals for future development in the area,*
 - (iii) the provision of transportation systems for the area, either generally or specifically,*
 - (iv) the co-ordination of intermunicipal programs relating to the physical, social and economic development of the area,*
 - (v) environmental matters within the area, either generally or specifically, and*
 - (vi) any other matter related to the physical, social or economic development of the area that the councils consider necessary,*
- and*

(b) must include

- (i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,*
- (ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and*
- (iii) provisions relating to the administration of the plan.*



Date: 5/2/2024 Document: \\edms\426\2439_Strathmore_Wheatland_IDP\25_GIS\251_Figures\2439_166WVC_IDP_Fig01_Plan_Area.mxd

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community



Municipal Boundary

IDP Area

Highway

Collector Roadway

Local Roadway

Future Bypass



TOWN OF STRATHMORE
& WHEATLAND COUNTY
INTERMUNICIPAL
DEVELOPMENT PLAN

FIGURE 1: PLAN AREA



0 0.5 1 2 3 km

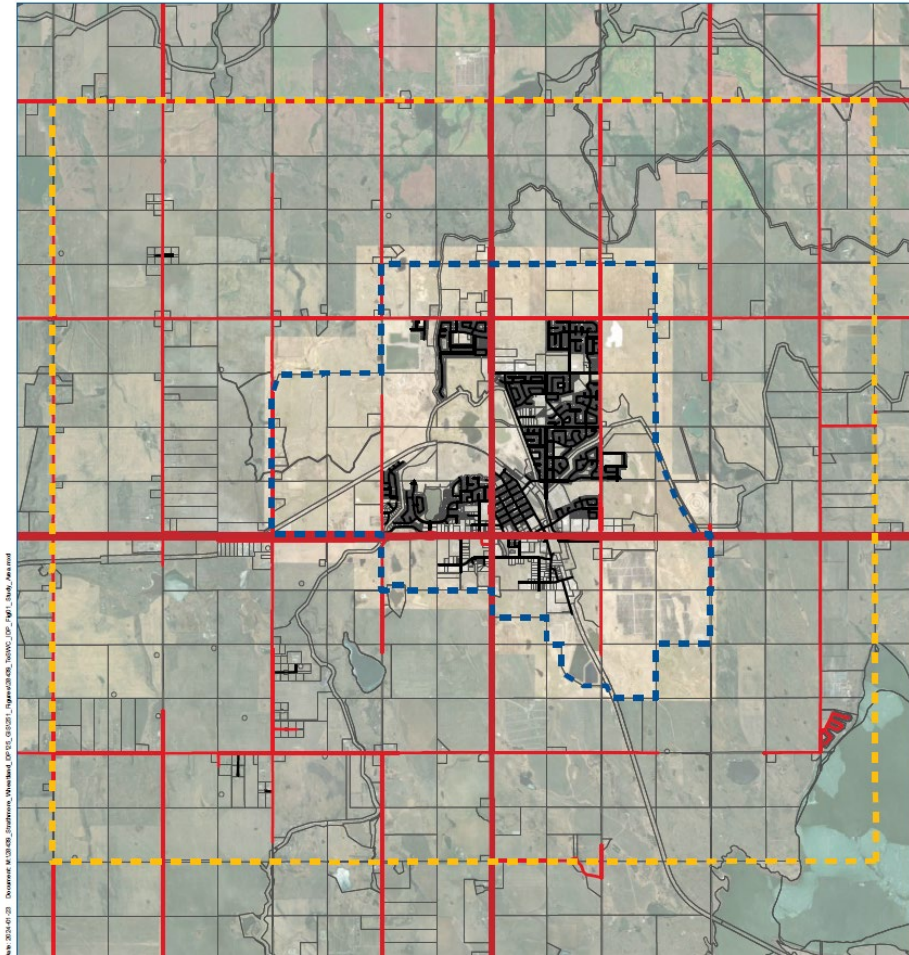
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1-3 PLAN AREA CONTEXT

To determine the plan area, an initial study area was established by the Town of Strathmore and Wheatland County Intermunicipal Collaboration Committee (ICC), as shown in **Figure 2**. Analysis of various factors, such as environmental features, the transportation network, and servicing availability, allowed the project team to refine the study area boundary into the final Plan Area established within the IDP.

Figure 2 – Initial IDP Study Area



Environmental Overview

Numerous wetlands are located throughout the Study Area, within both municipalities. Two locations containing historical resources can also be found on the western-most boundary of the Study Area. While the environmental factors present potential constraints to development, such constraints can be accounted for through each municipalities' respective development processes. The IDP provides further policy direction regarding environmental matters, as required by the MGA.

Transportation Overview

Arguably the most significant opportunity and constraint within the Study Area is the potential Highway 1 bypass to the south of the Town of Strathmore. Alberta Transportation and Economic Corridors (TEC) have prepared functional plans for a bypass, which would see the highway and interchange network reconfigured, with many existing at-grade Highway 1 intersections closed. Access to these roads is proposed from one of the planned interchanges via a service road network. While the timing of

construction of the bypass is unknown, its construction is not required in the 2049 network horizon as outlined in the Town's Transportation Master Plan (TMP) – at least 25 years out.

Servicing Overview

For the purposes of the IDP, the servicing overview provides context regarding current and potential intermunicipal infrastructure initiatives that may inform IDP policy:

- Strathmore's combined water supply – between water licenses and supply from the City of Calgary through the East Calgary Regional Water Line (ECRWL) – is sufficient to supply over 70,000 people. The current ECRWL allocation to the Town is 201 L/s, and the County has 85 L/s of allocated potable water supply that is currently not in use. In the future, Wheatland County could construct regional piped services separately or negotiate access to the ECRWL via the Town's network.
- Future improvements to the Town's sanitary system provide an opportunity to size the system for regional service provision.
- Strathmore's stormwater currently runs to the Western Irrigation District (WID) and eventually Eagle Lake. The Cooperative Stormwater Management Initiative (CSMI) is a partnership between the Town of Strathmore, Rocky View County, The City of Calgary, and the WID that is currently developing and constructing a regional stormwater management system. Wheatland County is not a member of the CSMI. The Town will need to continue to explore ways to develop stormwater management services as it grows to meet the regulatory requirements of the CSMI.

1-4 POPULATION ANALYSIS

A population analysis was conducted in late 2023 as part of the IDP planning process to provide an understanding of how fast both municipalities are growing. Low, medium, and high growth rates were prepared for both the Town and County based on observed growth from 1971 to 2021:

Table 1 – Municipal Growth Rates

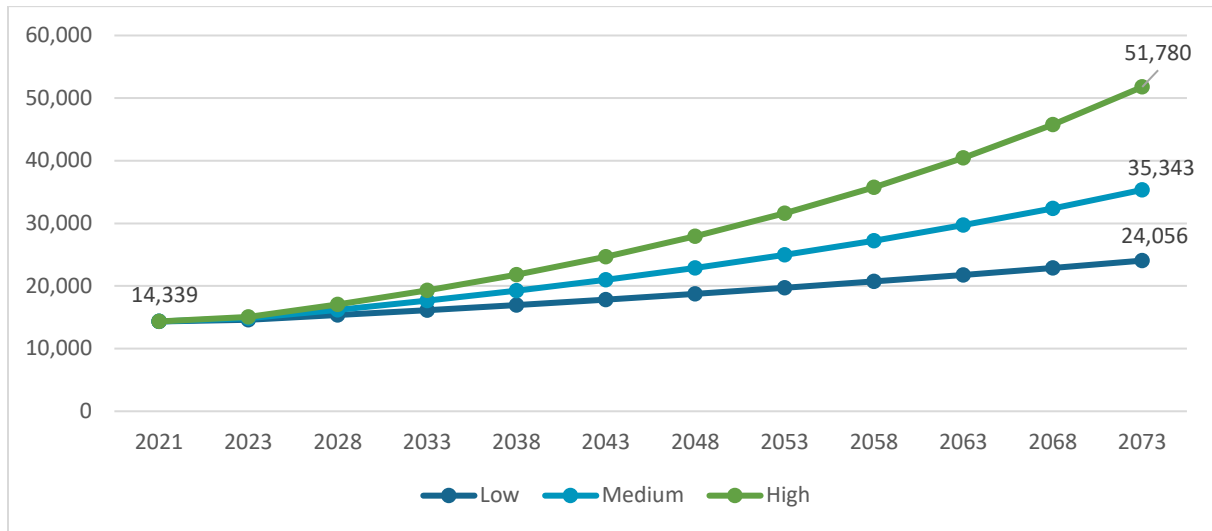
	Town of Strathmore	Wheatland County
High Growth Rate	2.5%	1.1%
Medium Growth Rate	1.8%	0.8%
Low Growth Rate	0.9%	0.5%

Projections were prepared for both municipalities using these rates (see [Figures 4 and 5](#)). In sum, both municipalities are experiencing low-steady growth:

- Population growth in Strathmore (14,339 in 2021) is stable and a medium growth scenario of 1.8% has the population more than doubling to 35,343 over the next 50 years (to 2074).
- Population growth in Wheatland (8,738 in 2021) is relatively flat, and a medium growth scenario of 0.8% has the population growing to 13,224 over the next 50 years (to 2074).

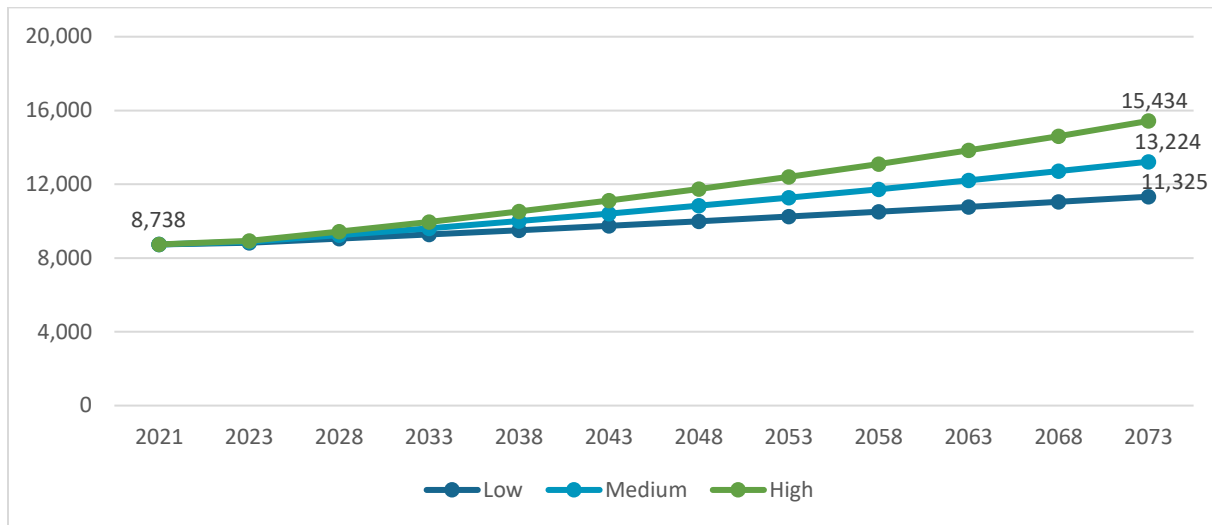
While there are approximately 569 residents in the County's portion of the Study Area, projections were prepared using census data for the County as a whole.

Figure 3 – Town of Strathmore Population Projections per Growth Scenario in 5-year Intervals (2021-2073)



- Assuming a **high growth** scenario, the Town will have a population of approximately 51,780 by 2073.
- Assuming a **medium growth** scenario, the Town will have a population of approximately 35,343 by 2073.
- Assuming a **low growth** scenario, the Town will have a population of approximately 24,056 by 2073.

Figure 4 – Wheatland County Population Projections per Growth Scenario in 5-year Intervals (2021-2073)



- Assuming a **high growth** scenario, the County will have a population of approximately 15,434 by 2073.
- Assuming a **medium growth** scenario, the County will have a population of approximately 13,224 by 2073.
- Assuming a **low growth** scenario, the County will have a population of approximately 11,325 by 2073.

1-5 CURRENT LAND USE ANALYSIS

A land use analysis was prepared to better understand what type of development has occurred to-date, and to identify the remaining developable land within the Study Area.

Table 2 – Breakdown of Absorbed Land Inventory

Land Use	Strathmore		Wheatland		Total	
	Area (ha)	Percent	Area (ha)	Percent	Area (ha)	Percent
Gross Area	2,676.2	100.0%	10,545.5	100.0%	13,221.7	100.0%
Rural Residential	6.7	0.2%	164.0	1.6%	170.7	1.3%
Urban Residential	264.9	9.9%	—	—	264.9	2.0%
Commercial	82.0	3.1%	0.8	0.0%	82.8	0.6%
Industrial	59.1	2.2%	49.7	0.5%	108.8	0.8%
Institutional	75.8	2.8%	—	—	75.8	0.6%
Total Net Developable Core Land Uses	488.5	18.3%	214.5	2.0%	703.0	5.3%
Parks and Open Space	105.8	4.0%	8.8	0.1%	114.7	0.9%
Utilities	307.8	11.5%	215.9	2.0%	523.7	4.0%
Circulation	248.6	9.3%	322.9	3.1%	571.5	4.3%
Total Net Developable Overhead Land Uses	662.3	24.7%	547.6	5.2%	1,209.9	9.2%
Gross Absorbed Land Supply	1,150.8	43.0%	762.1	7.2%	1,912.9	14.5%
Gross Unabsorbed Land Supply	1,525.4	57.0%	9,783.4*	92.8%	11,308.8	85.5%

The land use analysis demonstrated that both municipalities have land within their respective jurisdictions available for future development:

- The gross developable area within Strathmore is 1,525.4 ha.
- The gross developable area within Wheatland's portion of the Study Area is 9,783.4 ha.

Tables 3 and 4 outline the unabsorbed lands in each municipality.

Table 3 – Town of Strathmore Unabsorbed Land Inventory

Land Use	Gross Area (ha)	Percent	Net Area (ha)	Percent
Unabsorbed Land	1,525.4	100.0%	1,010.9	66.3%
Urban Residential	1,137.6	74.6%	739.4	48.5%
Mixed Residential/Commercial	3.6	0.2%	2.5	0.2%
Commercial	191.8	12.6%	134.2	8.8%
Industrial	179.3	11.8%	125.5	8.2%
Institutional	13.2	0.9%	9.3	0.6%
Estimated Developable Overheads	—	—	514.5	33.7%

Table 4 – Wheatland County Unabsorbed Land Inventory

Land Use	Gross Area (ha)	Percent	Net Area (ha)	Percent
Unabsorbed Land	9,783.4	100.0%	9,556.7	97.7%
Agricultural	9,029.7	92.3%	9,029.7	92.3%
Rural Residential	203.8	2.1%	142.7	1.5%
Urban Residential	11.5	0.1%	7.5	0.1%
Industrial	528.5	5.4%	370.0	3.8%
Institutional	9.7	0.1%	6.8	0.1%
Estimated Developable Overheads	—	—	226.7	2.3%

1-6 AREA STRUCTURE PLANS CURRENTLY IN EFFECT

Within Town there are six Area Structure Plans (ASP) that are adjacent to the municipal boundary:

- **Edgefield ASP (consolidated to 2015).** A 131.8 ha development with 53.1 ha of residential development, 30.0 ha of commercial development, and a school site.
- **Grandview Gardens ASP (2012).** A 63.1 ha residential development with 1,227 proposed mobile home park units and 181 assisted living units, planned to an anticipated 2,425 population.
- **Lakewood Meadows ASP (consolidated to 2021).** A 63.1 ha residential development with a commercial/high-density residential node.
- **North Hill Heights ASP (2012).** A 57.6 ha residential development with a 1.36 ha commercial site and 4.0 ha high density residential node.
- **The Prairies ASP (2011).** A 159.5 ha residential development. The northern portion (app. 64.7 ha), covering the first eight phases is outlined in the ASP.
- **Wildflower Ranch ASP (2010, updated to 2017).** A 98.7 ha residential development centred on an urban village, planned to an anticipated 5,600 population.

Within the County there are three ASPs in the plan area that are adjacent to the municipal boundary:

- **Eagle Lake ASP (2009, updated 2014).** A 1,210 ha ASP located southeast of Strathmore, adjacent to Eagle Lake. The ASP aims to develop a year-round recreation-based settlement at Eagle Lake, focusing on enhancing recreational land use and development. The majority of the remaining plan area is intended to stay as general agricultural land. Only a portion of the ASP is in the plan area.
- **Thiessen ASP (2007).** A 15.56 light-industrial development that aligns with the expected development in the West Hwy 1 ASP area.
- **West Highway 1 ASP (2006).** A 2,512 ha ASP located west of Strathmore, along Highway 1, extending west to the County's boundary with Rocky View County. The intended land uses for the ASP area are light to medium industrial uses and compatible commercial uses. Only a portion of the ASP is in the plan area.

1-7 IDP PLANNING PROCESS

The IDP preparation process consisted of six phases as shown below:



- **Phase 1: Project Kick-off.** Occurred from September to October 2023. This initial phase of the project focused on building an understanding of the interface or Rural-Urban Fringe between the Town and County and identifying the Study Area (from which the Plan Area was created).
- **Phase 2: Technical Studies.** Occurred from October to December 2023. In this phase, technical analysis of the IDP study area was undertaken in order to have informed discussions regarding opportunities and constraints within the Study Area.
- **Phase 3: Public Feedback.** Occurred from December 2023 to January 2024. This phase included public engagement regarding the findings from earlier work in order to better understand community insight of the Study Area.
- **Phase 4: Drafting the IDP.** February to May 2024. During this phase the Plan Area was identified (see [Figure 1](#)), policies were drafted and a preliminary Future Development Scenario (see [Figure 5](#)), was prepared.
- **Phase 5: Public Feedback.** Occurred from May to June 2024. This phase included sharing the Draft IDP with residents and gathering feedback on plan policies as well as circulating the plan to referral agencies for formal review.
- **Phase 6: Refine and Adopt the IDP.** Refinements have been made to plan policies to reflect Phase 5 feedback and separate Public Hearings are anticipated in October 2024.

SECTION TWO

Plan Policies

2

This section outlines the future growth scenario and policies for the development of the plan area.

2-1 GUIDING COMMITMENTS

The following commitments were identified through an ongoing conversation with the standing Intermunicipal Collaboration Committee, the respective Administration and Council's of both municipalities, and feedback from plan area landowners and the general public:

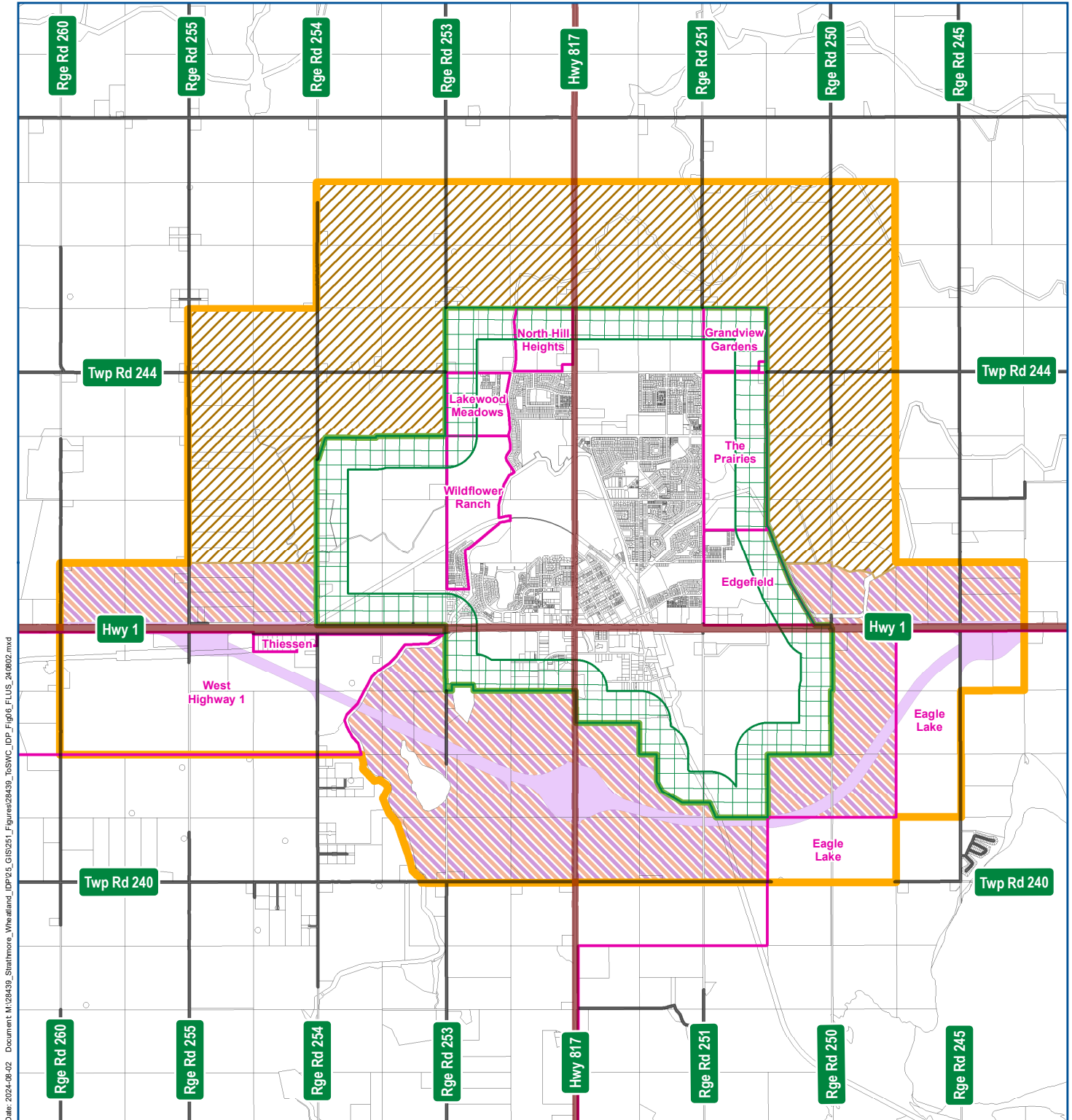
1. **Commitment to the Region** – the municipalities will cooperate to advance regional interests and opportunities while remaining mindful of each municipality's unique vision and mandate.
2. **Commitment to Each Other** – the municipalities commit to working cooperatively for their mutual benefit through effective and ongoing collaboration, coordination, and communication.
3. **Commitment to Responsible Development** – the municipalities will strive for consistent execution and enforcement of responsible development practices within the plan area.

2-2 FUTURE DEVELOPMENT SCENARIO

As identified in the Current Land Supply Analysis (see [Section 1-5](#)), both municipalities have access to land in their respective jurisdictions for future development. As such, the Future Development Scenario (see [Figure 5](#)), focuses on identifying areas of mutual benefit in which there are opportunities for future commercial or industrial development, referred to generally as "Future Business Area."

All other lands in the Plan Area are considered "Predominantly Agricultural Lands" as identified in [Figure 5](#). Certain development proposals in this area will be referred to the Town for comment.







An "Urban Referral Area" has also been identified and certain developments in this area, namely development not within an existing plan, will be referred to the County for comment.







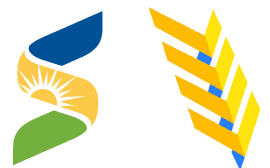
Date: 2024-08-02 Document: M:\20439_Strathmore_Wheatland_IDP\25_GIS\251_Figures\20439_TSSWC_IDP_Fig05_FLUS_240802.mxd



0 0.5 1 2 3 km
CAN483-3TM114 1:70,000

-  Municipal Boundary
-  Area Structure Plan
-  IDP Area
-  Urban Referral Area
-  Future Business Area
-  Predominantly Agricultural Area

-  Highway
-  Collector Roadway
-  Local Roadway
-  Future Bypass



**TOWN OF STRATHMORE
& WHEATLAND COUNTY
INTERMUNICIPAL
DEVELOPMENT PLAN
FIGURE 5: FUTURE
DEVELOPMENT SCENARIO**

2-3 GENERAL LAND USE POLICY

Growth in the plan area is inevitable and must be accommodated strategically. Establishing appropriate land use policies will ensure logical and efficient transition between the municipalities over time. The goal of the policies herein is to provide direction in land use planning in accordance with the Future Development Scenario (see [Figure 5](#)).

The following policies apply to the entire plan area:

Policy 2.3.1	Existing agricultural operations in the County shall be allowed to continue unencumbered in the plan area in alignment with the provisions of the County's MDP and LUB.
Policy 2.3.2	The development of new or expansion of existing Confined Feeding Operations (CFOs) or stand-alone manure storage facilities within the plan area is not supported.
Policy 2.3.3	Gravel extraction shall not be allowed within the plan area.
Policy 2.3.4	All statutory plans and plan amendments, as well as future land use, subdivision, and development in the plan area, shall comply with the policies of this IDP.
Policy 2.3.5	Planning and development applications within the plan area shall be considered in accordance with the Future Development Scenario (see Figure 5) in order to minimize the potential for land use conflicts.
Policy 2.3.6	Where an ASP exists within the plan area, or within the Urban Referral Area identified in Figure 5 , the policies of the applicable ASP shall take precedence over the IDP as it relates to site-specific development decisions.
Policy 2.3.7	Proposed residential developments should implement effective transitional buffering from non-residential land uses in order to mitigate potential interface conflicts.
Policy 2.3.8	Environmental impacts shall be minimized where development occurs near environmentally sensitive areas such as slopes and watercourses.

2-4 FUTURE BUSINESS AREA LAND USE POLICY

Lands generally suitable for future commercial and industrial development have been identified as Future Business Areas in the Future Development Scenario (see [Figure 5](#)). The IDP recognizes that the successful integration of commercial and industrial land uses requires some degree of land use separation and the mitigation of potential impacts to the environment and other land uses.

The following policies apply to the lands identified as Future Business Area in the plan area:

Policy 2.4.1	Future commercial and industrial development on lands not within the Town's Municipal Boundary, shall be directed to those areas identified as Future Business Area in the Future Development Scenario (see Figure 5).
Policy 2.4.2	Future residential development is discouraged from locating in those areas identified as Future Business Area in the Future Development Scenario (see Figure 5).

Policy 2.4.3 Commercial and Industrial development proposed within the Future Business Area designation shall align with statutory plan requirements, and address compatibility with existing and future surrounding land uses, environmental impacts, and transportation and infrastructure requirements.

2-5 PREDOMINANTLY AGRICULTURAL LANDS POLICY

Much of the plan area consists of agricultural lands that are expected to remain predominantly agricultural. The following policies apply to the Predominantly Agricultural Lands identified in **Figure 5**:

Policy 2.5.1 All development proposed within the Predominantly Agricultural Lands (see **Figure 5**) shall align with statutory plan requirements, and address compatibility with existing and future surrounding land uses, environmental impacts, and transportation and infrastructure requirements.

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

- a) The site is located along, or near, a major transportation route such as a provincial highway,
- b) The development is compatible with adjacent land uses,
- c) The development requires minimal on-site municipal services, improvements and public amenities, and
- d) On-site water and sewage disposal capacity is demonstrated as being available to the Development Authority's satisfaction.

2-6 TRANSPORTATION POLICY

The transportation network within the plan area has been developed to accommodate traffic volumes in an efficient, safe and effective manner. The proposed Highway 1 Bypass has been identified in **Figure 5**; however, the timing of this network improvement is determined by Alberta Transportation and Economic Corridors (TEC).

The following policies apply to the entire plan area:

Policy 2.6.1 Specific road alignments will be determined through ASPs and functional planning studies.

Policy 2.6.2 Proposed development that involves access to or abuts the proposed Highway 1 Bypass and interchanges in the plan area (shown in **Figure 5**), outside of an approved ASP, will be flagged for circulation to TEC as part of the referral process for additional scrutiny.

Policy 2.6.3 Unless otherwise agreed to, each municipality shall be responsible for the maintenance of transportation infrastructure within their boundaries. Any joint agreements to share maintenance responsibilities between the municipalities shall supersede this policy.

- Policy 2.6.4** This IDP recognizes that the provincial highway system is under the jurisdiction and control of TEC, and that all existing transportation policies and agreements TEC has with either the Town, County and/or both municipalities remain unchanged by the adoption of this document.
- Policy 2.6.5** Road approach standards shall comply with the requirements of the municipality that has jurisdiction over the road.

2-7 INFRASTRUCTURE POLICY

The following policies apply to the development of water, wastewater and stormwater services within the entire plan area:

- Policy 2.7.1** The municipalities may cooperate on any infrastructure or servicing study, or the extension of services, which affects any part of the plan area.
- Policy 2.7.2** The municipalities shall utilize and, where appropriate, develop compatible design standards for infrastructure throughout the plan area.
- Policy 2.7.3** The municipalities shall share relevant, up-to-date information on storm water issues with each other.
- Policy 2.7.4** Unless otherwise agreed to, each municipality shall be responsible for the maintenance of infrastructure within their boundaries. Any joint agreements to share maintenance responsibilities between the municipalities shall supersede this policy.
- Policy 2.7.5** Land required for future utility rights-of-way that has been identified through the mutual agreement of the municipalities or in subsequent studies shall be protected during the subdivision and development processes.
- Policy 2.7.6** Requests by private developers for municipal services from the adjacent municipality shall be directed to the Planning Department of said municipality.

2-8 SOCIAL AND ECONOMIC POLICY

The following policies apply to the entire plan area, and speak to the broader intermunicipal relationship:

- Policy 2.8.1** The municipalities are encouraged to prepare Joint Area Structure Plans in the future to the mutual economic benefit of both parties.
- Policy 2.8.2** The municipalities shall continue to deliver shared services, as appropriate.
- Policy 2.8.3** The municipalities may cooperate on any social, recreational, or economic development activities, or other matters of mutual benefit, which affect any part of the plan area.
- Policy 2.8.4** The municipalities may explore and implement methods of providing future services in an efficient and cost-effective manner.

SECTION THREE

Implementation

3

This section outlines the framework for enacting Intermunicipal Development Plan policies and administering the plan.

3-1 GENERAL IMPLEMENTATION POLICY

As required by the MGA, the IDP must include provisions relating to its administration as well as a procedure to be used by one or more of the municipalities to amend or repeal the plan. While the IDP is intended to be a long-range planning document, regular monitoring, review, and periodic amendments may be required for it to remain current with changing trends, technologies, and growth within the plan area.

Policy 3.1.1	In adopting the IDP, it is recognized that each municipality's jurisdiction is limited to lands within their respective corporate boundaries.
Policy 3.1.2	The municipalities shall undertake reviews of the IDP, when required, with major reviews occurring at least every ten years from the date of adoption.
Policy 3.1.3	An amendment to the IDP may be initiated at the request of either Council.
Policy 3.1.4	An amendment to the IDP may be recommended to either Council by the ICC.
Policy 3.1.5	Amendments to the IDP shall be jointly adopted by the municipalities by Bylaw in accordance with the MGA.
Policy 3.1.6	Repeal of the IDP may be initiated by either municipality if it is to be replaced by a new IDP that is agreeable to both municipalities, or jointly rescinded if both municipalities agree that an IDP is no longer required, in alignment with the MGA.

3-2 APPLICATIONS

Planning and development applications and amendments are to be processed and decided upon by the respective approving authority of the municipality in which the application is made. Any applications for urban expansion will align with the MGA.

- Policy 3.2.1** The adoption of, or amendments to, a statutory plan (IDP, MDP, ASP, ARP) or LUB shall be processed and decided upon by the Council of the municipality in which the plan or bylaw is located and circulated in alignment with the MGA.
- Policy 3.2.2** Subdivision and development permit applications are to be processed and decided on by the Approving Authority of the municipality to which the application pertains.
- Policy 3.2.3** The municipalities will adhere to Division 6 of the MGA as it relates to any application for annexation and the process it entails.

3-3 INTERMUNICIPAL REFERRAL PROCESS

Referral of planning applications and amendments is essential to maintaining open communication on an ongoing basis. The municipalities will continue the reciprocal referral of planning proposals, in accordance with the IDP.

- Policy 3.3.1** Referrals on new or amended ASPs or Conceptual Schemes within the:
 - a) Future Business Area,
 - b) Predominantly Agricultural Lands, or
 - c) Urban Referral Area,
 as identified in [Figure 5](#), shall be made to the adjacent municipality.
- Policy 3.3.2** Referrals for land use redesignation, subdivision, or discretionary development approvals are:
 - a) Required when the development is proposed in the Future Business Area Predominantly Agricultural Lands, or Urban Referral Area, as identified in [Figure 5](#), and outside of the boundary of an ASP, and
 - b) Not required when the development is proposed inside the boundary of an adopted ASP and the proposal fully complies with the policies of the ASP.
- Policy 3.3.3** Notwithstanding Policy 3.3.2, land use redesignation, subdivision, or discretionary development approvals for single-lot commercial and industrial development in the Predominantly Agricultural Lands shall be referred to the Town.
- Policy 3.3.4** Referrals shall be sent by email to the respective Planning Departments of each municipality, with additional information conveyed by email as needed.
- Policy 3.3.5** Referrals shall be responded to within 30 days.
- Policy 3.3.6** If either municipality does not reply within – or request an extension to – the 30-day period, it will be assumed that the responding municipality has no comment or objection to the referred planning or development proposal.
- Policy 3.3.7** The municipalities shall continue to provide contact information for landowner circulation in cases where the subject land abuts a municipal boundary.

3-4 INTERMUNICIPAL COLLABORATION COMMITTEE

The following policies apply to the Intermunicipal Collaboration Committee (ICC).

Policy 3.4.1 The ICC Terms of Reference jointly prepared and agreed to by the municipalities shall be the prevailing document for the composition and duties of the committee, as amended from time to time.

3-5 INTERMUNICIPAL COLLABORATION FRAMEWORK

Pursuant to the MGA, the municipalities will endeavour to prepare an Intermunicipal Collaboration Framework (ICF).

Policy 3.5.1 The municipalities shall endeavor to prepare an ICF.

Policy 3.5.2 The municipalities acknowledge that services, amenities and infrastructure provided by each other serves ratepayers beyond the plan area.

Policy 3.5.3 The municipalities may establish a cost sharing policy for any service, amenity and infrastructure where mutual benefit exists.

3-6 DISPUTE RESOLUTION

Both municipalities agree it is important to avoid disputes by following the policies and provisions of the IDP. Should any disagreements regarding the interpretation and application of the provisions within the IDP arise, the municipalities shall seek a timely resolution in a manner which is respectful of each Municipality's interests and concerns using the steps as identified.

In the event the dispute resolution process is initiated, the municipality having authority over the matter shall not provide any further approval until the dispute has been resolved or the mediation process has concluded.

Policy 3.6.1 A dispute may be triggered in the following circumstances:

- a) Lack of agreement on an IDP amendment, or
- b) An unresolved objection to the proposed adoption or amendment of a statutory plan or LUB that is believed to be inconsistent with the IDP.

Policy 3.6.2 The dispute resolution process does not apply to matters that fall under the jurisdiction of either municipality's respective Subdivision Development and Appeal Boards (SDABs) or the Land and Property Rights Tribunal (LPRT), nor does it allow a municipality to appeal a subdivision or development approval.

The municipalities agree the resolution steps identified below shall be completed within **ninety (90)** calendar days from the date on which the disagreement is identified. The process is designed to maximize opportunities for discussion and review with the goal of resolving any disagreements early in the approval process through the following **six (6) stages**:

Step 1 – Administrative Review and Discussion

Should the Town of Strathmore or Wheatland County identify any issue related to proposed plans, bylaws or amendments that may result in a serious disagreement between them, every attempt will be made to discuss the issues at the administrative level with the intent of arriving at a mutually agreeable solution.

Step 2 – CAO Review Prior to Escalating to the ICC

The Chief Administrative Officers (CAOs) from the Town and County shall attempt to resolve the issue(s).

Step 3 – Intermunicipal Collaboration Committee (within 60 days on which the disagreement is identified)

In the event administrative review and discussion are unable to resolve a disagreement, the Intermunicipal Collaboration Committee shall attempt to resolve the disagreement. Each municipality, through its Administration, must ensure the facts of the issue have been fully investigated and clarified. Administrative meetings may occur at this point to discuss possible solutions.

Step 4 – Municipal Councils (within 30 days from the meeting of the ICC)

Should the Intermunicipal Collaboration Committee be unable to resolve the disagreement, they shall request a joint meeting of the Councils of the municipalities who will attempt to resolve the disagreement.

Step 5 – Alberta Municipal Affairs Mediation

Should the Councils be unable to resolve the disagreement, either municipality may request Alberta Municipal Affairs to commence a mediation process under the Department's guidance.

Step 6 – Appeal to the LPRT

If the disagreement cannot be resolved by mediation, then:

- Any municipality may appeal to the LPRT under the provisions of Section 690 of the Act if the disagreement pertains to a statutory plan, a land use bylaw or any amendment of either, or
- The results of the mediation report will be binding on each Municipality if no relief under the LPRT is found.



September 9, 2024

Notice of Public Hearing

The Town of Strathmore and Wheatland County are working collaboratively to develop an Intermunicipal Development Plan (IDP). In accordance with the *Municipal Government Act*, both municipality's Councils must hold a public hearing to decide on the matter. The hearing for the Town of Strathmore will be held on:

October 2, 2024 at 6:00 PM in Council Chambers

Town of Strathmore Municipal Building

1 Parklane Drive (Box 2280)

Strathmore, AB, T1P 1K2

Bylaw Number: 24-15

Proposal: To adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan, in order to facilitate and sustain long term strategic growth, and identify joint development opportunities within areas where the municipalities share a joint interest.

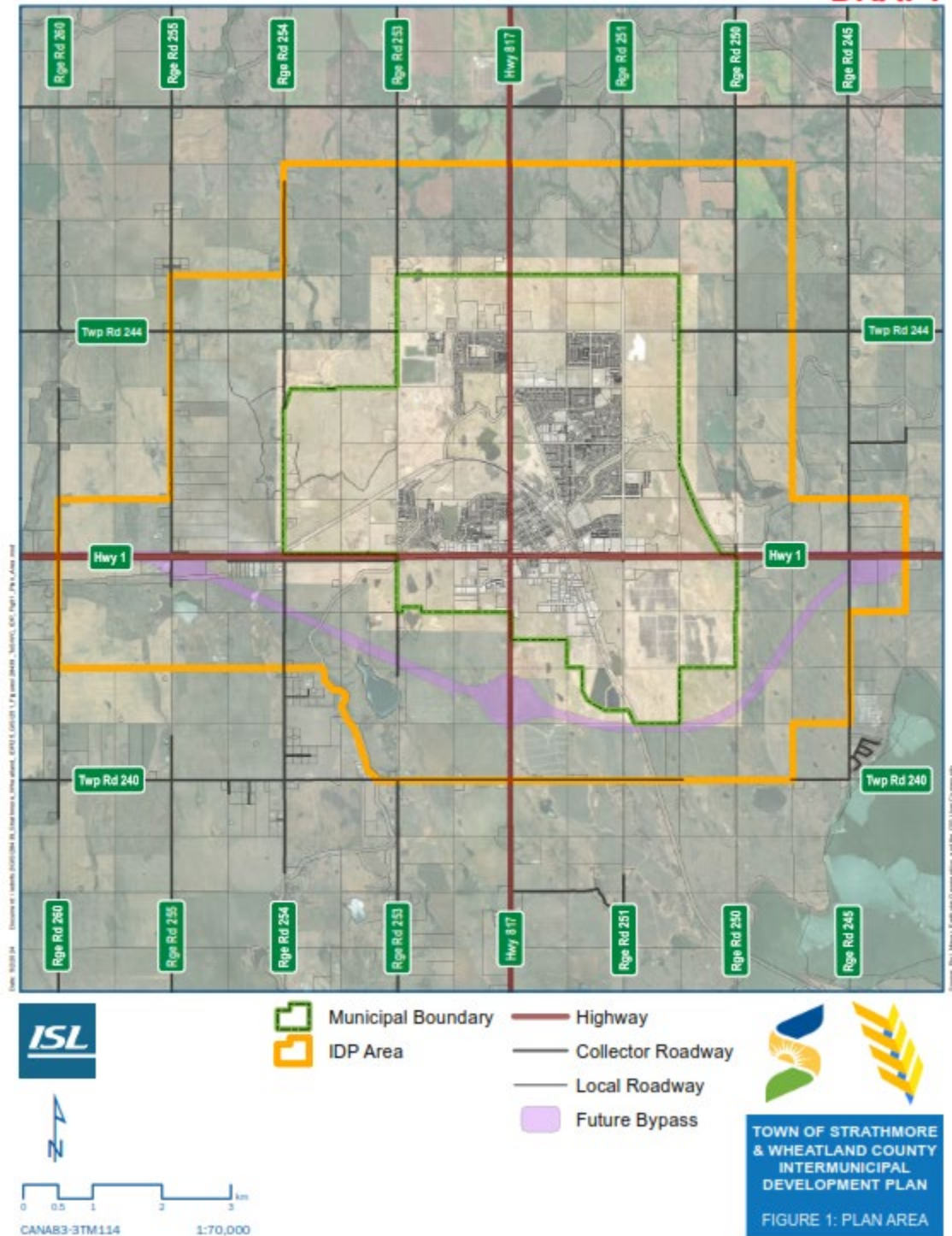
How to Contact Us: If you would like to submit comments about the IDP, or speak before Council at the public hearing, please visit the public hearing weblink below for more information. Please contact Legislative Services via email LSadmin@strathmore.ca by **Wednesday, September 24, 2024** to register to present. Written submissions to the Public Hearing or the name of any person wishing to make an oral presentation at the Public Hearing must be received prior to 12:00 noon on **Wednesday, September 24, 2024** as outlined in Bylaw #23-17 and amendments thereto. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes. For more information regarding the public hearing process, please visit: <https://strathmore.ca/en/town-hall/public-hearings.aspx>

More information, including a copy of the IDP and frequently asked questions, are available on the project webpage.

<https://strathmore.ca/en/residents/intermunicipal-development-plans.aspx>

Sincerely,
Chuck Procter, Development Services
cprocter@strathmore.ca

DRAFT





Upcoming Meetings

Council and committee meetings will now be open to the public and via teleconference.
For public hearings it is strongly encouraged that you attend in person.

September 17: Council Meeting
October 1: Council Meeting
October 2: Agricultural Service Board Meeting

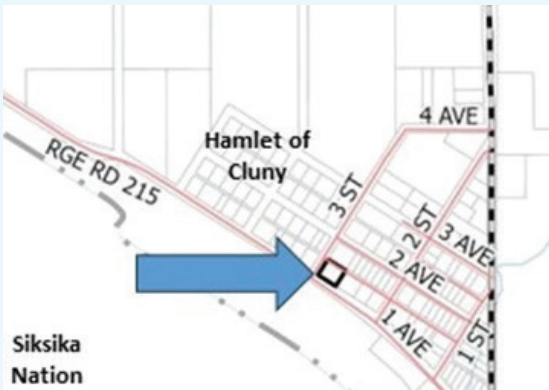
To join the call, dial 403-917-1764 and enter the PIN 47001 when prompted.
Agenda packages can be found on our website.

Public Hearings

Wheatland County Council Chambers October 1, 2024 at 9 a.m.

Wheatland County will consider the following applications for Public Hearing at the Regular Council meeting on Tuesday, October 1, 2024. The following public hearings begin at 9 a.m. and proceed until all applications have been heard:

Bylaw #: 2024-26
Legal Description: Plan 2124U, Block 4, Lots 1-3 within SE-5-22-21-W4M (212 1st Avenue, Cluny, AB)
Proposal: To redesignate the subject lands from Community Service District to Hamlet Commercial District to facilitate the decommissioning and future sale of the former Cluny Fire Hall.



The Town of Strathmore and Wheatland County are working collaboratively to develop an Intermunicipal Development Plan (IDP), and each municipality will be holding a Public Hearing to consider its adoption. If you wish to provide comments or attend in person, see the information regarding your municipality's hearing below.

Proposal: To adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan, in order to facilitate and sustain long term strategic growth, and identify joint development opportunities within areas where the municipalities share a joint interest. For more information, and to review the IDP, please visit:

wheatlandcounty.ca/strathmorewheatland-icf-idp/strathmore.ca/en/residents/intermunicipal-development-plans.aspx

Town of Strathmore	Wheatland County
Wednesday, October 2, 2024 at 6:00 p.m.	Tuesday, October 1, 2024 at 9:00 a.m.
Council Chambers Town of Strathmore Municipal Building 1 Parklane Drive, Strathmore, AB	Council Chambers Wheatland County Administration Office 242006 Range Road 243, Wheatland County, AB
Bylaw: 24-15	Bylaw: 2024-22

Comments may be forwarded in writing to your respective municipality, or in person at the above meetings. The application files may be reviewed in the municipal offices during regular office hours, Wheatland County – Monday to Friday 8 a.m. to 4:30 p.m., and the Town of Strathmore – Monday to Friday 8:30 a.m. to 4:30 p.m. Any comments provided will become part of the public record in accordance with Section 40 (1) of the Alberta Freedom of Information and Protection Privacy Act. Any personal information on submissions made regarding applications is collected under the authority of the FOIP Act Section 33 (c) and subsequent versions of the Act.

Wheatland County Community Enhancement Regional Board

Wheatland County invites applications for membership on the Community Enhancement Regional Board (CERB) with appointment to commence November 01, 2024. One representative from each of Electoral Division will be appointed. The Community Enhancement Regional Board consists of two members from each Electoral Division, appointed by Wheatland County Council. Membership on the CERB is appointed for a two-year term with alternating expiry dates. The Community Enhancement Regional Board meets three times every spring to evaluate applications and decide on the allocation of Community Enhancement Funding to Wheatland County community groups.

Application Deadline: September 30

For more information, or to submit a letter of interest, please contact Jessica Salmon at 403-361-2021 or via email at jessica.salmon@wheatlandcounty.ca.



Address: 242006 Range Rd 243, Wheatland County, AB T1P 2C4
Phone: 403-934-3321 www.wheatlandcounty.ca @wheatlandcounty
Office Hours: Mon-Fri 8 a.m. to 4:30 p.m.



Careers with Wheatland County

Available opportunities include:

- Waste Transfer Site Operator**
Closes September 13, 2024



Visit our website for more information and APPLY TODAY!
wheatlandcounty.ca/careers/



Terrific trade show

The Strathmore Wheatland Chamber of Commerce hosted their annual trade show on Sept. 14 at the Strathmore Civic Centre. It was a chance for people to discover local businesses, network with professionals and enjoy some of the treats and eats from food trucks outside.

Joe Lepage Photos

Town to host public hearing for IDP bylaw

JOHN WATSON
Local Journalism Initiative Reporter

The Town of Strathmore has scheduled a public hearing to discuss the Intermunicipal Development Plan (IDP) Bylaw 24-15 for Oct. 2, in council chambers.

Outlined in the town's Sept. 4, regular meeting agenda, the IDP is a statutory document to which all departments within the Town of Strathmore must adhere as their work would relate to, or impact intermunicipal interests and land use decision making.

Town departments most affected by the IDP are infrastructure, operations and development services, strategic and administrative services, and community and protective services.

Land use planning and decision making within Alberta is administered through provincial legislative and policy documents which are in turn implemented by departments such as, but not limited to a municipal government.

The Municipal Government Act (MGA) requires that all municipalities not members of a growth region and that share common boundaries must adopt an IDP.

As the Town of Strathmore is no longer a part of the Calgary Metropolitan Region Board (CMRB), the town has been directed, alongside Wheatland County, by the Minister of Municipal Affairs to adopt an IDP.

The town was required to begin development of its IDP immediately following its withdrawal from the CMRB, in compliance with the MGA. Similarly, Wheatland County had also voted to withdraw its membership.

The town and county jointly retained ISL Engineering and Land Services as their planning consulting firm in order to undertake the preparation of the IDP.

Six phases were outlined in the IDP project, including two for public engagement. To date, the town

has indicated that no objections to the project have been received.

Once passed, land use decisions will be required to align with policies established within the IDP. This will also be true for certain intermunicipal decisions that deal with economic development, agriculture, social wellbeing, and economics.

It has been anticipated that application review processes which will require circulation to Wheatland County pursuant to IDP policies will require additional time to resolve compared to those strictly circulated within the town.

Typically, the town schedules public hearings for bylaws following the passing of first reading. In this case, Administration had recommended holding the public hearing prior to first reading in order to maintain consistency with Wheatland County.

The final draft of the IDP will be adopted both by the town and the county through separate bylaw adoption processes and public hearings.

Town to update local elections bylaw before end of year

JOHN WATSON
Local Journalism Initiative Reporter

The Town of Strathmore Committee of the Whole discussed proposed changes to the municipal election bylaw during the Sept. 11 meeting.

As presented to council, the proposed changes to the bylaw are required in order to reflect and implement several of the directives in the Municipal Affairs Statutes Act, 2024 (Bill 20).

Bill 20 had previously been passed by the Province of Alberta in the spring. It was put into place to establish the framework for the conduct of elections in Alberta municipalities, school divisions, irrigation districts, and Metis settlements.

The changes implemented by Bill 20 are summarized for public convenience on the Province of Alberta website. The full document is also freely available for public viewing.

Town of Strathmore administration presented that the proposed changes to the local municipal election bylaw are required in order for the town to align administratively with the Local Authorities Election Act, and the Municipal Government Act.

A deadline has been set by which the bylaw must be signed before the end of the 2024 calendar year in order to be applicable to the 2025 election.

The most notable changes to the bylaw according to administration and were immediately indicated to the Committee of the Whole include the removal of references to "Automatic Vote Ta-

bulators" and associated material, as per changes the Alberta Government is implementing through Bill 20 to local election rules under the Local Authorities Election Act, and the addition of the definitions of "Election Sign" and "Special Ballot" for additional clarity.

Coun. Denise Peterson raised a query during the committee meeting as to whether there was any clarification available from the province regarding their decision to annex electronic voting.

"These updates are really just following through to Bill 20, so we are just following to be compliant, naturally. I am assuming this will cost the municipality additional money," she said.

Town of Strathmore CAO Kevin Scoble added administration believes without the aid of electronic vote counters, it will significantly delay the release of election results.

Prior to the implementation of Bill 20, the Town of Strathmore had planned on budgeting \$50,000 for next year's election. Now, Scoble said the placeholder estimate is \$100,000 to hold the election.

The number will be adjusted as administration develops a better understanding of what will be required and how the election will take place.

A full list of new election rules which will be in effect in Strathmore are available to the public via the Committee of the Whole public meeting agenda.

Several other notable changes are clerical in nature and would not immediately impact the public

in regards to a municipal election.

The next municipal general election will be held on Oct. 20, 2025. Nominations will be open between Jan. 1, and Sept. 20.

Before the end of the year, town administration intends to present two bylaws before town council during regular meetings for consideration. These will be the Municipal Election Bylaw, and the Election Sign Bylaw.

Should the town adopt the updated Municipal Election Bylaw in October, administration intends to begin advertising nomination packages beginning in November.



Chantelle de Jonge, MLA
Chestermere-Strathmore

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Strathmore, AB T1P1K1

Chestermere.Strathmore@assembly.ab.ca

STRATHMORE

TIMES

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Strathmore Times is published every Wednesday by Strathmore Times Inc. and is distributed by Canada Post to Strathmore, Carseland, Cheadle, Cluny, Gleichen, Hussar, Lyalta, Namaka, Nightingale, Rockyford, Rosebud, Speargrass and Standard. We also have various pickup locations throughout our coverage area. Our 10,910 issues are printed by Star Press Inc., Wainwright, Alberta. The content in the Strathmore Times is copyright and reproduction without the proper written consent of the Strathmore Times is strictly prohibited.

The Times welcomes letters to the editor for publication. All submissions must be signed and a phone number included for verification purposes. We reserve the right to edit letters for length, legal considerations and taste. Please try and keep your letters under 400 words to ensure that it will appear as close to its original form as possible.

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Canada

STRATHMORE WHEATLAND
CHAMBER OF COMMERCE

Coffee Connection

Unleash the Power of Networking at Coffee Connection!

Sept 18th | 10:00 AM
227 3 Ave unit 104, Strathmore

MAIN STREET MARKET
THE PLACE TO BE



Upcoming Meetings

Council and committee meetings will now be open to the public and via teleconference.

For public hearings it is strongly encouraged that you attend in person.

October 1: Council Meeting

October 2: Agricultural Service Board Meeting

October 8: Municipal Planning Commission

To join the call, dial 403-917-1764 and enter the PIN 47001 when prompted.
Agenda packages can be found on our website.

Wheatland County Community Enhancement Regional Board

Wheatland County invites applications for membership on the Community Enhancement Regional Board (CERB) with appointment to commence November 01, 2024. One representative from each of Electoral Division will be appointed. The Community Enhancement Regional Board consists of two members from each Electoral Division, appointed by Wheatland County Council. Membership on the CERB is appointed for a two-year term with alternating expiry dates. The Community Enhancement Regional Board meets three times every spring to evaluate applications and decide on the allocation of Community Enhancement Funding to Wheatland County community groups.

Application Deadline: September 30

For more information, or to submit a letter of interest, please contact Jessica Salmon on 403-361-2021 or via email at jessica.salmon@wheatlandcounty.ca.



Address: 242006 Range Rd 243, Wheatland County, AB T1P 2C4

Phone: 403-934-3321

Office Hours: Mon-Fri 8 a.m. to 4:30 p.m.

www.wheatlandcounty.ca @wheatlandcounty



Public Hearings

Wheatland County Council Chambers October 15, 2024 at 11 a.m.

Wheatland County will consider the following applications for Public Hearing at the Regular Council meeting on Tuesday, October 15, 2024. The following public hearings begin at 11 a.m. and proceed until all applications have been heard:

Bylaw #: 2024-06 (LU2024-002)

Legal Description: NW-22-22-21-W4M

Proposal: To redesignate a ± 32.00 hectare (± 79.07 acre) portion of the subject lands from Agricultural General (AG) District to Natural Resource Extraction / Processing (NRE) District to facilitate the development of an aggregate extraction and processing operation.



Comments may be forwarded in writing to Wheatland County or in person at the above meeting. The application files may be reviewed in the County Office during regular office hours – Monday to Friday 8 a.m. to 4:30 p.m. Any comments provided will become part of the public record in accordance with Section 40 (1) of the Alberta Freedom of Information and Protection Privacy Act. Any personal information on submissions made regarding applications is collected under the authority of the FOIP Act Section 33 (c) and subsequent versions of the Act.



Wheatland County and Town of Strathmore Intermunicipal Development Plan (IDP) Public Hearings

The Town of Strathmore and Wheatland County are working collaboratively to develop an Intermunicipal Development Plan (IDP), and each municipality will be holding a Public Hearing to consider its adoption. If you wish to provide comments or attend in person, see the information regarding your municipality's hearing below.

Proposal: To adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan, in order to facilitate and sustain long term strategic growth, and identify joint development opportunities within areas where the municipalities share a joint interest. For more information, and to review the IDP, please visit:

[wheatlandcounty.ca/strathmorewheatland-icf-idp/
strathmore.ca/en/residents/intermunicipal-development-plans.aspx](http://wheatlandcounty.ca/strathmorewheatland-icf-idp/strathmore.ca/en/residents/intermunicipal-development-plans.aspx)

Town of Strathmore	Wheatland County
Wednesday, October 2, 2024 at 6:00 p.m.	Tuesday, October 1, 2024 at 9:00 a.m.
Council Chambers Town of Strathmore Municipal Building 1 Parklane Drive, Strathmore, AB	Council Chambers Wheatland County Administration Office 242006 Range Road 243, Wheatland County, AB
Bylaw: 24-15	Bylaw: 2024-22

Comments may be forwarded in writing to your respective municipality, or in person at the above meetings. The application files may be reviewed in the municipal offices during regular office hours, Wheatland County – Monday to Friday 8 a.m. to 4:30 p.m., and the Town of Strathmore – Monday to Friday 8:30 a.m. to 4:30 p.m. Any comments provided will become part of the public record in accordance with Section 40 (1) of the Alberta Freedom of Information and Protection Privacy Act. Any personal information on submissions made regarding applications is collected under the authority of the FOIP Act Section 33 (c) and subsequent versions of the Act.

Public Hearings

Notice of Public Hearings:

September 18, 2024 @ 6:00pm - Bylaw 24-16, Land Use Amendment - 137 Orchard Way

October 2, 2024 @ 6:00pm - Bylaw 24-15, Intermunicipal Development Plan

The Town of Strathmore and Wheatland County are working collaboratively to develop an Intermunicipal Development Plan (IDP). [Details of the Intermunicipal Development Plan can be found here.](#)

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:30 am to 4:30 pm, Monday to Friday at the Town Office (1 Parklane Drive, Strathmore, AB), [or can be found online here.](#)

Public Hearing Process

A public hearing will be held on October 2, 2024 at 6:00 p.m. in Council Chambers at 1 Parklane Drive, Strathmore, AB, with procedures in accordance with the *Municipal Government Act*, Section 199 and the Town of Strathmore Council Procedural Bylaw #23-17 and amendments thereto. Any person or group of persons, or person acting on someone's behalf, who claims to be affected by any of the proposed bylaw may present suggestions or concerns by making a submission to the public hearing. Please contact Legislative Services at lsadmin@strathmore.ca by 12:00 noon on **Wednesday, September 24, 2024**, in order to register to present.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:30 am to 4:30 pm, Monday to Friday at the Town Office (1 Parklane Drive, Strathmore, AB), [or can be found online here.](#) Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

Written submissions to the Public Hearing or the name of any person wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on **Wednesday, September 24, 2024** as outlined in Bylaw #23-17 and amendments thereto. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes.

Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.

Please contact Legislative Services at (403) 934 3133 prior to attending a Public Hearing to determine the order of Bylaw presentations in the Council Agenda to ensure efficient use of your time.

From: Graham Fitzsimmons
Sent: September 25, 2024 3:55 PM
To: LegServ Admin
Subject: Bylaw No. 24-15

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

To whom this may concern,

I am writing to express concerns regarding the proposed Bylaw No. 24-15, which aims to adopt an Intermunicipal Development Plan (IDP) between the Town of Strathmore and Wheatland County.

While collaborative efforts between municipalities can often be beneficial, I believe this bylaw may create challenges for both municipalities and local stakeholders. These challenges could include potential conflicts over land-use, inconsistencies in development priorities, and impacts on local decision-making autonomy. It's essential that local residents, businesses, and property owners have a clear understanding of how this bylaw will affect their future and are given adequate input during the process.

Additionally, this bylaw could lead to unnecessary complications in planning and infrastructure development, potentially delaying projects and creating financial burdens. Strathmore's distinct identity and needs may not always align with those of Wheatland County, and a one-size-fits-all approach could lead to inefficiencies and frustration for both communities.

I urge the council to reconsider the implications of this bylaw or, at the very least, engage more thoroughly with the public to address concerns and ensure transparency in the process.

Thank you for your time and consideration. I hope to see these issues addressed before final approval.

Graham Fitzsimmons

Sec. 17, FOIP



Request for Decision

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: September 19, 2024

Meeting Date: October 2, 2024

SUBJECT: Regular Council Meeting Minutes - September 18, 2024

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

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the September 18, 2024 Regular Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the September 18, 2024 Regular Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: REGULAR COUNCIL - 18 Sep 2024 - Minutes](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 24 Sep
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 24 Sep
2024



MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Wednesday, September 18, 2024

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

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

COUNCIL ABSENT:

Councillor Debbie Mitzner

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 September 18, 2024 Regular Council Meeting to order at 6:01 p.m.

2. CONFIRMATION OF AGENDA

Resolution No. 198.09.24

Moved by Councillor Peterson

THAT Council adopt the September 18, 2024 Regular Council Meeting Agenda as amended:

DEFER: 4.2, Budget Prioritization Discussion – Advice from officials – FOIP S. 24(1)(a) to the Closed Meeting, Section 13.

ADD: 11.2.1 WADEMSA Report – September 16, 2024

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

AGAINST: None.

CARRIED

3. **PUBLIC HEARING**

3.1. **Land Use Bylaw Amending Bylaw No. 24-16 (137 Orchard Way)**

Mayor Fule opened the Public Hearing for Bylaw No. 24-16, being a bylaw to amend Land Use Bylaw No. 14-11 at 6:04 p.m.

Kate Bakun presented the bylaw on behalf of Administration.

Fuzail Beriwalla spoke in favour of the bylaw.

No individuals spoke in opposition to the bylaw.

No individuals deemed affected by the bylaw spoke.

Mayor Fule closed the Public Hearing for Bylaw No. 24-16, being a bylaw to amend Land Use Bylaw No. 14-11 at 6:04 p.m.

4. **CLOSED MEETING**

Resolution No 199.09.24

Moved by Councillor Peterson

THAT Council move In Camera to discuss items related to sections 24(1)(b)(i) of the *Freedom of Information and Protection of Privacy Act* at 6:20 p.m.

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

AGAINST: None.

CARRIED

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

Resolution No. 200.09.24

Moved by Councillor Peterson

THAT Council move out of Camera at 7:09 p.m.

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

AGAINST: None.

CARRIED

5. PUBLIC COMMENTS

Claude Brown spoke regarding 10.3, Petition – Land Use Amending Bylaw 24-14 (Garden and Garage Suites)

Jennifer Chiasson spoke regarding 10.3, Petition – Land Use Amending Bylaw 24-14 (Garden and Garage Suites)

6. DELEGATIONS

6.1. 2024-2025 RCMP Q1 Municipal Policing Report

7. CONSENT AGENDA

Resolution No. 201.09.24

Moved by Councillor Langmaid

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

10.1 Quality Management Plan (QMP) 2024-2029

10.2 Seniors Lodge/Hospice Feasibility Assessment Extension

10.3 Petition – Land Use Amending Bylaw 24-14 (Garden and Garage Suites)

10.4 Alberta Community Partnership Grant Application – Stormwater Management Cooperative

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

AGAINST: None.

CARRIED

8. CONFIRMATION OF MINUTES

8.1. Regular Council Meeting Minutes – September 4, 2024

Resolution No. 202.09.24

Moved by Councillor Montgomery

THAT Council adopt the September 4, 2024 Regular Council Meeting Minutes as presented in Attachment I.

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

AGAINST: None.

CARRIED

9. BYLAWS

9.1. Land Use Bylaw Amending Bylaw No. 24-16 (137 Orchard Way)

Resolution No. 203.09.24

Moved by Councillor Montgomery

THAT Council give Second Reading to Bylaw No. 24-16, being a Bylaw to amend the Land Use Bylaw No. 14-11.

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

AGAINST: None.

CARRIED

Resolution No. 204.09.24

Moved by Councillor Peterson

THAT Council give Third Reading to Bylaw No. 24-16, being a Bylaw to amend the Land Use Bylaw No. 14-11.

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

AGAINST: None.

CARRIED

10. BUSINESS

10.1. Quality Management Plan (QMP) 2024-2029

The following motion was adopted by the consent agenda:

THAT Council approve the Town of Strathmore Quality Management Plan 2024, which outlines the operational requirements and service delivery standards for safety code inspections.

10.2. Seniors Lodge/Hospice Feasibility Assessment Extension

The following motion was adopted by the consent agenda:

THAT Council defer the feasibility assessment to the November 6, 2024 Regular Council Meeting as Administration is awaiting on a legal review of the assessment.

10.3. Petition – Land Use Amending Bylaw 24-14 (Garden and Garage Suites)

The following motion was adopted by the consent agenda:

THAT Council accept the petition regarding Land Use Amending Bylaw 24-14 (Garden and Garage Suites) as information.

10.4. Alberta Community Partnership Grant Application – Stormwater Management Cooperative

The following motion was adopted by the consent agenda:

THAT Council direct Administration to support the City of Chestermere in their application for an Alberta Community Partnership Grant under the Intermunicipal Collaboration component related to the regional Stormwater Management Cooperative.

10.5. Letter of Support - Strathmore Overnight Shelter

Resolution No. 205.09.24

Moved by Councillor Wegener

THAT Council authorize Mayor Fule to sign the letter of support for the Strathmore Overnight Shelter, as presented in Attachment II.

Resolution No. 206.09.24

Moved by Councillor Montgomery

THAT Council authorize Mayor Fule to sign the letter of support for the Strathmore Overnight Shelter with the sentence reading “Council is also supportive of the SOS expanding the number of client beds, providing proper approvals have been received from the proper guiding legislative authorities regarding the expansion of beds.” removed.

FOR: Councillor Wiley

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

DEFEATED

Resolution No. 205.09.24

Moved by Councillor Wegener

THAT Council authorize Mayor Fule to sign the letter of support for the Strathmore Overnight Shelter, as presented in Attachment II.

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

AGAINST: Councillor Wiley

CARRIED

11. COUNCILLOR INFORMATION & INQUIRIES

11.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

11.1.1 Access to Warming Centres

Councillor Montgomery asked Councillor Wegener to clarify statements made on seniors accessing warming spaces.

11.1.2 Canadian Medical Association Apology

Councillor Peterson made a statement regarding the Canadian Medical Association's apology for their role in any harms caused to First Nations, Inuit and Metis people. She also thanked MLA de Jonge for her support.

Mayor Fule acknowledged Minister Shandro for his role in helping facilitate relations.

11.2. BOARD AND COMMITTEE REPORTS

11.2.1 WADEMSA Report – September 16, 2024

11.3. QUESTION AND ANSWER PERIOD

None.

11.4. ADMINISTRATIVE INQUIRIES

None.

11.5. NOTICES OF MOTION

None.

12. CORRESPONDENCE

None.

13. CLOSED MEETING

Resolution No. 207.09.24

Moved by Councillor Wegener

THAT Council move In Camera to discuss items related to sections 24(1)(a) and 24(1)(b)(i) of the *Freedom of Information and Protection of Privacy Act* at 8:50 p.m.

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

AGAINST: None.

CARRIED

13.1. Budget Prioritization Discussion – Advice from officials – FOIP S. 24(1)(a)

13.2. Alberta Municipalities 2024 Resolutions – Advice from officials – FOIP S. 24(1)(a)

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

Resolution No. 208.09.24

Moved by Councillor Montgomery

THAT Council move out of Camera at 9:59 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 209.09.24

Moved by Councillor Langmaid

THAT Council extend the meeting to 10:30 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 210.09.24

Moved by Councillor Langmaid

THAT Council move In Camera to discuss items related to sections 24(1)(a) and 24(1)(b)(i) of the *Freedom of Information and Protection of Privacy Act* at 10:02 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 211.09.24

Moved by Councillor Langmaid

THAT Council move out of Camera at 10:25 p.m.

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

AGAINST: None.

CARRIED

14. ADJOURNMENT

Mayor Fule adjourned the September 18, 2024 Regular Council Meeting at 10:25 p.m.

Mayor

Director of Strategic,
Administrative, and Financial Services



Request for Decision

To: Council

Staff Contact: Chuck Procter, Manager of Development Services

Date Prepared: September 23, 2024

Meeting Date: October 2, 2024

SUBJECT: Intermunicipal Development Plan Bylaw No. 24-15

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

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

STRATEGIC PRIORITIES:



Affordable Housing



Climate Resiliency



Community Development



Community Wellness



Economic Development



Financial Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The Intermunicipal Development Plan (IDP) demonstrates Council's commitment to synergistic partnerships by enshrining in policy the Town's and Wheatland County's interdependent interests in community development decision-making. The IDP supports the Town in leveraging its relationship with Wheatland County to attract and support future investment, and to create a sustainable community for its citizens.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The IDP promotes orderly and contiguous development of residential and non-residential land which supports economic sustainability through logical extension of existing services and the opportunity to create a more balanced tax base.

SOCIAL SUSTAINABILITY:

The IDP supports avoidance of land use conflict, restricts expansion or development of new confined feeding operations and manure storage facilities within the plan area, and supports transitional buffering between different land uses to mitigate interface conflicts.

ENVIRONMENTAL SUSTAINABILITY:

Policy in the IDP supports protecting the environment and reducing the impacts of development on natural areas, especially near sensitive areas such as watercourses and slopes.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

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

The Municipal Government Act (MGA) requires that all municipalities that are not members of a growth region and that have common boundaries must adopt an intermunicipal development plan. Since the Town is no longer a member of the Calgary Metropolitan Region Board, the Minister of Municipal Affairs directed the Town and the Wheatland County to adopt an IDP. Adoption of this IDP will meet the requirement to adopt an IDP in accordance with the MGA and by the revised December 31, 2024, deadline as set by the Minister of Municipal Affairs.

ORGANIZATIONAL:

The IDP is a statutory policy document to which all departments of the Town of Strathmore must adhere insofar as their work relates to or impacts intermunicipal interests and land use decision-making.

The departments most directly affected by the adoption of the IDP are Infrastructure, Operations and Development Services, Strategic and Administrative Services, and Community & Protective Services.

OPERATIONAL:

The IDP presents an additional policy level that must be considered in decision-making processes. Decisions regarding land use will be required to align with the policies of the IDP,

as will certain intermunicipal decisions that deal with economic development, agriculture, social wellbeing, and economics. Additional time may be required for application review processes that require circulation to Wheatland County pursuant to the IDP policies.

FINANCIAL:

The Town's 2024 Operating and Capital Budget includes budgeted line items under the Infrastructure, Operations and Development Services Division (IODS) that can be utilized where needed and appropriate for materials, goods and supplies, public engagement-related costs, as well as consulting services if required. As the IDP is now complete, resources required to implement the IDP are not anticipated to impact the existing budget. However, consideration should be given to ongoing annual budget allowance for IDP implementation activities as determined in collaboration with the Intermunicipal Collaboration Committee (ICC).

Should a dispute arise related to the implementation or interpretation of the IDP, the IDP's dispute resolution process detailed in subsection 3-6 (page 17 of the document) would be initiated and associated costs would be borne by the parties accordingly.

POLICY:

In accordance with the MGA, all statutory plans must be consistent with one another. The IDP is the highest order statutory plan under Part 17 of the MGA and all subordinate statutory plans must be consistent with it, including the Municipal Development Plan and all Area Structure Plans.

Development Services will assess existing policy documents to confirm compliance with the IDP and to identify any necessary amendments to existing statutory plans to make them consistent with the IDP. Moreover, the Municipal Development Plan (MDP) review project currently underway will ensure the direction of the IDP is captured by the new MDP.

IMPLEMENTATION:

Implementation of the IDP is undertaken primarily through the planning and development application processes and through decision-making at the administrative and corporate levels.

Inclusion of IDP policy direction in subordinate plans, such as the updated MDP, also helps implement the IDP. All the Town's master planning documents (e.g., infrastructure master plans, parks and open spaces master plans, etc.) should reflect and be consistent with the direction of the IDP for more effective implementation of its policies.

BACKGROUND:

The Town withdrew its membership from the Calgary Metropolitan Region Board (CMRB) in March of 2022. Consequently, section 631(1) of the MGA was triggered, requiring the Town to develop an IDP with Wheatland County, which also withdrew its membership from the CMRB.

The Town and County jointly retained a planning consulting firm, ISL Engineering and Land Services Ltd., to undertake the preparation of an IDP in collaboration with Town and County Administrations.

The IDP Project included 6 phases, including two for public engagement. Affected landowners, agencies and the public were notified and informed about the project through various means, including letters by regular mail, email notifications, newspaper and social media posts, in-person open houses and via the Town and County websites. No objections to the project were received.

The draft IDP was circulated internally to the Town and to the County, including the respective Councils, and feedback received was incorporated into a revised draft IDP as appropriate. The revised draft IDP was circulated to agencies and made available to affected landowners and the public for review and comment. The draft IDP was revised a final time to reflect feedback received and to ready it for first reading.

Regarding the adoption of the IDP, it is critical that should they approve it the Council of Wheatland County and the Council of the Town of Strathmore both approve the same IDP document. Should Council move to amend any portion of the IDP, this must be reflected in the version the County passes and vice versa. As such, the potential for amendments has been considered through the reading process for this bylaw. The Project Team will review any amendments following this hearing and First and Second Readings and amend the IDP accordingly before returning for Third Reading and final adoption.

KEY ISSUE(S)/CONCEPT(S):

The IDP document is broken into three main sections: Plan Area, Plan Policies and Implementation.

Plan Area

The Plan Area is found on page 2 of the IDP document and is the result of technical analyses, discussion and negotiation between the Town and the County.

The Plan Area was broken into three main land use categories or designations: Urban Referral Area, Future Business Area and Predominantly Agricultural Area.

Policy Area

Each designation or 'area' identified on the Plan Area map on page 2 of the IDP has specific policies associated with it in Section Two.

In addition to policies for the Plan Area designations, there are policies for General Land Use, Transportation, Infrastructure, and Social and Economic topics.

Implementation

The Implementation policy section is further broken into General Implementation, Applications, Intermunicipal Referral Process, Intermunicipal Collaboration Committee, Intermunicipal Collaboration Framework, and Dispute Resolution.

DESIRED OUTCOMES:

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

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

COMMUNICATIONS:

The project team undertook various communication and engagement activities with two primary goals:

1. Ensure key interested parties and community members understand the purpose of the project and how the IDP would impact the community.
2. Build awareness and encourage participation in the engagement processes for the project.

The first round of engagement occurred on December 13, 2023, and included sharing the purpose of the IDP and findings of technical background studies with the public at an in-person information session.

The second round of engagement presented the draft IDP document at a second in-person information session, which occurred on June 18, 2024 .

In addition to the in-person information sessions, the Town issued newspaper notifications, direct email and letter solicitations to agencies and affected landowners to participate, published social media posts and maintained the project website with up-to-date information as part of the overall communication plan.

In accordance with the MGA, Staff will advertised the public hearing 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.

A summary of the public engagement is as follows:

- September 6, 2024 - Notice of the Public Hearing posted on the Town's website
- September 9, 2024 - Notice of the Public Hearing mailed notice to adjacent landowners
- September 11, 2024 - Strathmore Times
- September 18, 2024 - Strathmore Times
- September 25, 2024 - Strathmore Times
- October 2, 2024 - Strathmore Times
- October 2024 - Utility Insert

- September 6, 2024 - Facebook (mentioned in the highlights of the September 4, 2024 Regular Council Meeting)
- September 27, 2024 - Facebook post
- October 1, 2024 - Facebook post

Should Council approve First and Second Reading of the Town of Strathmore and Wheatland County Intermunicipal Development Plan, Administration will confer with their counterparts at the County regarding any potential amendments proposed by either Council. If the IDP remains unchanged, or if there are minor amendments, the item will return for consideration of Third Reading on October 16, 2024. Substantive amendments may require further review and discussion. In that case the item will return for Third Reading at a later date but before the end of 2024. The final reading will not require an additional public hearing, and once Third Reading is granted, the IDP will come into effect.

ALTERNATIVE ACTIONS/MOTIONS:

THAT Council table Second Reading for Bylaw No. 24-15 being a bylaw to adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan and request additional information from Administration.

ATTACHMENTS:

[Attachment I: Town of Strathmore Wheatland County IDP Bylaw No. 24-15](#)

[Attachment II: Town of Strathmore Wheatland IDP PH Notice Adjacent Landowners](#)

[Attachment III: Strathmore Times Ad September 11, 2024](#)

[Attachment IV: Strathmore Times Ad September 18, 2024](#)

[Attachment V: Town of Strathmore Website September 2024](#)

Chuck Procter, Manager of Development Services

Approved
- 26 Sep
2024

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

Approved
- 26 Sep
2024

Veronica Anderson, Legislative Services Officer

Approved
- 26 Sep
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 27 Sep
2024

**BYLAW NO. 24-15
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA TO
ADOPT THE TOWN OF STRATHMORE AND WHEATLAND COUNTY INTERMUNICIPAL
DEVELOPMENT PLAN IN ACCORDANCE WITH THE *MUNICIPAL GOVERNMENT ACT*,
REVISED STATUTES OF ALBERTA 2000, CHAPTER M-26, AS AMENDED.**

WHEREAS Section 631 of the *Municipal Government Act* states that two or more council of municipalities that have common boundaries must, by each passing a bylaw in accordance with Part 17 or in accordance with section 12 and 692, adopt an intermunicipal development plan to include those areas of land lying within the boundaries of the municipalities as they consider necessary;

AND WHEREAS the Councils of the Town of Strathmore and Wheatland County agree that it is to their mutual benefit to establish joint planning policies, and this negotiation and agreement reflects a continuing cooperative approach between the two municipalities;

AND WHEREAS all parties required to be included in the Plan preparation have been properly notified in accordance with Section 636 of the *Municipal Government Act*;

AND WHEREAS the municipality must prepare a corresponding bylaw and provide for its consideration at a public hearing;

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. This Bylaw may be cited as the "Town of Strathmore and Wheatland County Intermunicipal Development Plan Bylaw".
2. The Town of Strathmore and Wheatland County Intermunicipal Development Plan will provide a framework for future development for lands described therein.
3. The Town of Strathmore and Wheatland County Intermunicipal Development Plan attached hereto as Schedule 'A' of this Bylaw is hereby adopted.
4. This Bylaw shall come into full force and effect upon third and final reading thereof.

PUBLIC HEARING HELD this _____ day of _____, 2024

READ A FIRST TIME this _____ day of _____, 2024

READ A SECOND TIME this _____ day of _____, 2024

READ A THIRD AND FINAL TIME this _____ day of _____, 2024

MAYOR

CHIEF ADMINISTRATIVE OFFICER



**Town of Strathmore and Wheatland County
Intermunicipal Development Plan**



Draft Plan
Current as of August 1, 2024

Table of Contents

page

Section 1: Plan Area

This section introduces the reader to the Intermunicipal Development Plan and the current state of the plan area.

1-1	Purpose.....	1
1-2	Enabling Legislation	1
1-3	Plan Area Context	3
1-4	Population Analysis	4
1-5	Current Land Supply Analysis	6
1-6	Area Structure Plans Currently In Effect.....	7
1-7	IDP Planning Process	8

Section 2: Plan Policies

This section outlines the future growth scenario and policies for the development of the plan area.

2-1	Guiding Commitments.....	9
2-2	Future Development Scenario.....	9
2-3	General Land Use Policy	11
2-4	Future Business Areas Land Use Policy	11
2-5	Predominantly Agricultural Lands Policy.....	12
2-6	Transportation Policy	12
2-7	Infrastructure Policy	13
2-8	Social And Economic Policy	13

Section 3: Implementation

This section outlines the framework for enacting Intermunicipal Development Plan policies and administering the plan.

3-1	General Implementation Policy.....	14
3-2	Applications	15
3-3	Intermunicipal Referral Process	15
3-4	Intermunicipal Collaboration Committee.....	16
3-5	Intermunicipal Collaboration Framework	16
3-6	Dispute Resolution	16

Figures

Figure 1 – Plan Area 2

Figure 2 – Initial IDP Study Area 3

Figure 3 – Town of Strathmore Population Projections per Growth 5

Figure 4 – Wheatland County Population Projections per Growth 5

Figure 5 – Future Development Scenario..... 10

Tables

Table 1 – Municipal Growth Rates..... 4

Table 2 – Breakdown of Absorbed Land Inventory 6

Table 3 – Town of Strathmore Unabsorbed Land Inventory 6

Table 4 – Wheatland County Unabsorbed Land Inventory 7

This Intermunicipal Development Plan (IDP) was prepared with support from Registered Professional Planners (RPPs) from ISL Engineering and Land Services Ltd. (ISL) in cooperation with RPPs from the Town of Strathmore and Wheatland County. Collectively we would like to thank residents for their input and feedback during the planning process, and community leaders in both municipalities for their guidance as the plan took shape.

1

SECTION ONE

Plan Area

This section introduces the reader to the Intermunicipal Development Plan and the current conditions within the plan area.

1-1 PURPOSE

The purpose of this Intermunicipal Development Plan (IDP) is to facilitate and sustain long term strategic growth and to identify joint development opportunities in the Rural-Urban Fringe (RUF) between the Town of Strathmore and Wheatland County (the “municipalities”).

Both municipalities agree that mutually beneficial policies and procedures are the preferred means of addressing intermunicipal growth opportunities within the plan area (see [Figure 1](#)).

This IDP has been developed in accordance with the requirements of the Municipal Government Act (MGA or the Act) and outlines a coordinated and cooperative framework for managing the use and development of lands in proximity to the municipalities’ shared boundary.

1-2 ENABLING LEGISLATION

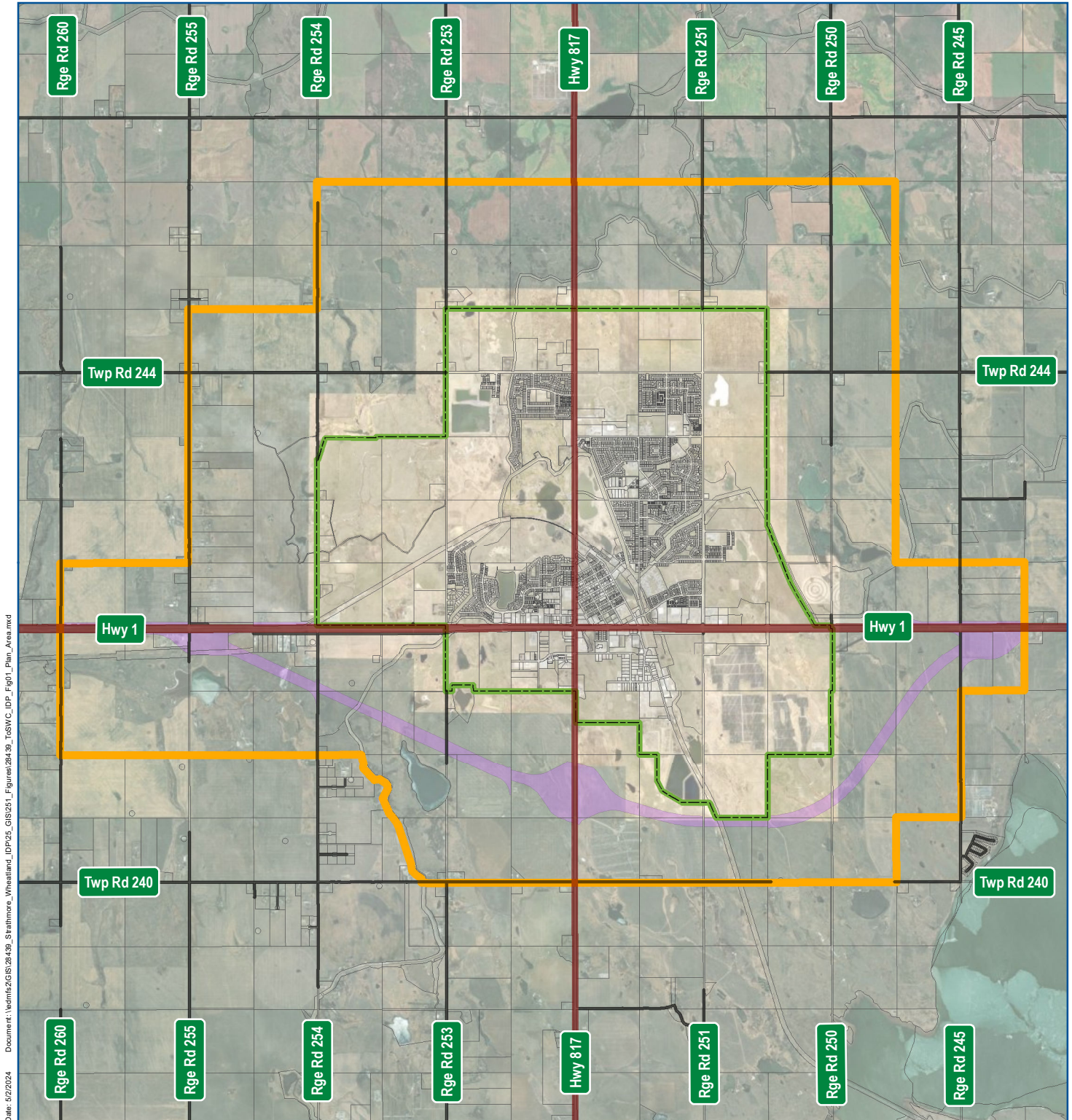
This IDP has been prepared in accordance with Section 631(8) of the MGA, which states that an IDP:

(a) must address

- (i) the future land use within the area,*
 - (ii) the manner of and the proposals for future development in the area,*
 - (iii) the provision of transportation systems for the area, either generally or specifically,*
 - (iv) the co-ordination of intermunicipal programs relating to the physical, social and economic development of the area,*
 - (v) environmental matters within the area, either generally or specifically, and*
 - (vi) any other matter related to the physical, social or economic development of the area that the councils consider necessary,*
- and*

(b) must include

- (i) a procedure to be used to resolve or attempt to resolve any conflict between the municipalities that have adopted the plan,*
- (ii) a procedure to be used, by one or more municipalities, to amend or repeal the plan, and*
- (iii) provisions relating to the administration of the plan.*



Date: 5/2/2024 Document: \\edms\426\2439_Strathmore_Wheatland_IDP\25_GIS\251_Figures\2439_166WVC_IDP_Fig01_Plan_Area.mxd

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community



Municipal Boundary

IDP Area



Highway



Collector Roadway



Local Roadway



Future Bypass



TOWN OF STRATHMORE
& WHEATLAND COUNTY
INTERMUNICIPAL
DEVELOPMENT PLAN

FIGURE 1: PLAN AREA



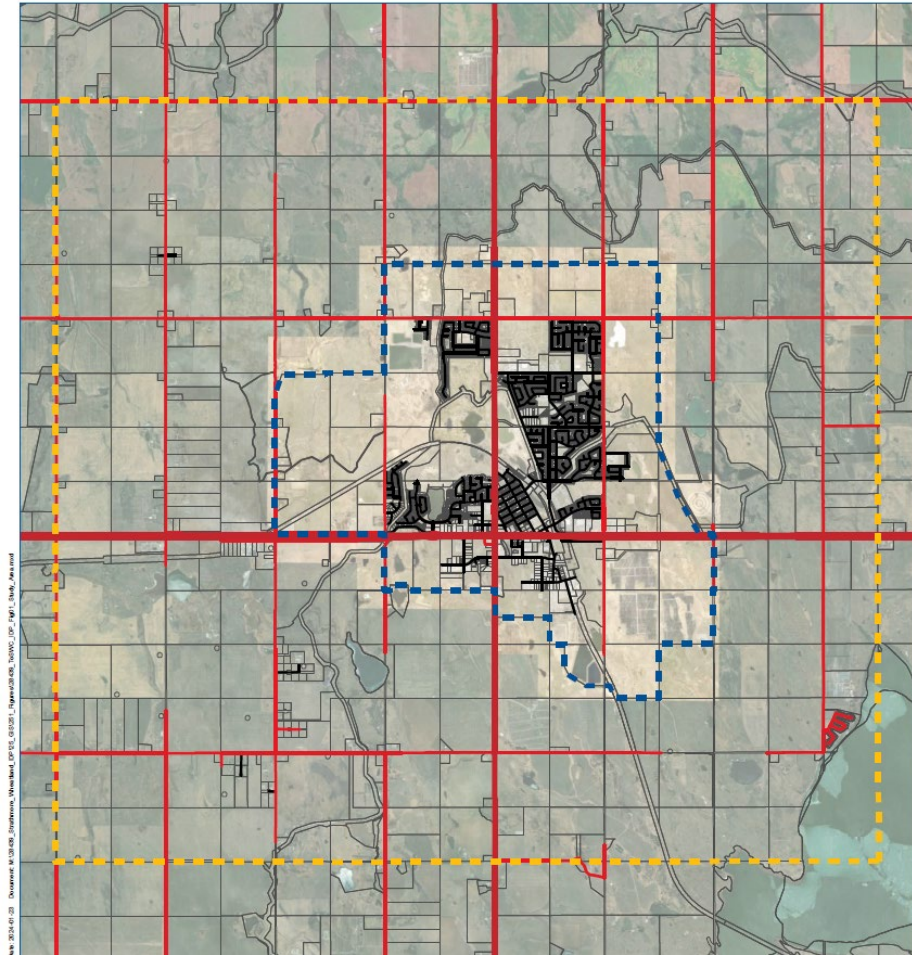
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1-3 PLAN AREA CONTEXT

To determine the plan area, an initial study area was established by the Town of Strathmore and Wheatland County Intermunicipal Collaboration Committee (ICC), as shown in **Figure 2**. Analysis of various factors, such as environmental features, the transportation network, and servicing availability, allowed the project team to refine the study area boundary into the final Plan Area established within the IDP.

Figure 2 – Initial IDP Study Area



Environmental Overview

Numerous wetlands are located throughout the Study Area, within both municipalities. Two locations containing historical resources can also be found on the western-most boundary of the Study Area. While the environmental factors present potential constraints to development, such constraints can be accounted for through each municipalities' respective development processes. The IDP provides further policy direction regarding environmental matters, as required by the MGA.

Transportation Overview

Arguably the most significant opportunity and constraint within the Study Area is the potential Highway 1 bypass to the south of the Town of Strathmore. Alberta Transportation and Economic Corridors (TEC) have prepared functional plans for a bypass, which would see the highway and interchange network reconfigured, with many existing at-grade Highway 1 intersections closed. Access to these roads is proposed from one of the planned interchanges via a service road network. While the timing of

construction of the bypass is unknown, its construction is not required in the 2049 network horizon as outlined in the Town's Transportation Master Plan (TMP) – at least 25 years out.

Servicing Overview

For the purposes of the IDP, the servicing overview provides context regarding current and potential intermunicipal infrastructure initiatives that may inform IDP policy:

- Strathmore's combined water supply – between water licenses and supply from the City of Calgary through the East Calgary Regional Water Line (ECRWL) – is sufficient to supply over 70,000 people. The current ECRWL allocation to the Town is 201 L/s, and the County has 85 L/s of allocated potable water supply that is currently not in use. In the future, Wheatland County could construct regional piped services separately or negotiate access to the ECRWL via the Town's network.
- Future improvements to the Town's sanitary system provide an opportunity to size the system for regional service provision.
- Strathmore's stormwater currently runs to the Western Irrigation District (WID) and eventually Eagle Lake. The Cooperative Stormwater Management Initiative (CSMI) is a partnership between the Town of Strathmore, Rocky View County, The City of Calgary, and the WID that is currently developing and constructing a regional stormwater management system. Wheatland County is not a member of the CSMI. The Town will need to continue to explore ways to develop stormwater management services as it grows to meet the regulatory requirements of the CSMI.

1-4 POPULATION ANALYSIS

A population analysis was conducted in late 2023 as part of the IDP planning process to provide an understanding of how fast both municipalities are growing. Low, medium, and high growth rates were prepared for both the Town and County based on observed growth from 1971 to 2021:

Table 1 – Municipal Growth Rates

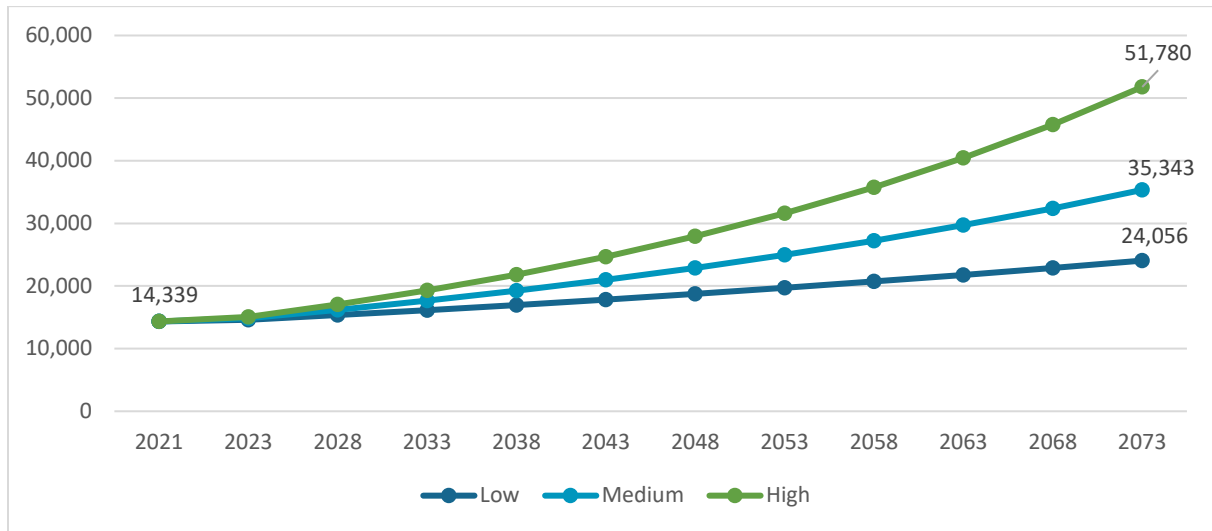
	Town of Strathmore	Wheatland County
High Growth Rate	2.5%	1.1%
Medium Growth Rate	1.8%	0.8%
Low Growth Rate	0.9%	0.5%

Projections were prepared for both municipalities using these rates (see [Figures 4 and 5](#)). In sum, both municipalities are experiencing low-steady growth:

- Population growth in Strathmore (14,339 in 2021) is stable and a medium growth scenario of 1.8% has the population more than doubling to 35,343 over the next 50 years (to 2074).
- Population growth in Wheatland (8,738 in 2021) is relatively flat, and a medium growth scenario of 0.8% has the population growing to 13,224 over the next 50 years (to 2074).

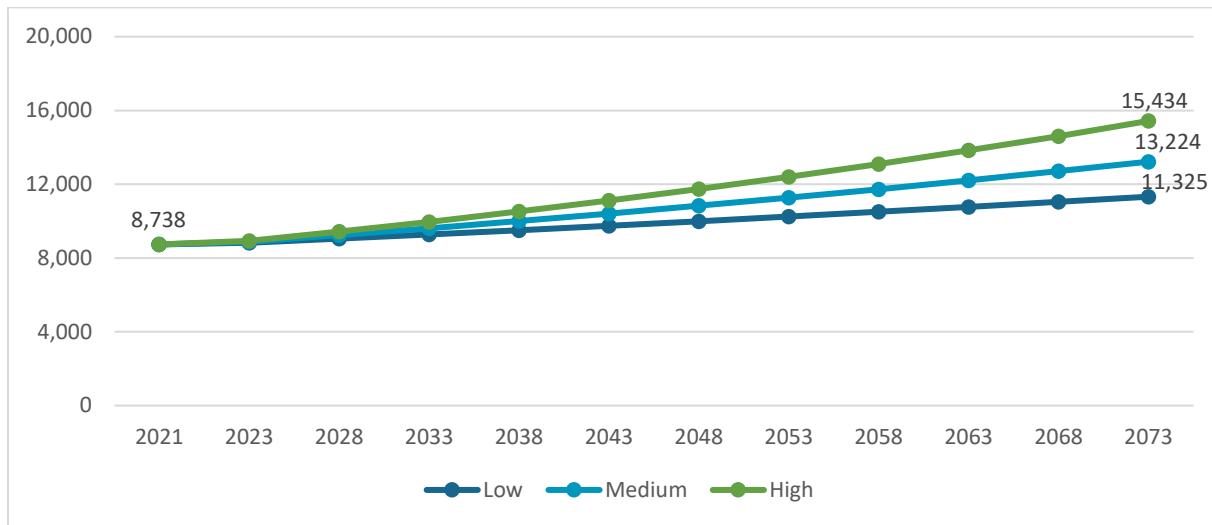
While there are approximately 569 residents in the County's portion of the Study Area, projections were prepared using census data for the County as a whole.

Figure 3 – Town of Strathmore Population Projections per Growth Scenario in 5-year Intervals (2021-2073)



- Assuming a **high growth** scenario, the Town will have a population of approximately 51,780 by 2073.
- Assuming a **medium growth** scenario, the Town will have a population of approximately 35,343 by 2073.
- Assuming a **low growth** scenario, the Town will have a population of approximately 24,056 by 2073.

Figure 4 – Wheatland County Population Projections per Growth Scenario in 5-year Intervals (2021-2073)



- Assuming a **high growth** scenario, the County will have a population of approximately 15,434 by 2073.
- Assuming a **medium growth** scenario, the County will have a population of approximately 13,224 by 2073.
- Assuming a **low growth** scenario, the County will have a population of approximately 11,325 by 2073.

1-5 CURRENT LAND USE ANALYSIS

A land use analysis was prepared to better understand what type of development has occurred to-date, and to identify the remaining developable land within the Study Area.

Table 2 – Breakdown of Absorbed Land Inventory

Land Use	Strathmore		Wheatland		Total	
	Area (ha)	Percent	Area (ha)	Percent	Area (ha)	Percent
Gross Area	2,676.2	100.0%	10,545.5	100.0%	13,221.7	100.0%
Rural Residential	6.7	0.2%	164.0	1.6%	170.7	1.3%
Urban Residential	264.9	9.9%	—	—	264.9	2.0%
Commercial	82.0	3.1%	0.8	0.0%	82.8	0.6%
Industrial	59.1	2.2%	49.7	0.5%	108.8	0.8%
Institutional	75.8	2.8%	—	—	75.8	0.6%
Total Net Developable Core Land Uses	488.5	18.3%	214.5	2.0%	703.0	5.3%
Parks and Open Space	105.8	4.0%	8.8	0.1%	114.7	0.9%
Utilities	307.8	11.5%	215.9	2.0%	523.7	4.0%
Circulation	248.6	9.3%	322.9	3.1%	571.5	4.3%
Total Net Developable Overhead Land Uses	662.3	24.7%	547.6	5.2%	1,209.9	9.2%
Gross Absorbed Land Supply	1,150.8	43.0%	762.1	7.2%	1,912.9	14.5%
Gross Unabsorbed Land Supply	1,525.4	57.0%	9,783.4*	92.8%	11,308.8	85.5%

The land use analysis demonstrated that both municipalities have land within their respective jurisdictions available for future development:

- The gross developable area within Strathmore is 1,525.4 ha.
- The gross developable area within Wheatland's portion of the Study Area is 9,783.4 ha.

Tables 3 and 4 outline the unabsorbed lands in each municipality.

Table 3 – Town of Strathmore Unabsorbed Land Inventory

Land Use	Gross Area (ha)	Percent	Net Area (ha)	Percent
Unabsorbed Land	1,525.4	100.0%	1,010.9	66.3%
Urban Residential	1,137.6	74.6%	739.4	48.5%
Mixed Residential/Commercial	3.6	0.2%	2.5	0.2%
Commercial	191.8	12.6%	134.2	8.8%
Industrial	179.3	11.8%	125.5	8.2%
Institutional	13.2	0.9%	9.3	0.6%
Estimated Developable Overheads	—	—	514.5	33.7%

Table 4 – Wheatland County Unabsorbed Land Inventory

Land Use	Gross Area (ha)	Percent	Net Area (ha)	Percent
Unabsorbed Land	9,783.4	100.0%	9,556.7	97.7%
Agricultural	9,029.7	92.3%	9,029.7	92.3%
Rural Residential	203.8	2.1%	142.7	1.5%
Urban Residential	11.5	0.1%	7.5	0.1%
Industrial	528.5	5.4%	370.0	3.8%
Institutional	9.7	0.1%	6.8	0.1%
Estimated Developable Overheads	—	—	226.7	2.3%

1-6 AREA STRUCTURE PLANS CURRENTLY IN EFFECT

Within Town there are six Area Structure Plans (ASP) that are adjacent to the municipal boundary:

- **Edgefield ASP (consolidated to 2015).** A 131.8 ha development with 53.1 ha of residential development, 30.0 ha of commercial development, and a school site.
- **Grandview Gardens ASP (2012).** A 63.1 ha residential development with 1,227 proposed mobile home park units and 181 assisted living units, planned to an anticipated 2,425 population.
- **Lakewood Meadows ASP (consolidated to 2021).** A 63.1 ha residential development with a commercial/high-density residential node.
- **North Hill Heights ASP (2012).** A 57.6 ha residential development with a 1.36 ha commercial site and 4.0 ha high density residential node.
- **The Prairies ASP (2011).** A 159.5 ha residential development. The northern portion (app. 64.7 ha), covering the first eight phases is outlined in the ASP.
- **Wildflower Ranch ASP (2010, updated to 2017).** A 98.7 ha residential development centred on an urban village, planned to an anticipated 5,600 population.

Within the County there are three ASPs in the plan area that are adjacent to the municipal boundary:

- **Eagle Lake ASP (2009, updated 2014).** A 1,210 ha ASP located southeast of Strathmore, adjacent to Eagle Lake. The ASP aims to develop a year-round recreation-based settlement at Eagle Lake, focusing on enhancing recreational land use and development. The majority of the remaining plan area is intended to stay as general agricultural land. Only a portion of the ASP is in the plan area.
- **Thiessen ASP (2007).** A 15.56 light-industrial development that aligns with the expected development in the West Hwy 1 ASP area.
- **West Highway 1 ASP (2006).** A 2,512 ha ASP located west of Strathmore, along Highway 1, extending west to the County's boundary with Rocky View County. The intended land uses for the ASP area are light to medium industrial uses and compatible commercial uses. Only a portion of the ASP is in the plan area.

1-7 IDP PLANNING PROCESS

The IDP preparation process consisted of six phases as shown below:



- **Phase 1: Project Kick-off.** Occurred from September to October 2023. This initial phase of the project focused on building an understanding of the interface or Rural-Urban Fringe between the Town and County and identifying the Study Area (from which the Plan Area was created).
- **Phase 2: Technical Studies.** Occurred from October to December 2023. In this phase, technical analysis of the IDP study area was undertaken in order to have informed discussions regarding opportunities and constraints within the Study Area.
- **Phase 3: Public Feedback.** Occurred from December 2023 to January 2024. This phase included public engagement regarding the findings from earlier work in order to better understand community insight of the Study Area.
- **Phase 4: Drafting the IDP.** February to May 2024. During this phase the Plan Area was identified (see [Figure 1](#)), policies were drafted and a preliminary Future Development Scenario (see [Figure 5](#)), was prepared.
- **Phase 5: Public Feedback.** Occurred from May to June 2024. This phase included sharing the Draft IDP with residents and gathering feedback on plan policies as well as circulating the plan to referral agencies for formal review.
- **Phase 6: Refine and Adopt the IDP.** Refinements have been made to plan policies to reflect Phase 5 feedback and separate Public Hearings are anticipated in October 2024.

2

SECTION TWO

Plan Policies

This section outlines the future growth scenario and policies for the development of the plan area.

2-1 GUIDING COMMITMENTS

The following commitments were identified through an ongoing conversation with the standing Intermunicipal Collaboration Committee, the respective Administration and Council's of both municipalities, and feedback from plan area landowners and the general public:

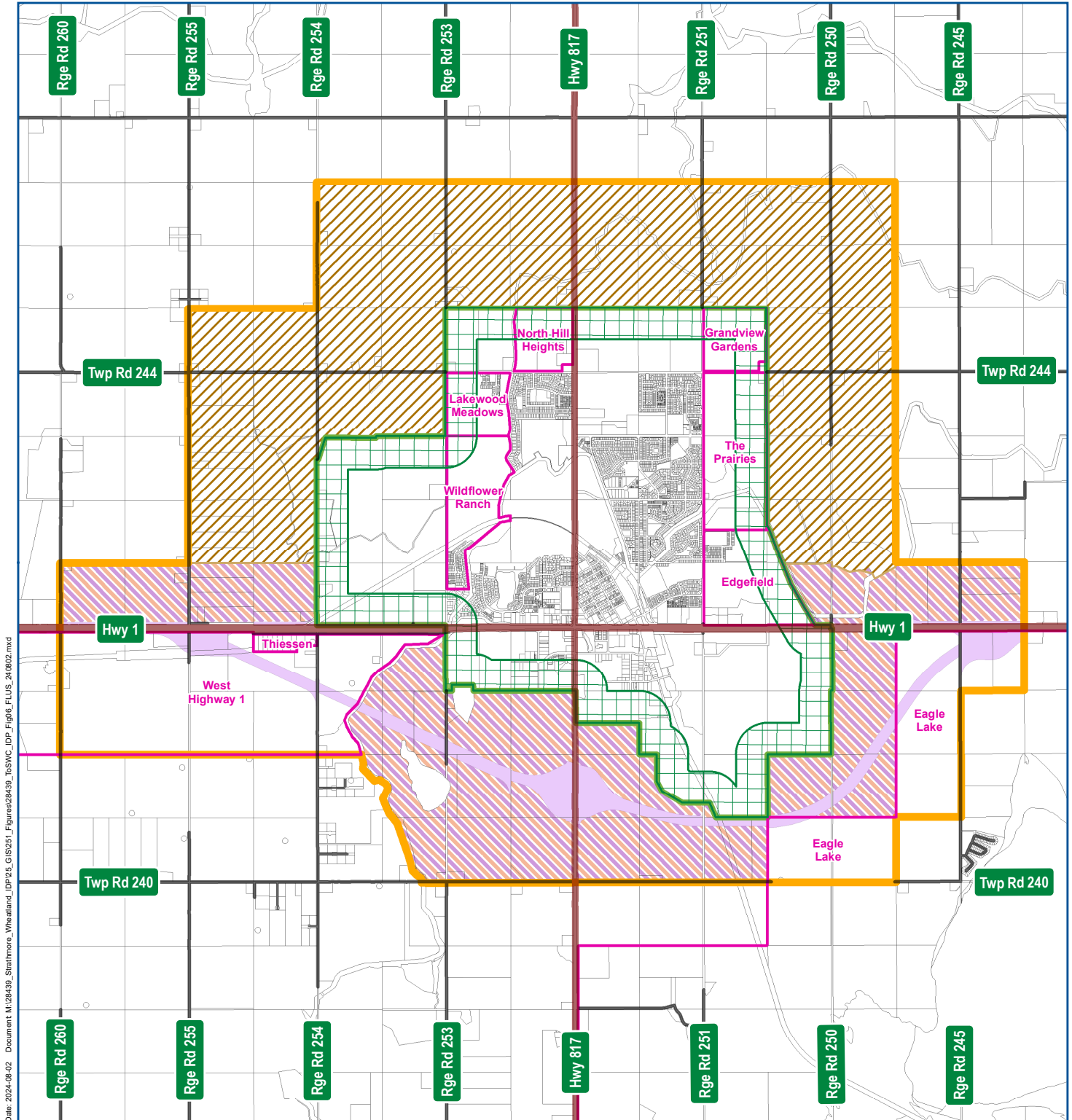
1. **Commitment to the Region** – the municipalities will cooperate to advance regional interests and opportunities while remaining mindful of each municipality's unique vision and mandate.
2. **Commitment to Each Other** – the municipalities commit to working cooperatively for their mutual benefit through effective and ongoing collaboration, coordination, and communication.
3. **Commitment to Responsible Development** – the municipalities will strive for consistent execution and enforcement of responsible development practices within the plan area.

2-2 FUTURE DEVELOPMENT SCENARIO

As identified in the Current Land Supply Analysis (see [Section 1-5](#)), both municipalities have access to land in their respective jurisdictions for future development. As such, the Future Development Scenario (see [Figure 5](#)), focuses on identifying areas of mutual benefit in which there are opportunities for future commercial or industrial development, referred to generally as "Future Business Area."

All other lands in the Plan Area are considered "Predominantly Agricultural Lands" as identified in [Figure 5](#). Certain development proposals in this area will be referred to the Town for comment.







An "Urban Referral Area" has also been identified and certain developments in this area, namely development not within an existing plan, will be referred to the County for comment.







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-  Municipal Boundary
-  Area Structure Plan
-  IDP Area
-  Urban Referral Area
-  Future Business Area
-  Predominantly Agricultural Area

-  Highway
-  Collector Roadway
-  Local Roadway
-  Future Bypass



**TOWN OF STRATHMORE
& WHEATLAND COUNTY
INTERMUNICIPAL
DEVELOPMENT PLAN
FIGURE 5: FUTURE
DEVELOPMENT SCENARIO**

2-3 GENERAL LAND USE POLICY

Growth in the plan area is inevitable and must be accommodated strategically. Establishing appropriate land use policies will ensure logical and efficient transition between the municipalities over time. The goal of the policies herein is to provide direction in land use planning in accordance with the Future Development Scenario (see [Figure 5](#)).

The following policies apply to the entire plan area:

Policy 2.3.1	Existing agricultural operations in the County shall be allowed to continue unencumbered in the plan area in alignment with the provisions of the County's MDP and LUB.
Policy 2.3.2	The development of new or expansion of existing Confined Feeding Operations (CFOs) or stand-alone manure storage facilities within the plan area is not supported.
Policy 2.3.3	Gravel extraction shall not be allowed within the plan area.
Policy 2.3.4	All statutory plans and plan amendments, as well as future land use, subdivision, and development in the plan area, shall comply with the policies of this IDP.
Policy 2.3.5	Planning and development applications within the plan area shall be considered in accordance with the Future Development Scenario (see Figure 5) in order to minimize the potential for land use conflicts.
Policy 2.3.6	Where an ASP exists within the plan area, or within the Urban Referral Area identified in Figure 5 , the policies of the applicable ASP shall take precedence over the IDP as it relates to site-specific development decisions.
Policy 2.3.7	Proposed residential developments should implement effective transitional buffering from non-residential land uses in order to mitigate potential interface conflicts.
Policy 2.3.8	Environmental impacts shall be minimized where development occurs near environmentally sensitive areas such as slopes and watercourses.

2-4 FUTURE BUSINESS AREA LAND USE POLICY

Lands generally suitable for future commercial and industrial development have been identified as Future Business Areas in the Future Development Scenario (see [Figure 5](#)). The IDP recognizes that the successful integration of commercial and industrial land uses requires some degree of land use separation and the mitigation of potential impacts to the environment and other land uses.

The following policies apply to the lands identified as Future Business Area in the plan area:

Policy 2.4.1	Future commercial and industrial development on lands not within the Town's Municipal Boundary, shall be directed to those areas identified as Future Business Area in the Future Development Scenario (see Figure 5).
Policy 2.4.2	Future residential development is discouraged from locating in those areas identified as Future Business Area in the Future Development Scenario (see Figure 5).

Policy 2.4.3 Commercial and Industrial development proposed within the Future Business Area designation shall align with statutory plan requirements, and address compatibility with existing and future surrounding land uses, environmental impacts, and transportation and infrastructure requirements.

2-5 PREDOMINANTLY AGRICULTURAL LANDS POLICY

Much of the plan area consists of agricultural lands that are expected to remain predominantly agricultural. The following policies apply to the Predominantly Agricultural Lands identified in **Figure 5**:

Policy 2.5.1 All development proposed within the Predominantly Agricultural Lands (see **Figure 5**) shall align with statutory plan requirements, and address compatibility with existing and future surrounding land uses, environmental impacts, and transportation and infrastructure requirements.

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

- a) The site is located along, or near, a major transportation route such as a provincial highway,
- b) The development is compatible with adjacent land uses,
- c) The development requires minimal on-site municipal services, improvements and public amenities, and
- d) On-site water and sewage disposal capacity is demonstrated as being available to the Development Authority's satisfaction.

2-6 TRANSPORTATION POLICY

The transportation network within the plan area has been developed to accommodate traffic volumes in an efficient, safe and effective manner. The proposed Highway 1 Bypass has been identified in **Figure 5**; however, the timing of this network improvement is determined by Alberta Transportation and Economic Corridors (TEC).

The following policies apply to the entire plan area:

Policy 2.6.1 Specific road alignments will be determined through ASPs and functional planning studies.

Policy 2.6.2 Proposed development that involves access to or abuts the proposed Highway 1 Bypass and interchanges in the plan area (shown in **Figure 5**), outside of an approved ASP, will be flagged for circulation to TEC as part of the referral process for additional scrutiny.

Policy 2.6.3 Unless otherwise agreed to, each municipality shall be responsible for the maintenance of transportation infrastructure within their boundaries. Any joint agreements to share maintenance responsibilities between the municipalities shall supersede this policy.

- Policy 2.6.4** This IDP recognizes that the provincial highway system is under the jurisdiction and control of TEC, and that all existing transportation policies and agreements TEC has with either the Town, County and/or both municipalities remain unchanged by the adoption of this document.
- Policy 2.6.5** Road approach standards shall comply with the requirements of the municipality that has jurisdiction over the road.

2-7 INFRASTRUCTURE POLICY

The following policies apply to the development of water, wastewater and stormwater services within the entire plan area:

- Policy 2.7.1** The municipalities may cooperate on any infrastructure or servicing study, or the extension of services, which affects any part of the plan area.
- Policy 2.7.2** The municipalities shall utilize and, where appropriate, develop compatible design standards for infrastructure throughout the plan area.
- Policy 2.7.3** The municipalities shall share relevant, up-to-date information on storm water issues with each other.
- Policy 2.7.4** Unless otherwise agreed to, each municipality shall be responsible for the maintenance of infrastructure within their boundaries. Any joint agreements to share maintenance responsibilities between the municipalities shall supersede this policy.
- Policy 2.7.5** Land required for future utility rights-of-way that has been identified through the mutual agreement of the municipalities or in subsequent studies shall be protected during the subdivision and development processes.
- Policy 2.7.6** Requests by private developers for municipal services from the adjacent municipality shall be directed to the Planning Department of said municipality.

2-8 SOCIAL AND ECONOMIC POLICY

The following policies apply to the entire plan area, and speak to the broader intermunicipal relationship:

- Policy 2.8.1** The municipalities are encouraged to prepare Joint Area Structure Plans in the future to the mutual economic benefit of both parties.
- Policy 2.8.2** The municipalities shall continue to deliver shared services, as appropriate.
- Policy 2.8.3** The municipalities may cooperate on any social, recreational, or economic development activities, or other matters of mutual benefit, which affect any part of the plan area.
- Policy 2.8.4** The municipalities may explore and implement methods of providing future services in an efficient and cost-effective manner.

SECTION THREE

Implementation

3

This section outlines the framework for enacting Intermunicipal Development Plan policies and administering the plan.

3-1 GENERAL IMPLEMENTATION POLICY

As required by the MGA, the IDP must include provisions relating to its administration as well as a procedure to be used by one or more of the municipalities to amend or repeal the plan. While the IDP is intended to be a long-range planning document, regular monitoring, review, and periodic amendments may be required for it to remain current with changing trends, technologies, and growth within the plan area.

Policy 3.1.1	In adopting the IDP, it is recognized that each municipality's jurisdiction is limited to lands within their respective corporate boundaries.
Policy 3.1.2	The municipalities shall undertake reviews of the IDP, when required, with major reviews occurring at least every ten years from the date of adoption.
Policy 3.1.3	An amendment to the IDP may be initiated at the request of either Council.
Policy 3.1.4	An amendment to the IDP may be recommended to either Council by the ICC.
Policy 3.1.5	Amendments to the IDP shall be jointly adopted by the municipalities by Bylaw in accordance with the MGA.
Policy 3.1.6	Repeal of the IDP may be initiated by either municipality if it is to be replaced by a new IDP that is agreeable to both municipalities, or jointly rescinded if both municipalities agree that an IDP is no longer required, in alignment with the MGA.

3-2 APPLICATIONS

Planning and development applications and amendments are to be processed and decided upon by the respective approving authority of the municipality in which the application is made. Any applications for urban expansion will align with the MGA.

- Policy 3.2.1** The adoption of, or amendments to, a statutory plan (IDP, MDP, ASP, ARP) or LUB shall be processed and decided upon by the Council of the municipality in which the plan or bylaw is located and circulated in alignment with the MGA.
- Policy 3.2.2** Subdivision and development permit applications are to be processed and decided on by the Approving Authority of the municipality to which the application pertains.
- Policy 3.2.3** The municipalities will adhere to Division 6 of the MGA as it relates to any application for annexation and the process it entails.

3-3 INTERMUNICIPAL REFERRAL PROCESS

Referral of planning applications and amendments is essential to maintaining open communication on an ongoing basis. The municipalities will continue the reciprocal referral of planning proposals, in accordance with the IDP.

- Policy 3.3.1** Referrals on new or amended ASPs or Conceptual Schemes within the:
 - a) Future Business Area,
 - b) Predominantly Agricultural Lands, or
 - c) Urban Referral Area,
 as identified in [Figure 5](#), shall be made to the adjacent municipality.
- Policy 3.3.2** Referrals for land use redesignation, subdivision, or discretionary development approvals are:
 - a) Required when the development is proposed in the Future Business Area Predominantly Agricultural Lands, or Urban Referral Area, as identified in [Figure 5](#), and outside of the boundary of an ASP, and
 - b) Not required when the development is proposed inside the boundary of an adopted ASP and the proposal fully complies with the policies of the ASP.
- Policy 3.3.3** Notwithstanding Policy 3.3.2, land use redesignation, subdivision, or discretionary development approvals for single-lot commercial and industrial development in the Predominantly Agricultural Lands shall be referred to the Town.
- Policy 3.3.4** Referrals shall be sent by email to the respective Planning Departments of each municipality, with additional information conveyed by email as needed.
- Policy 3.3.5** Referrals shall be responded to within 30 days.
- Policy 3.3.6** If either municipality does not reply within – or request an extension to – the 30-day period, it will be assumed that the responding municipality has no comment or objection to the referred planning or development proposal.
- Policy 3.3.7** The municipalities shall continue to provide contact information for landowner circulation in cases where the subject land abuts a municipal boundary.

3-4 INTERMUNICIPAL COLLABORATION COMMITTEE

The following policies apply to the Intermunicipal Collaboration Committee (ICC).

Policy 3.4.1 The ICC Terms of Reference jointly prepared and agreed to by the municipalities shall be the prevailing document for the composition and duties of the committee, as amended from time to time.

3-5 INTERMUNICIPAL COLLABORATION FRAMEWORK

Pursuant to the MGA, the municipalities will endeavour to prepare an Intermunicipal Collaboration Framework (ICF).

Policy 3.5.1 The municipalities shall endeavor to prepare an ICF.

Policy 3.5.2 The municipalities acknowledge that services, amenities and infrastructure provided by each other serves ratepayers beyond the plan area.

Policy 3.5.3 The municipalities may establish a cost sharing policy for any service, amenity and infrastructure where mutual benefit exists.

3-6 DISPUTE RESOLUTION

Both municipalities agree it is important to avoid disputes by following the policies and provisions of the IDP. Should any disagreements regarding the interpretation and application of the provisions within the IDP arise, the municipalities shall seek a timely resolution in a manner which is respectful of each Municipality's interests and concerns using the steps as identified.

In the event the dispute resolution process is initiated, the municipality having authority over the matter shall not provide any further approval until the dispute has been resolved or the mediation process has concluded.

Policy 3.6.1 A dispute may be triggered in the following circumstances:

- a) Lack of agreement on an IDP amendment, or
- b) An unresolved objection to the proposed adoption or amendment of a statutory plan or LUB that is believed to be inconsistent with the IDP.

Policy 3.6.2 The dispute resolution process does not apply to matters that fall under the jurisdiction of either municipality's respective Subdivision Development and Appeal Boards (SDABs) or the Land and Property Rights Tribunal (LPRT), nor does it allow a municipality to appeal a subdivision or development approval.

The municipalities agree the resolution steps identified below shall be completed within **ninety (90)** calendar days from the date on which the disagreement is identified. The process is designed to maximize opportunities for discussion and review with the goal of resolving any disagreements early in the approval process through the following **six (6) stages**:

Step 1 – Administrative Review and Discussion

Should the Town of Strathmore or Wheatland County identify any issue related to proposed plans, bylaws or amendments that may result in a serious disagreement between them, every attempt will be made to discuss the issues at the administrative level with the intent of arriving at a mutually agreeable solution.

Step 2 – CAO Review Prior to Escalating to the ICC

The Chief Administrative Officers (CAOs) from the Town and County shall attempt to resolve the issue(s).

Step 3 – Intermunicipal Collaboration Committee (within 60 days on which the disagreement is identified)

In the event administrative review and discussion are unable to resolve a disagreement, the Intermunicipal Collaboration Committee shall attempt to resolve the disagreement. Each municipality, through its Administration, must ensure the facts of the issue have been fully investigated and clarified. Administrative meetings may occur at this point to discuss possible solutions.

Step 4 – Municipal Councils (within 30 days from the meeting of the ICC)

Should the Intermunicipal Collaboration Committee be unable to resolve the disagreement, they shall request a joint meeting of the Councils of the municipalities who will attempt to resolve the disagreement.

Step 5 – Alberta Municipal Affairs Mediation

Should the Councils be unable to resolve the disagreement, either municipality may request Alberta Municipal Affairs to commence a mediation process under the Department's guidance.

Step 6 – Appeal to the LPRT

If the disagreement cannot be resolved by mediation, then:

- Any municipality may appeal to the LPRT under the provisions of Section 690 of the Act if the disagreement pertains to a statutory plan, a land use bylaw or any amendment of either, or
- The results of the mediation report will be binding on each Municipality if no relief under the LPRT is found.



September 9, 2024

Notice of Public Hearing

The Town of Strathmore and Wheatland County are working collaboratively to develop an Intermunicipal Development Plan (IDP). In accordance with the *Municipal Government Act*, both municipality's Councils must hold a public hearing to decide on the matter. The hearing for the Town of Strathmore will be held on:

October 2, 2024 at 6:00 PM in Council Chambers

Town of Strathmore Municipal Building

1 Parklane Drive (Box 2280)

Strathmore, AB, T1P 1K2

Bylaw Number: 24-15

Proposal: To adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan, in order to facilitate and sustain long term strategic growth, and identify joint development opportunities within areas where the municipalities share a joint interest.

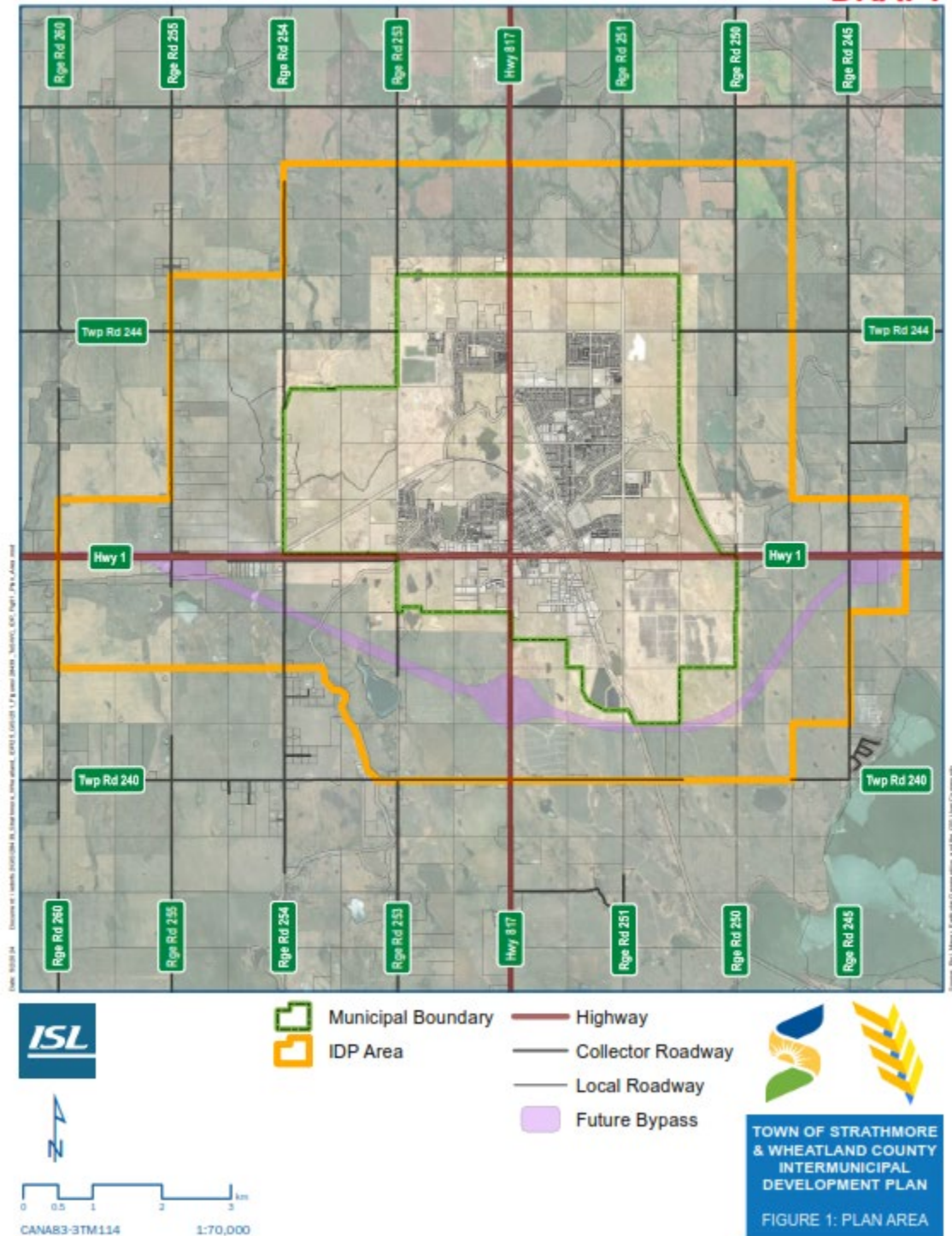
How to Contact Us: If you would like to submit comments about the IDP, or speak before Council at the public hearing, please visit the public hearing weblink below for more information. Please contact Legislative Services via email LSadmin@strathmore.ca by **Wednesday, September 24, 2024** to register to present. Written submissions to the Public Hearing or the name of any person wishing to make an oral presentation at the Public Hearing must be received prior to 12:00 noon on **Wednesday, September 24, 2024** as outlined in Bylaw #23-17 and amendments thereto. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes. For more information regarding the public hearing process, please visit: <https://strathmore.ca/en/town-hall/public-hearings.aspx>

More information, including a copy of the IDP and frequently asked questions, are available on the project webpage.

<https://strathmore.ca/en/residents/intermunicipal-development-plans.aspx>

Sincerely,
Chuck Procter, Development Services
cprocter@strathmore.ca

DRAFT





Upcoming Meetings

Council and committee meetings will now be open to the public and via teleconference.
For public hearings it is strongly encouraged that you attend in person.

September 17: Council Meeting
October 1: Council Meeting
October 2: Agricultural Service Board Meeting

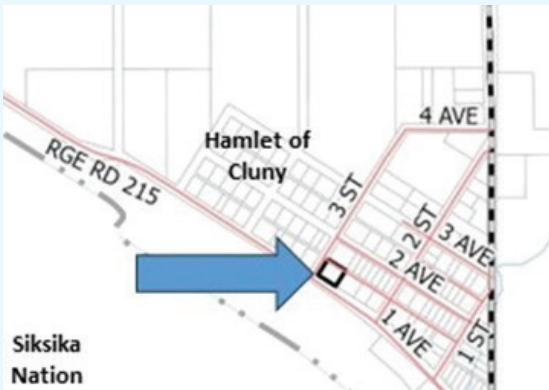
To join the call, dial 403-917-1764 and enter the PIN 47001 when prompted.
Agenda packages can be found on our website.

Public Hearings

Wheatland County Council Chambers October 1, 2024 at 9 a.m.

Wheatland County will consider the following applications for Public Hearing at the Regular Council meeting on Tuesday, October 1, 2024. The following public hearings begin at 9 a.m. and proceed until all applications have been heard:

Bylaw #: 2024-26
Legal Description: Plan 2124U, Block 4, Lots 1-3 within SE-5-22-21-W4M (212 1st Avenue, Cluny, AB)
Proposal: To redesignate the subject lands from Community Service District to Hamlet Commercial District to facilitate the decommissioning and future sale of the former Cluny Fire Hall.



The Town of Strathmore and Wheatland County are working collaboratively to develop an Intermunicipal Development Plan (IDP), and each municipality will be holding a Public Hearing to consider its adoption. If you wish to provide comments or attend in person, see the information regarding your municipality's hearing below.

Proposal: To adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan, in order to facilitate and sustain long term strategic growth, and identify joint development opportunities within areas where the municipalities share a joint interest. For more information, and to review the IDP, please visit:

wheatlandcounty.ca/strathmorewheatland-icf-idp/strathmore.ca/en/residents/intermunicipal-development-plans.aspx

Town of Strathmore	Wheatland County
Wednesday, October 2, 2024 at 6:00 p.m.	Tuesday, October 1, 2024 at 9:00 a.m.
Council Chambers Town of Strathmore Municipal Building 1 Parklane Drive, Strathmore, AB	Council Chambers Wheatland County Administration Office 242006 Range Road 243, Wheatland County, AB
Bylaw: 24-15	Bylaw: 2024-22

Comments may be forwarded in writing to your respective municipality, or in person at the above meetings. The application files may be reviewed in the municipal offices during regular office hours, Wheatland County – Monday to Friday 8 a.m. to 4:30 p.m., and the Town of Strathmore – Monday to Friday 8:30 a.m. to 4:30 p.m. Any comments provided will become part of the public record in accordance with Section 40 (1) of the Alberta Freedom of Information and Protection Privacy Act. Any personal information on submissions made regarding applications is collected under the authority of the FOIP Act Section 33 (c) and subsequent versions of the Act.

Wheatland County Community Enhancement Regional Board

Wheatland County invites applications for membership on the Community Enhancement Regional Board (CERB) with appointment to commence November 01, 2024. One representative from each of Electoral Division will be appointed. The Community Enhancement Regional Board consists of two members from each Electoral Division, appointed by Wheatland County Council. Membership on the CERB is appointed for a two-year term with alternating expiry dates. The Community Enhancement Regional Board meets three times every spring to evaluate applications and decide on the allocation of Community Enhancement Funding to Wheatland County community groups.

Application Deadline: September 30

For more information, or to submit a letter of interest, please contact Jessica Salmon at 403-361-2021 or via email at jessica.salmon@wheatlandcounty.ca.



Address: 242006 Range Rd 243, Wheatland County, AB T1P 2C4
Phone: 403-934-3321 www.wheatlandcounty.ca @wheatlandcounty
Office Hours: Mon-Fri 8 a.m. to 4:30 p.m.



Careers with Wheatland County

Available opportunities include:

- Waste Transfer Site Operator**
Closes September 13, 2024



Visit our website for more information and APPLY TODAY!
wheatlandcounty.ca/careers/



Terrific trade show

The Strathmore Wheatland Chamber of Commerce hosted their annual trade show on Sept. 14 at the Strathmore Civic Centre. It was a chance for people to discover local businesses, network with professionals and enjoy some of the treats and eats from food trucks outside.

Joe Lepage Photos

Town to host public hearing for IDP bylaw

JOHN WATSON
Local Journalism Initiative Reporter

The Town of Strathmore has scheduled a public hearing to discuss the Intermunicipal Development Plan (IDP) Bylaw 24-15 for Oct. 2, in council chambers.

Outlined in the town's Sept. 4, regular meeting agenda, the IDP is a statutory document to which all departments within the Town of Strathmore must adhere as their work would relate to, or impact intermunicipal interests and land use decision making.

Town departments most affected by the IDP are infrastructure, operations and development services, strategic and administrative services, and community and protective services.

Land use planning and decision making within Alberta is administered through provincial legislative and policy documents which are in turn implemented by departments such as, but not limited to a municipal government.

The Municipal Government Act (MGA) requires that all municipalities not members of a growth region and that share common boundaries must adopt an IDP.

As the Town of Strathmore is no longer a part of the Calgary Metropolitan Region Board (CMRB), the town has been directed, alongside Wheatland County, by the Minister of Municipal Affairs to adopt an IDP.

The town was required to begin development of its IDP immediately following its withdrawal from the CMRB, in compliance with the MGA. Similarly, Wheatland County had also voted to withdraw its membership.

The town and county jointly retained ISL Engineering and Land Services as their planning consulting firm in order to undertake the preparation of the IDP.

Six phases were outlined in the IDP project, including two for public engagement. To date, the town

has indicated that no objections to the project have been received.

Once passed, land use decisions will be required to align with policies established within the IDP. This will also be true for certain intermunicipal decisions that deal with economic development, agriculture, social wellbeing, and economics.

It has been anticipated that application review processes which will require circulation to Wheatland County pursuant to IDP policies will require additional time to resolve compared to those strictly circulated within the town.

Typically, the town schedules public hearings for bylaws following the passing of first reading. In this case, Administration had recommended holding the public hearing prior to first reading in order to maintain consistency with Wheatland County.

The final draft of the IDP will be adopted both by the town and the county through separate bylaw adoption processes and public hearings.

Town to update local elections bylaw before end of year

JOHN WATSON
Local Journalism Initiative Reporter

The Town of Strathmore Committee of the Whole discussed proposed changes to the municipal election bylaw during the Sept. 11 meeting.

As presented to council, the proposed changes to the bylaw are required in order to reflect and implement several of the directives in the Municipal Affairs Statutes Act, 2024 (Bill 20).

Bill 20 had previously been passed by the Province of Alberta in the spring. It was put into place to establish the framework for the conduct of elections in Alberta municipalities, school divisions, irrigation districts, and Metis settlements.

The changes implemented by Bill 20 are summarized for public convenience on the Province of Alberta website. The full document is also freely available for public viewing.

Town of Strathmore administration presented that the proposed changes to the local municipal election bylaw are required in order for the town to align administratively with the Local Authorities Election Act, and the Municipal Government Act.

A deadline has been set by which the bylaw must be signed before the end of the 2024 calendar year in order to be applicable to the 2025 election.

The most notable changes to the bylaw according to administration and were immediately indicated to the Committee of the Whole include the removal of references to "Automatic Vote Ta-

bulators" and associated material, as per changes the Alberta Government is implementing through Bill 20 to local election rules under the Local Authorities Election Act, and the addition of the definitions of "Election Sign" and "Special Ballot" for additional clarity.

Coun. Denise Peterson raised a query during the committee meeting as to whether there was any clarification available from the province regarding their decision to annex electronic voting.

"These updates are really just following through to Bill 20, so we are just following to be compliant, naturally. I am assuming this will cost the municipality additional money," she said.

Town of Strathmore CAO Kevin Scoble added administration believes without the aid of electronic vote counters, it will significantly delay the release of election results.

Prior to the implementation of Bill 20, the Town of Strathmore had planned on budgeting \$50,000 for next year's election. Now, Scoble said the placeholder estimate is \$100,000 to hold the election.

The number will be adjusted as administration develops a better understanding of what will be required and how the election will take place.

A full list of new election rules which will be in effect in Strathmore are available to the public via the Committee of the Whole public meeting agenda.

Several other notable changes are clerical in nature and would not immediately impact the public

in regards to a municipal election.

The next municipal general election will be held on Oct. 20, 2025. Nominations will be open between Jan. 1, and Sept. 20.

Before the end of the year, town administration intends to present two bylaws before town council during regular meetings for consideration. These will be the Municipal Election Bylaw, and the Election Sign Bylaw.

Should the town adopt the updated Municipal Election Bylaw in October, administration intends to begin advertising nomination packages beginning in November.



Chantelle de Jonge, MLA
Chestermere-Strathmore

403-962-0126
129 2nd Avenue
Strathmore, AB T1P1K1

Chestermere.Strathmore@assembly.ab.ca

STRATHMORE

TIMES

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Strathmore Times is published every Wednesday by Strathmore Times Inc. and is distributed by Canada Post to Strathmore, Carseland, Cheadle, Cluny, Gleichen, Hussar, Lyalta, Namaka, Nightingale, Rockyford, Rosebud, Speargrass and Standard. We also have various pickup locations throughout our coverage area. Our 10,910 issues are printed by Star Press Inc., Wainwright, Alberta. The content in the Strathmore Times is copyright and reproduction without the proper written consent of the Strathmore Times is strictly prohibited.

The Times welcomes letters to the editor for publication. All submissions must be signed and a phone number included for verification purposes. We reserve the right to edit letters for length, legal considerations and taste. Please try and keep your letters under 400 words to ensure that it will appear as close to its original form as possible.

We acknowledge the financial support of the Government of Canada through the Local Journalism Initiative.

Canada


STRATHMORE WHEATLAND
CHAMBER OF COMMERCE

Coffee Connection

Unleash the Power of Networking at Coffee Connection!

Sept 18th | 10:00 AM
227 3 Ave unit 104, Strathmore

MAIN STREET MARKET
THE PLACE TO BE



WHEATLAND COUNTY

Upcoming Meetings

Council and committee meetings will now be open to the public and via teleconference.

For public hearings it is strongly encouraged that you attend in person.

October 1: Council Meeting
October 2: Agricultural Service Board Meeting
October 8: Municipal Planning Commission

To join the call, dial 403-917-1764 and enter the PIN 47001 when prompted.
Agenda packages can be found on our website.

Wheatland County Community Enhancement Regional Board

Wheatland County invites applications for membership on the Community Enhancement Regional Board (CERB) with appointment to commence November 01, 2024. One representative from each of Electoral Division will be appointed. The Community Enhancement Regional Board consists of two members from each Electoral Division, appointed by Wheatland County Council. Membership on the CERB is appointed for a two-year term with alternating expiry dates. The Community Enhancement Regional Board meets three times every spring to evaluate applications and decide on the allocation of Community Enhancement Funding to Wheatland County community groups.

Application Deadline: September 30


For more information, or to submit a letter of interest, please contact Jessica Salmon at 403-361-2021 or via email at jessica.salmon@wheatlandcounty.ca.

Public Hearings


Wheatland County Council Chambers October 15, 2024 at 11 a.m.

Wheatland County will consider the following applications for Public Hearing at the Regular Council meeting on Tuesday, October 15, 2024. The following public hearings begin at 11 a.m. and proceed until all applications have been heard:


Bylaw #: 2024-06 (LU2024-002)
Legal Description: NW-22-22-21-W4M
Proposal: To redesignate a ± 32.00 hectare (± 79.07 acre) portion of the subject lands from Agricultural General (AG) District to Natural Resource Extraction / Processing (NRE) District to facilitate the development of an aggregate extraction and processing operation.




Comments may be forwarded in writing to Wheatland County or in person at the above meeting. The application files may be reviewed in the County Office during regular office hours – Monday to Friday 8 a.m. to 4:30 p.m. Any comments provided will become part of the public record in accordance with Section 40 (1) of the Alberta Freedom of Information and Protection Privacy Act. Any personal information on submissions made regarding applications is collected under the authority of the FOIP Act Section 33 (c) and subsequent versions of the Act.




Address: 242006 Range Rd 243, Wheatland County, AB T1P 2C4
Phone: 403-934-3321
Office Hours: Mon-Fri 8 a.m. to 4:30 p.m.
[@wheatlandcounty](http://www.wheatlandcounty.ca)





WHEATLAND COUNTY



Strathmore

Wheatland County and Town of Strathmore Intermunicipal Development Plan (IDP) Public Hearings

The Town of Strathmore and Wheatland County are working collaboratively to develop an Intermunicipal Development Plan (IDP), and each municipality will be holding a Public Hearing to consider its adoption. If you wish to provide comments or attend in person, see the information regarding your municipality's hearing below.

Proposal: To adopt the Town of Strathmore and Wheatland County Intermunicipal Development Plan, in order to facilitate and sustain long term strategic growth, and identify joint development opportunities within areas where the municipalities share a joint interest. For more information, and to review the IDP, please visit:

wheatlandcounty.ca/strathmorewheatland-icf-idp/
strathmore.ca/en/residents/intermunicipal-development-plans.aspx

Town of Strathmore	Wheatland County
Wednesday, October 2, 2024 at 6:00 p.m.	Tuesday, October 1, 2024 at 9:00 a.m.
Council Chambers Town of Strathmore Municipal Building 1 Parklane Drive, Strathmore, AB	Council Chambers Wheatland County Administration Office 242006 Range Road 243, Wheatland County, AB
Bylaw: 24-15	Bylaw: 2024-22

Comments may be forwarded in writing to your respective municipality, or in person at the above meetings. The application files may be reviewed in the municipal offices during regular office hours, Wheatland County – Monday to Friday 8 a.m. to 4:30 p.m., and the Town of Strathmore – Monday to Friday 8:30 a.m. to 4:30 p.m. Any comments provided will become part of the public record in accordance with Section 40 (1) of the Alberta Freedom of Information and Protection Privacy Act. Any personal information on submissions made regarding applications is collected under the authority of the FOIP Act Section 33 (c) and subsequent versions of the Act.

Public Hearings

Notice of Public Hearings:

September 18, 2024 @ 6:00pm - Bylaw 24-16, Land Use Amendment - 137 Orchard Way

October 2, 2024 @ 6:00pm - Bylaw 24-15, Intermunicipal Development Plan

The Town of Strathmore and Wheatland County are working collaboratively to develop an Intermunicipal Development Plan (IDP). [Details of the Intermunicipal Development Plan can be found here.](#)

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:30 am to 4:30 pm, Monday to Friday at the Town Office (1 Parklane Drive, Strathmore, AB), [or can be found online here.](#)

Public Hearing Process

A public hearing will be held on October 2, 2024 at 6:00 p.m. in Council Chambers at 1 Parklane Drive, Strathmore, AB, with procedures in accordance with the *Municipal Government Act*, Section 199 and the Town of Strathmore Council Procedural Bylaw #23-17 and amendments thereto. Any person or group of persons, or person acting on someone's behalf, who claims to be affected by any of the proposed bylaw may present suggestions or concerns by making a submission to the public hearing. Please contact Legislative Services at lsadmin@strathmore.ca by 12:00 noon on **Wednesday, September 24, 2024**, in order to register to present.

A copy of the proposed Bylaw may be inspected by the public during regular office hours, 8:30 am to 4:30 pm, Monday to Friday at the Town Office (1 Parklane Drive, Strathmore, AB), [or can be found online here.](#) Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

Written submissions to the Public Hearing or the name of any person wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on **Wednesday, September 24, 2024** as outlined in Bylaw #23-17 and amendments thereto. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes.

Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.

Please contact Legislative Services at (403) 934 3133 prior to attending a Public Hearing to determine the order of Bylaw presentations in the Council Agenda to ensure efficient use of your time.



Request for Decision

To: Mayor & Council

Staff Contact: Ethan Wilson, Manager of Infrastructure

Date Prepared: September 19, 2024

Meeting Date: October 2, 2024

SUBJECT: East Pine Road Closure Bylaw No. 23-11

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

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

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The closure of East Pine Road will allow the Town to hold title on the parcel and be provided with options for future use. It is anticipated that in conjunction with the development of Legacy Farm this parcel will either be used for Highway Beautification, or amalgamated with the development area.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

This Bylaw provides the Town with the option to the sell the land, in the future, and earn additional tax revenue.

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

This Bylaw provides the Town with the option to beautify the highway corridor, increase the number of trees within the Town, and provide a net benefit to the Environment.

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

The closure of East Pine Road allows the Town to have flexibility and control over the Highway Corridor area. The roadway is not required for development access as future connections will be constructed and as such a closure is considered an overall benefit to the community.

ORGANIZATIONAL:

N/A

OPERATIONAL:

This Bylaw is intended to have a net-zero impact on Operations as a closure of this road will be supplemented with a future access to the Legacy Farm development.

FINANCIAL:

At this time the financial implications are limited to only the cost of survey and registration at Land Titles. Should the Town decide to sell the parcel then there is a potential financial benefit.

POLICY:

N/A

IMPLEMENTATION:

With the returned consent from the Minister of Transportation and Economic Corridors, Second and Third reading will allow this closure to be complete and registered with the Alberta Land Titles office.

BACKGROUND:

East Pine Road is an access road on the east end of Town, South of Highway 1, bordering the Legacy Farm development. It was determined by administration that East Pine Road is not a necessary road as it currently only provides access to one location as it is already barricaded disconnecting the road from access to Spruce Park Drive. Closing the road would have no

impact on the community as far as transportation and access goes. Access to the Klaiber Historical Barn will still be left open, under an access agreement, until an alternative access is provided through the Legacy Farm Development.

KEY ISSUE(S)/CONCEPT(S):

Considering the need for this service road is currently to serve only one parcel, and that future plans do not consider this road as being necessary, then closure of the roadway is in the best interest of the community. Temporary access agreements can be made to allow access through private land (the parcel created by this closure) as an interim measure, and following the full closure of the roadway decisions can be made by future councils on what actions to take in terms of beautification or sale.

DESIRED OUTCOMES:

That council provide Second and Third reading to finalize this closure.

COMMUNICATIONS:

Coordination with the Legacy Farm development has been ongoing since the time of the ASP approval. Following a Public Hearing, and receiving approval from the Minister of Transportation and Economic Corridors, no opposition to the closure is anticipated to arise.

ALTERNATIVE ACTIONS/MOTIONS:

Council may refer this matter to a future Committee of the Whole meeting for further discussion.

ATTACHMENTS:

[Attachment I: East Pine Rd. Road Closure Bylaw No. 23-11 - Letter from the Minister](#)

[Attachment II: East Pine Rd. Road Closure Bylaw No. 23-11 - Minister Signed \(1\)](#)

Ethan Wilson, Manager of Infrastructure

Approved
- 20 Sep
2024

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

Approved
- 20 Sep
2024

Veronica Anderson, Legislative Services Officer

Approved
- 20 Sep
2024

Johnathan Strathdee, Manager of Legislative Services

Approved

- 24 Sep
2024
Approved
- 25 Sep
2024

Kevin Scoble, Chief Administrative Officer



TRANSPORTATION AND ECONOMIC CORRIDORS
TECHNICAL STANDARDS BRANCH
2ND FLOOR, TWIN ATRIA BUILDING
4999-98 AVENUE
EDMONTON, ALBERTA, CANADA
T6B 2X3

TELEPHONE NO: 780-886-0784
Toll Free Connection Dial 310-0000

TOWN OF STRATHMORE
Administration

August 16, 2024

Town of Strathmore
Box 2280
Strathmore, AB T1P 1K2

AUG 20 2024

RECEIVED: _____

Attention: Ethan Wilson, P. Eng., Infrastructure Manager

RE: ROAD CLOSURE – BYLAW 23-11 (RPATH0035901)

Enclosed is the above noted bylaw which is **conditionally approved** by Alberta Transportation and Economic Corridors for closure and disposal as of August 15, 2024. This documentation is being provided to your office in trust with the requirement that the Town of Strathmore will ensure the following conditions are met with respect to the preservation of legal access to all affected parcels:

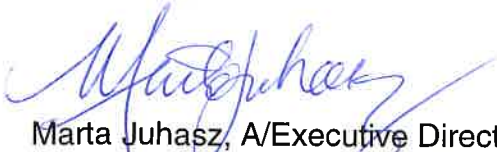
1. The executed access easement agreement between the Town of Strathmore and Cyber Investments Ltd. must be registered **concurrently** with the bylaw at Land Titles. This agreement must be registered on the title created by the road closure and remain in place until such time that the development outlined by the 'Legacy Farm Area Structure Plan' is surveyed and registered, including all required access roads.
2. If the plans for development change or do not proceed, the Town of Strathmore is responsible for surveying and registering all required access roads **prior to** any land sales, transfers, or other development/subdivision activities which may affect the following titles:
 - Title no. 931 060 633, standing in the register in the name of Cyber Investments Ltd.;
 - Title no. 071 135 030 +2, standing in the register in the name of The Town of Strathmore; and
 - The title created by the closure of road plan 141 0517 ('East Pine Road').

Following the second and third readings by Council, all documentation, including the enclosed endorsed copies of the right of way agreements with Telus and Fortis Alberta, should be registered concurrently at Land Titles.

Please notify the Road Closure program area by email at tec.edm-rdclosures@gov.ab.ca when registration is complete.

Any questions or concerns should be directed to Grace Saina, Road Closure Lead with Environmental Regulation Section. Ms. Saina can be reached toll-free by dialling 310-0000, then 780-638-3505 or by email at grace.saina@gov.ab.ca.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Marta Juhasz', is written over the typed name.

Marta Juhasz, A/Executive Director
Technical Standards Branch

cc: Gerry Benoit, Development and Planning Technologist, Calgary District
Grace Saina, Road Closure Lead, Environmental Regulation

Enclosures

BYLAW NO. 23-11
THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA FOR THE PURPOSE OF CLOSING PUBLIC TRAVEL AND CREATING TITLE TO PORTIONS OF A PUBLIC HIGHWAY IN ACCORDANCE WITH SECTION 22 OF THE *MUNICIPAL GOVERNMENT ACT*, CHAPTER M26.1, REVISED STATUTES OF ALBERTA 2000, AS AMENDED.

WHEREAS the lands hereafter described are no longer required for public travel;

AND WHEREAS application has been made to Council to have the highway closed;

AND WHEREAS the Council of the Town of Strathmore deems it expedient to provide for a bylaw for the purpose of closing to public travel certain roads, or portions thereof, situated in the said municipality, and therefore disposing of same;

AND WHEREAS notice of the intention of Council to pass a bylaw has been given in accordance with Section 606 of the Municipal Government Act, and a Public Hearing was held April 19, 2023;

AND WHEREAS Council was not petitioned for an opportunity to be heard by any person claiming to be prejudicially affected by the bylaw;

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 referred to as the "East Pine Road Closure Bylaw"

2. ROAD CLOSURE

2.1 East Pine Road adjacent to the West boundary of Spruce Park Drive and East boundary of Range Road 251 is hereby closed to public travel for the purpose of creating title to the road, subject to rights of access granted by other legislation, and excepting thereout all mines and minerals.

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 **15** day of **MARCH**, 2023.

PUBLIC HEARING HELD this **19** day of **APRIL**, 2023.



MAYOR



CAO

APPROVED this 15 day of AUGUST, 202~~3~~⁴.

Original Signed & Sealed on File

MINISTER OF TRANSPORTATION

APPROVAL VALID for 24 months

READ A SECOND TIME this ___ day of _____, 2024.

READ A THIRD AND FINAL TIME this ___ day of _____, 2024.

MAYOR

CAO



Request for Decision

To: Mayor & Council

Staff Contact: Ethan Wilson, Manager of Infrastructure

Date Prepared: September 16, 2024

Meeting Date: October 2, 2024

SUBJECT: Offsite Levy Bylaw No. 24-17

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

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

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

Offsite Levies provide necessary funds for projects which are required due to new development. Infrastructure is provided to all residents and funded through utilities charges and taxes while off site levies allow for new development to pay their proportionate share.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

Levies allow for predictable incomes and expenditures to occur, reducing the burden to the town's financial capacity.

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

The current Levy Bylaw, 21-07, is in effect and this is an update to that bylaw.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

Bylaw 24-17 is an update to the existing bylaw, ensuring that funds collected match the anticipated expenditures of the future.

POLICY:

This is an existing Bylaw, which is in alignment with other Town policies and the Municipal Government Act.

IMPLEMENTATION:

This Bylaw 24-17 will be implemented upon third reading and replace the current Bylaw 21-07. Operationally no changes are planned and this bylaw will be implemented with minimal impact.

BACKGROUND:

Offsite Levies are standard for most municipalities in Alberta and it is prudent to continually evaluate and update Levies to ensure they are in alignment with the communities plans. As the most recent Bylaw was passed in 2021 and references a study completed in 2020, the study is nearing its end of relevancy and needs to be updated.

KEY ISSUE(S)/CONCEPT(S):

The rates being proposed in this new bylaw are slightly higher than those in the current bylaw however inflation and timing are the main factors for this. The report is included in the Bylaw as

support for the new costs and consultation with the Development Community supports the tentative plan presented within the report.

DESIRED OUTCOMES:

Updating the Bylaw allows the Town to remain current on it's collections and ensure proper funding is available for future projects.

COMMUNICATIONS:

A developer meeting was held in June with this item being a major topic and the public hearing will allow for further feedback to be provided, if desired.

ALTERNATIVE ACTIONS/MOTIONS:

Council could refer this item to a Committee of the Whole for discussion, if desired.

ATTACHMENTS:

[Attachment I: Offsite Levy Bylaw No. 24-17](#)

[Attachment II: Strathmore OSL Report v1 FINAL](#)

Ethan Wilson, Manager of Infrastructure	Approved - 17 Sep 2024
Jamie Dugdale, Director of Infrastructure, Operations, and Development Services	Approved - 19 Sep 2024
Veronica Anderson, Legislative Services Officer	Approved - 19 Sep 2024
Johnathan Strathdee, Manager of Legislative Services	Approved - 24 Sep 2024
Kevin Scoble, Chief Administrative Officer	Approved - 25 Sep 2024

BYLAW NO. 24-17
THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA TO IMPOSE OFF-SITE LEVIES IN RESPECT OF LAND OR BUILDINGS THAT ARE TO BE SUBDIVIDED, DEVELOPED, OR ARE TO UNDERGO A CHANGE OF USE OR INTENSITY OF USE

WHEREAS Section 648 of the *Municipal Government Act*, R.S.A 2000 Chapter M-26 and amendments thereto provides that a Municipal Council may pass a bylaw for the imposition and payment of Offsite Levies in respect of land that is to be developed or subdivided;

AND WHEREAS Council deems it necessary and expedient to collect Offsite Levies to pay for the capital cost of infrastructure required to service the growth of the Town;

AND WHEREAS the Town has engaged in consultation with landowners and representatives of the development industry to address and define existing and future infrastructure required for growth of the Town and the allocation of the capital costs of such infrastructure;

AND WHEREAS Council has received the Report, which set out a fair and equitable calculation Offsite Levies in accordance with the *Municipal Government Act* and the regulations enacted thereunder;

AND WHEREAS Council has advertised its intention to consider the enactment of this Bylaw pursuant to the requirements of the *Municipal Government Act*;

NOW THEREFORE, the Council of the Town of Strathmore, duly assembled, hereby enact as follows:

1. SHORT TITLE

1.1. This Bylaw may be cited as the "Offsite Levy Bylaw"

2. PURPOSE

2.1. This Bylaw is intended to:

- a) Impose and provide for the payment of a levy to be known as an Offsite Levy in respect of Developable Land; and
- b) Authorize agreements to be entered in respect to payment of Offsite Levies to ensure that the developer of each parcel of Developable Land pays a proportionate share of the cost to provide new or expanded

infrastructure required for the area in which the Developable Land is located.

3. DEFINITIONS

3.1. In this Bylaw, unless the context otherwise requires:

- a) **"Bylaw"** means this Offsite Levy Bylaw
- b) **"Chief Administrative Officer"** means the Chief Administrative Officer for the Town, regardless of the specific title that may be conferred on that officer from time to time
- c) **"Town"** means the Town of Strathmore
- d) **"Council"** means the Municipal Council for the Town
- e) **"Developable Land"** means all land contained within the Development Area:
 - i. For which a Development Permit is obtained after the date of enactment of this Bylaw, or;
 - ii. For which Subdivisions approval is obtained after the date of enactment of this Bylaw, excluding all Developed Land; and
 - iii. Excludes all Developed Land
- f) **"Developed Land"** means land that has been subject to Development or a Subdivision prior to the date the Bylaw comes into force, and in respect of which Offsite Levies for the same infrastructure has been paid
- g) **"Development"** means development as defined in the Municipal Government Act
- h) **"Development Agreement"** means development agreement as referred to thin the Municipal Government Act
- i) **"Development Area"** includes the area of land within the municipal boundaries of the Town. For the purpose of imposing Offsite Levies, the Town is divided into eleven (11) geographic areas as shown in Schedule "A" of this Bylaw
- j) **"Lot"** means lot as defined in the Municipal Government Act
- k) **"Municipal Government Act"** means the *Municipal Government Act*, R.S.A 2000 Chapter M-26 and amendments thereto

- l) **"Offsite Infrastructure"** means those components and projects referred to in the Report, in relation to facilities to be paid for in whole or in part by Offsite Levies under the Bylaw
- m) **"Offsite Levies"** means the Offsite Levies imposed pursuant to this Bylaw
- n) **"Report"** means the Town of Strathmore: Offsite Levy Rates Review, April 11, 2024, prepared by Corvus Business Advisors, attached as Schedule "C" to this Bylaw.
- o) **"Subdivision"** means subdivision as defined in the Municipal Government Act.

4. OBJECT OF OFFSITE LEVIES

- 4.1. The object of the Offsite Levy or Levies imposed and collected pursuant to this Bylaw are to pay for all or any part of the capital cost of any or all of the following:
 - a) New or expanded facilities for the storage, transmission, treatment, or supplying of water;
 - b) New or expanded facilities for the treatment, movement, or disposal of sanitary sewage;
 - c) New or expanded storm sewer drainage facilities;
 - d) New or expanded roads required for or impacted by a Subdivision or Development
 - e) New or expanded transportation infrastructure required to connect, or to improve the connection of municipal roads to provincial highways resulting from a subdivision or development; and
 - f) Land required for or in connection with any facilities described within this paragraph

5. IMPOSITION OF LEVY

- 5.1. The Offsite Levies are hereby established and imposed in respect of all Developable Land in Developments Areas (Schedule "A") and included in the Report (Schedule "C")
- 5.2. The amount of the Offsite Levies imposed is calculated in the Report and set out in Schedule "B"

5.3. The Offsite Levies will be assessed on all Developable Land on a per hectare (ha) basis, excluding those portions of Developable Land that are designated pursuant to Subdivision as:

- a) Environmental Reserve;
- b) School Reserve;
- c) Municipal Reserve; or
- d) Arterial Road Right-of-Way

5.4. Unless otherwise agreed, payment of Offsite Levies imposed under this Bylaw is due:

- a) 30% at Signing of Development Agreement
- b) 30% at application for CCC or two (2) years from signing of DA, whichever comes first
- c) Full payment of all outstanding levies at application for FAC or three (3) years from signing of DA, whichever comes first

Nothing in this Section 5.4 shall prevent the CAO or his/her designate from requiring payment in full of Offsite Levies imposed under this Bylaw at the time of signing of a Development Agreement or within such period of time determined to be appropriate by the CAO or his/her designate

6. AUTHORITY OF THE CHIEF ADMINISTRATIVE OFFICER

6.1. The Chief Administrative Officer is delegated the authority to enforce and administer this Bylaw, including, but not limited to the authority to:

- a) Enter into Development Agreements on behalf of the Town with respect to, among other things, the collection of Offsite Levies;
- b) Defer collection of Offsite Levies imposed pursuant to this Bylaw; and
- c) Require security for payment of any deferred levies.

6.2. The Chief Administrative Officer may delegate the authority to enforce and administer this Bylaw.

7. ANNUAL REPORT

7.1. To maintain the requirements of the Municipal Government Act, on or before December 31 of each calendar year, the Chief Administrative Officer, or their designate, shall provide an annual report to Council regarding the Offsite Levies imposed under this bylaw, including:

- a) Offsite Infrastructure constructed during the previous calendar year;

- b) Construction costs of Offsite Infrastructure constructed in the previous calendar year;
- c) Estimated construction costs for Offsite Infrastructure yet to be constructed and an explanation as to any adjustments to the estimates since the previous annual report;
- d) Amount collected in Offsite Levies; and
- e) Specifics of total value of Offsite Levies being held by the Town and yet to be expended on Offsite Infrastructure, interest earned and commitments for future expenditures of such monies

8. ACCOUNTING

- 8.1. All funds collected pursuant to this Bylaw shall be accounted for in a special fund for each category of infrastructure and expended only as permitted under the Municipal Government Act

9. REVIEW

- 9.1. The Town shall review the rates for Offsite Levies annually and, if required, shall amend this Bylaw accordingly to update the rates for Offsite Levies

10. GENERAL

- 10.1. Nothing in this Bylaw precludes the Town from:
 - a) Imposing further or different levies, duly enacted by Bylaw, on any portion of the Developable Lands in respect of which the Town has not collected Offsite Levies;
 - b) Deferring collection of Offsite Levies of any portion of Developable Lands, including requiring security for payment of such deferred levies; or
 - c) Reducing payment of the Offsite Levies required pursuant to this Bylaw, or otherwise providing for credits for other Offsite Infrastructure or oversize Infrastructure constructed by a developer in calculating and/or collecting the Offsite Levies that become payable to this Bylaw
- 10.2. Schedules "A" and "B" to this Bylaw, and specifically, without restricting the generality of the foregoing, the rates for the Offsite Levies set out in the Report, may be updated or amended from time to time by amendment to this Bylaw
- 10.3. The Report (Schedule "C") provides information on the approach and methods used to calculate Offsite Levies in this Bylaw

- 10.4. If any term, clause or condition of the Bylaw or application thereof is found to be invalid or unenforceable, the remainder of this Bylaw or the application of such term, clause or condition shall not be affected and shall remain in force and effect

11. DEFAULT OF PAYMENT

- 11.1. If the registered owner of land fails, neglects, or refuses to pay an Offsite Levy imposed on the land:
- a) Council may cause the levy to be added to the tax roll as a charge against the lands, or on a pro rata basis against each lot within the area in respect of which the Offsite Levies are payable under an Agreement as taxes, and with the same priority as to lien and to payment thereof as in the case of ordinary municipal taxes; or
 - b) The issuance of final Subdivision documents, Development Permits, or Building Permits may be withheld until the owner or purchaser has entered into the Agreement or paid the outstanding levy

12. TRANSITION

- 12.1. This Bylaw applies to:
- a) Any Subdivision where the date of subdivision approval occurs on or after the date this Bylaw comes into force; and
 - b) Any Development where the date of issuance of a development permit occurs on or after the date this Bylaw comes into force
- 12.2. Development Agreements entered into prior to the enactment of this Bylaw shall remain valid and in effect
- 12.3. Any Offsite Levies payable under Development Agreements entered into prior to the enactment of the Bylaw, are confirmed and shall continue to be payable notwithstanding the repeal of previous Offsite Levy Bylaws pursuant to Section 13.1

13. ENACTMENT

- 13.1. The Bylaw 21-07 and any amendments thereto is hereby repealed
- 13.2. This Bylaw shall come into full force and effect upon third and final reading

READ a first time this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

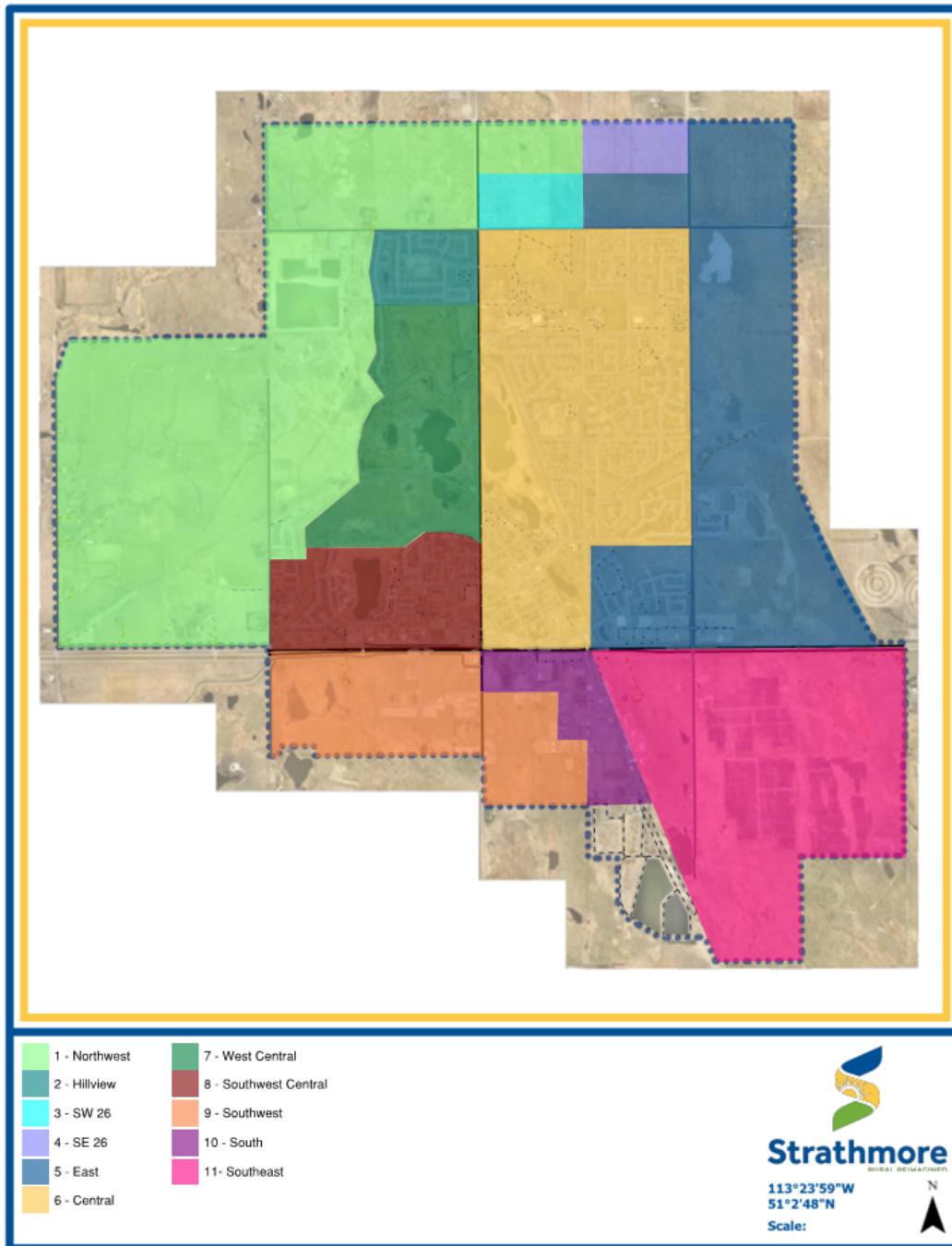
READ a third and final time this _____ day of _____, 2024.

Mayor

Director of Strategic, Administrative
and Financial Services

SCHEDULE "A"

GEOGRAPHIC AREA MAP – DEVELOPABLE LANDS



SCHEDULE "B"

OFFSITE LEVY RATES BY AREA (PER HECTARE)

AREA	Transportation	Water	Sanitary	Stormwater	TOTAL
1	\$71,354	\$42,645	\$58,393	\$2,507	\$174,900
2	\$71,354	\$42,645	\$7,204	\$18,134	\$139,337
3	\$71,330	\$44,267	\$19,721	\$28,986	\$165,305
4	\$71,330	\$44,267	\$24,400	\$5,050	\$146,047
5	\$71,354	\$42,645	\$24,400	\$33,899	\$172,297
6	\$71,354	\$42,645	\$7,204	\$26,443	\$147,646
7	\$71,354	\$42,645	\$7,204	\$26,443	\$147,646
8	\$71,354	\$42,645	\$-	\$26,443	\$140,443
9	\$71,354	\$42,645	\$9,418	\$26,443	\$149,861
10	\$71,354	\$42,645	\$3,819	\$26,443	\$144,262
11	\$71,330	\$44,267	\$324	\$36,441	\$153,363

SCHEDULE "C"

**TOWN OF STRATHMORE: OFFSITE LEVY RATES REVIEW
APRIL 11, 2024
CORVUS BUSINESS ADVISORS**

(Document Attached)



Town of Strathmore: Offsite Levy Rates Review

April 11th, 2024

Prepared by:

Greg Weiss, President
CORVUS Business Advisors
9670 – 95 Avenue
Edmonton, AB T6C 2A4
(780) 428-4110
gweiss@corvusbusinessadvisors.com
www.corvusbusinessadvisors.com

This document has been prepared by CORVUS Business Advisors for the sole purpose and exclusive use of the Town of Strathmore.

April 11th, 2024

Town of Strathmore
Box 2280, 1 Parklane Dr.
Strathmore AB
T1P 1K2

RE: Town of Strathmore: Offsite Levy Rates Review

Enclosed is our report in support of the Strathmore's offsite levy rate update. If you have any questions do not hesitate to contact me.

Sincerely,

A handwritten signature in dark ink, appearing to read "Greg Weiss", followed by a long horizontal line.

Greg Weiss
President

1 DOCUMENT INFORMATION

Revision Date	Description
April 11 th , 2024	Final

2 CONTENTS

1	DOCUMENT INFORMATION	I
2	CONTENTS	II
3	INTRODUCTION	3
3.1	OVERVIEW	3
3.2	SCOPE AND APPROACH	3
3.3	METHODOLOGY	4
4	KEY FINDINGS	4
5	RATE UPDATES	7
6	RECOMMENDATIONS	9
7	ACKNOWLEDGEMENTS	10
8	DISCLAIMER	10
	APPENDIX A: OFFSITE LEVY AREAS AND LAND STAGING	11
	APPENDIX B: TRANSPORTATION	15
	APPENDIX C: WATER	25
	APPENDIX D: SANITARY	35
	APPENDIX E: STORMWATER	44
	APPENDIX F: OFFSITE INFRASTRUCTURE DEFINITIONS	52
	APPENDIX G: COMPARISON OF RATES	54
	APPENDIX H: RATE CALCULATION	55

3 INTRODUCTION

3.1 Overview

Bylaw 21-07, established by the Town of Strathmore ("the Town") in 2021, defines offsite levy charges for transportation, water, sanitary, and stormwater offsite infrastructure. The Town wishes to update this bylaw, amending offsite infrastructure included in the bylaw in alignment with the Town's recent actual expenditures, receipts, latest capital/master plans, and ensuring updated costs and development forecasts are reflected fairly and equitably in new rates, thereby ensuring a financially sustainable community.

This report outlines the methodology and information used in establishing updated transportation, water, sanitary, and stormwater offsite levy rates for the Town.

3.2 Scope and Approach

The Town has various infrastructure capital/master plans, and these plans have been used by Town staff as a start point for developing key information for this offsite levy review. Town staff reviewed existing plans and verified offsite projects for roads, water, sanitary, and drainage infrastructure¹. The Town's review also included verification of benefits to existing development, future development, and benefiting areas.

Support provided by CORVUS Business Advisors ("CORVUS") included:

- Development and implementation of the offsite levy model—configuration, priming, and data loading.
- Incorporation of area measurements and land development forecasts (provided by Town staff).
- Incorporation of infrastructure costs and allocation percentages for existing development, new development, and other parties (provided by Town staff).
- Determination of reserve opening balances (historical reconciliation details provided by Town staff).
- Determination of roads, water, sanitary, and drainage levy rates.
- Preparation of the offsite levy report
- Presentation of results.

Offsite levy rates are forecast using a rolling 25-year review period. During this review, a cut-off date of December 31st, 2023 was established in alignment with the Town's most recent year-end. Accordingly, the review period stems from **2024 to 2048**. Project expenditures, receipts etc. were gathered as "actuals" from the Town's financial records up to the cut-off date. Beyond the cut-off date, all financial details are estimates. When the Town completes

¹ It was not within CORVUS' scope of work to review the Town's capital/master plans. Plans were reviewed and refined by Town staff and their engineering advisors.

its next rate update, information from January 1st, 2024 up to the new cut-off date will be converted from estimates to actuals, and the rolling 25-year review period will move further out.

3.3 Methodology

Rates are calculated using as an advanced cost-over-area approach, with “base” rates adjusted to ensure forecast levy account balances reach zero at the end of the 25-year review period. A detailed description of the calculation is included in Appendix H.

4 KEY FINDINGS

The following provides a summary of key findings pertaining to the updating of the Town’s offsite levy rates:

Offsite Infrastructure Costs. Offsite infrastructure costs to be included in the offsite levy bylaw total approximately **\$299.83 million**. An overview of offsite infrastructure costs and maps is provided in Appendices B1 (Transportation), C1 (Water), D1 (Sanitary), and E1 (Stormwater); and a definition of each offsite infrastructure type is provided in Appendix F.

Before determining how infrastructure costs will be allocated to parties that benefit (e.g., existing/residual development, future development, other municipalities etc.), financing provided by way of special ear-marked grants and other contributions are deducted from offsite infrastructure costs. For this review, the Town identified approximately **\$0.23 million** in ear-marked grants and contributions. An overview of ear-marked grants and contributions and resulting net costs is provided in Appendices B2, C2, D2, and E2.

The share of costs which benefits existing/residual development (the Town’s share) is **\$32.09 million**; and the share of costs which benefits other stakeholders (e.g., neighbouring municipalities) is **\$0.00**.

The share of costs which benefits future development totals approximately **\$267.51 million (\$98.77 million + \$168.74 million)** and is based on the allocations shown in Appendices B4, C4, D4, and E4. However, **\$98.77 million** of the cost which benefits future development is deemed beyond the 25-year review period (called “financial oversizing”). Financial oversizing is a pro-rated amount based on the anticipated year of construction (i.e., construction staging) which is provided in Appendices B3, C3, D3, and E3.

Of the **\$267.51 million** in total offsite infrastructure costs which benefits future development, the portion that is deemed within the 25-year review period and included in rates today (the offsite levy share) is approximately **\$168.74 million**, as shown in the table below. A summary of offsite infrastructure net cost “flow-thru” is provided in Appendices B6, C6, D6, and E6.

Summary of Infrastructure Costs & Allocations

Infrastructure	Special Grants & Contributions	Muni Share of Costs	Other Stakeholders' Share of Costs	Developer Cost Beyond 25 Yrs (Financial Oversizing)	Developer Costs (In Rates)	Total Costs
Transportation	\$ 230,915	\$ 17,808,257	\$ -	\$ 25,986,569	\$ 45,246,458	\$ 89,272,200
Water	\$ -	\$ 12,501,472	\$ -	\$ 46,438,853	\$ 66,176,417	\$ 125,116,741
Sanitary	\$ -	\$ 1,776,196	\$ -	\$ 22,932,412	\$ 39,975,620	\$ 64,684,228
Stormwater	\$ -	\$ -	\$ -	\$ 3,407,254	\$ 17,345,222	\$ 20,752,476
Total	\$ 230,915	\$ 32,085,924	\$ -	\$ 98,765,088	\$ 168,743,717	\$ 299,825,645

Offsite Levy Collections. Before allocating infrastructure costs to benefitting lands, offsite levy costs must be reduced by the total levies collected to date. Up to **December 31st, 2023**, the Town collected approximately **\$6.02 million** in offsite levies as summarized in the table below. Details associated with levy collections are shown in Appendices B5, C5, D5, and E5.

Summary of Levies Collected to Date

Levies Collected To Date	
Transportation	\$ 633,052
Water	\$ 2,274,813
Sanitary	\$ 1,399,870
Stormwater	\$ 1,716,491
Total	\$ 6,024,226

Offsite Levy Areas and Forecast Development. To facilitate the allocation of infrastructure costs to those lands that benefit from the infrastructure, the Town is parsed into 11 offsite levy areas. The area boundaries, numbering schema, and area measurements are described in Appendix A along with an offsite levy map. An overview of offsite infrastructure allocations to each benefitting area is provided in Appendices B7, C7, D7, and E7.

To calculate offsite levy rates, it is necessary to forecast the amount of land that will develop during the 25-year review period. Land development forms the denominator of the rate calculation. A larger denominator reduces rates but could potentially result in under-collection thereby placing an increased burden on taxpayers. A smaller denominator increases rates but could potentially result in over-collection thereby placing an increased burden on future development. Accordingly, land development forecasts need to be: (a) reasonable and reflect current planning assumptions including the current pace of development in the community, and (b) updated regularly.

For this review, the Town is forecasting development of approximately **793 ha.** during the 25-year review period (the land development forecast is shown in Appendix A). This is a reduction since the last update. A decrease in land development puts upward pressure on rates, all other things being equal.

Offsite Levy Reserves. The Town is currently managing offsite levy receipts and

withdrawals via four accounts (i.e., one account for each infrastructure type), and this in alignment with MGA requirements. The reason the MGA stipulates the requirement for separate accounts is because offsite levies can only be used to construct the type of infrastructure for which they were collected (e.g., water levies can only be used to construct water offsite infrastructure, not sanitary infrastructure etc.).

Interest. Offsite levy account balances (both actual and forecast) are impacted by interest. Actual reserve inflows and forecast reserve balances that are in a positive/surplus position earn interest (as required by the MGA). Actual reserve outflows and forecast reserve balances that are in a negative/deficit position are charged interest (forecast balances that are negative indicate the requirement for front-ending). An overview of account adjustments is discussed further below, and interest rates and forecast balances over the 25-year review period are shown in Appendices B9, C9, D9, and E9.

Front-ending Approach. Front-ending is an extremely important concept that underpins rigorous management of offsite levies. Front-ending represents monies owed by future development to the front-ending party (municipality or developer) for past construction undertaken on behalf of future development—i.e., a front-ending party will often pay for its share of an offsite infrastructure project in addition to that portion of the project which benefits future development when offsite levy reserve balances are insufficient.

There are 2 alternatives for repaying front-ending debts to claimants: (1) the First-In First-Out (FIFO) approach, and (2) the Average Outstanding Claim (AOC) approach. The FIFO approach can create: (a) stagnation of development, and (b) increased pressure on the municipality (i.e., taxpayers) to front-end. Accordingly, it is recommended that the Town establish an offsite levy policy framework that includes an AOC approach for repayment of front-ending.

Under the AOC approach, claimants share distributions based on their proportionate share of outstanding claims. For example, Developer A fronts a \$1 million piece of infrastructure in 2016. The Town front-ends a \$0.5 million piece of infrastructure in 2017. And Developer B is contemplating front-ending a \$0.5 million piece of infrastructure in the future. Using the AOC approach, offsite levy collections are shared between Developer A (66.6% of distributions) and the Town (33.3% of distributions) until fully repaid². If Developer B chooses to front-end in the future, then future claim reimbursements would be shared amongst Developer A (50% of distributions) and the Town (25% of distributions) and Developer B (25% of distributions) until repaid³. This approach is preferred, as it ensures regular positive cash flow to all claimants, and therefore no disincentive to future front-ending.

It is our understanding that (with the exception of water project #22 which is discussed in Section 6) all offsite projects constructed prior to 2021 whose portion of cost was allocated

² $\$1,000,000 / (\$1,000,000 + \$500,000) = 66.6\%$. $\$500,000 / (\$1,000,000 + \$500,000) = 33.3\%$.

³ $\$1,000,000 / (\$1,000,000 + \$500,000 + \$500,000) = 50\%$. $\$500,000 / (\$1,000,000 + \$500,000 + \$500,000) = 25\%$.

to development, were financed via the offsite levy accounts. As such, there was no Town front-ending prior to 2021 and all offsite levy accounts maintained a surplus balance at end-2020.

Offsite Levy Account Balances. At end-2023, the Town is showing a balance of \$335,109 in the transportation account. However, after adjustments the balance in the transportation account should be amended to reflect a surplus of approximately **\$377,710** at end 2023. A complete reconciliation of the transportation account balance is provided in Appendix B8.

At end-2023, the Town is showing a balance of \$1,300,469 in the water account. However, after adjustments the balance in the water account should be amended to a surplus of approximately **\$1,163,577** at end 2023. A complete reconciliation of the water account balance is provided in Appendix C8.

At end-2023, the Town is showing a balance of \$1,114,633 in the sanitary account. However, after adjustments the balance in the sanitary account should be amended to a surplus of approximately **\$1,185,328** at end 2023. A complete reconciliation of the sanitary account balance is provided in Appendix D8.

At end-2023, the Town is showing a balance of \$1,757,639 in the stormwater account. However, after adjustments the balance in the stormwater account should be amended to a surplus of approximately **\$1,777,403** at end 2023. A complete reconciliation of the sanitary account balance is provided in Appendix E8.

5 RATE UPDATES

For future development to pay for its current share of the **\$299.83 million** offsite infrastructure costs contained in the Town's capital plans, rates are approximately **\$165,342** per net hectare on a weighted average basis, as shown in the tables below. A comparison of rates to other municipalities is shown in Appendix G.

The primary reason for the increase in rates is the decrease in forecast land development, and the increase in interest rates.

Offsite Levy Rates (Per Net Hectare): High, Low, & Averages⁴

	Transportation	Water	Sanitary	Stormwater	Total
High	\$ 72,330	\$ 44,267	\$ 58,393	\$ 36,441	\$ 174,900
Low	\$ 71,354	\$ 42,645	\$ -	\$ 2,507	\$ 139,337
Weighted Average	\$ 71,491	\$ 42,874	\$ 30,656	\$ 20,322	\$ 165,342

Summary of Offsite Levy Rates by Area (Per Net Hectare)

Area #	Transportation	Water	Sanitary	Stormwater	Total
1.0	\$ 71,354	\$ 42,645	\$ 58,393	\$ 2,507	\$ 174,900
2.0	\$ 71,354	\$ 42,645	\$ 7,204	\$ 18,134	\$ 139,337
3.0	\$ 72,330	\$ 44,267	\$ 19,721	\$ 28,986	\$ 165,305
4.0	\$ 72,330	\$ 44,267	\$ 24,400	\$ 5,050	\$ 146,047
5.0	\$ 71,354	\$ 42,645	\$ 24,400	\$ 33,899	\$ 172,297
6.0	\$ 71,354	\$ 42,645	\$ 7,204	\$ 26,443	\$ 147,646
7.0	\$ 71,354	\$ 42,645	\$ 7,204	\$ 26,443	\$ 147,646
8.0	\$ 71,354	\$ 42,645	\$ -	\$ 26,443	\$ 140,443
9.0	\$ 71,354	\$ 42,645	\$ 9,418	\$ 26,443	\$ 149,861
10.0	\$ 71,354	\$ 42,645	\$ 3,819	\$ 26,443	\$ 144,262
11.0	\$ 72,330	\$ 44,267	\$ 324	\$ 36,441	\$ 153,363

⁴ Highs, Lows, and Averages are shown for information purposes only. Developers pay the actual rate applicable to their specific development area.

6 RECOMMENDATIONS

In addition to implementing the offsite levy rates outlined in *Section 5*, CORVUS recommends the following:

1. Amend the Town account records and balances to align with the account balances in the offsite levy model and described in Appendices B8, C8, D8, and E8; and in so doing, withdraw excess funds (if any) to pay down front-ending claims, or top-up account shortfalls as required.
2. Establish a formal and regular communication and documentation process between the Finance, Planning, and Engineering departments to enable the accurate documentation of offsite levy expenditures and front-ending details.
3. Ensure withdrawals from offsite levy accounts are limited to only that portion of project cost for which future development is responsible (i.e., Project Cost X Developer Share %).
4. During the reconciliation of future account balances, ensure the interest earning and charge rates that underpin the offsite levy bylaw for that specific time period are used to determine reserve interest impacts.
5. It is our understanding that water project #22 was front-ended by a local developer, and the Town has an agreement in place to repay the front-ended amount over several years. However, it is also our understanding that front-ending repayments to date have from an account other than the offsite levy account. As this project benefits development 100%, the Town's repayments to date should be reimbursed from the water offsite levy account, and future front-ending repayments should be made directly from the water offsite levy account.
6. Changes to the MGA in 2017 enable municipalities to charge offsite levies for recreation, fire, police, library, and interchange facilities. Town Administration and Council should consider whether it wishes to adopt such levies in the future and, if so, begin developing the necessary supporting documentation that will be needed to support such levies. Support documentation requirements for these new levies are outlined in Section 648 of the *Municipal Government Act* and *Regulation AR 187/2017*.

7 ACKNOWLEDGEMENTS

CORVUS Business Advisors would like to thank all Town of Strathmore staff from Engineering, Planning, and Finance who supported the work of this review.

8 DISCLAIMER

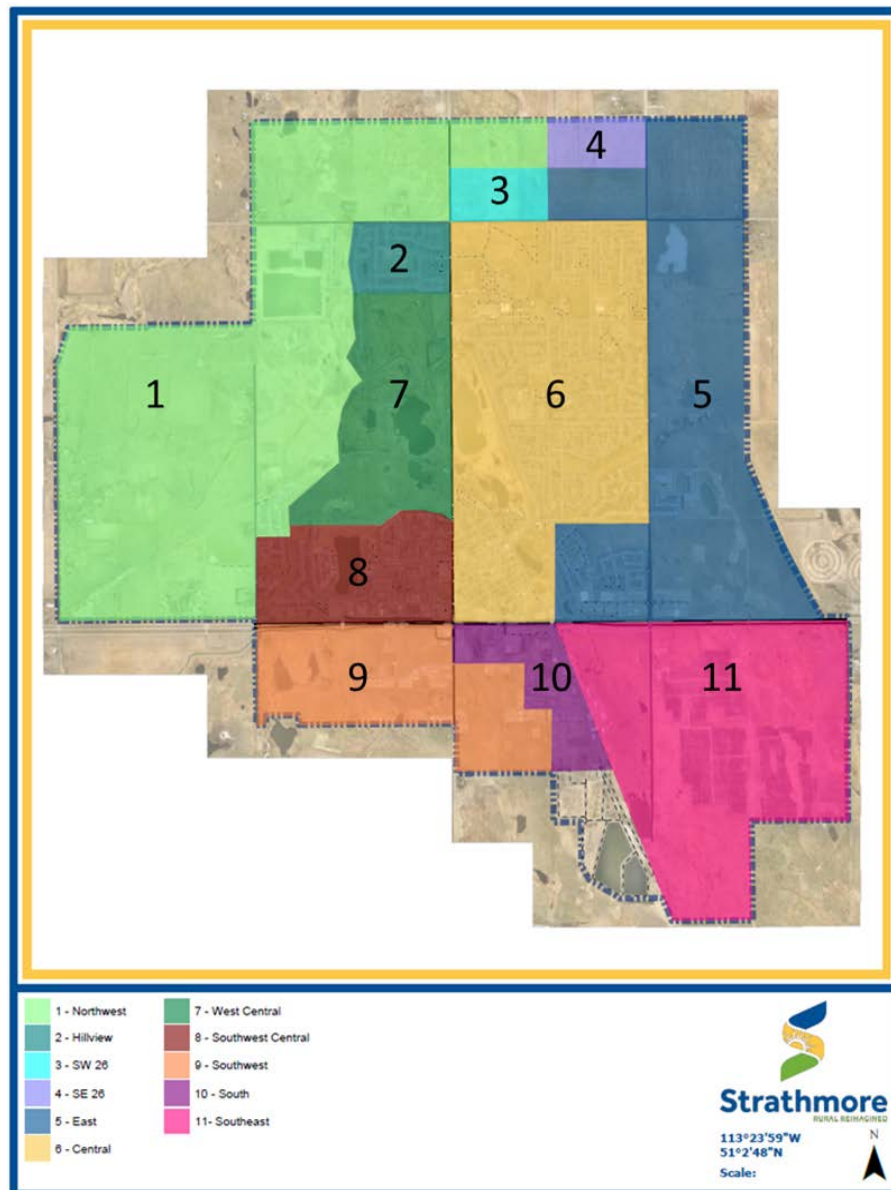
CORVUS Business Advisor has relied upon The Town of Strathmore and its advisors to provide all of the data and information used to construct the offsite levy model and create the rates, such as planning data and assumptions, development forecasts and assumptions, infrastructure costs and costs estimates, allocations to benefitting parties, allocation to benefitting areas, and other assumptions etc. As such, CORVUS Business Advisors makes no guarantee as to the accuracy of the input data and information provided by these groups or the results that stem from this data and information.

Offsite levy rates are not intended to stay static; they are based upon assumptions and the best available information of the day. Planning assumptions, cost estimates etc. can change each year. Accordingly, the Municipal Government Act requires that offsite levy rates be updated with the most available information on a regular basis (usually annually). When information changes, it will be reflected in a future update, and rates adjusted accordingly.

APPENDIX A: OFFSITE LEVY AREAS AND LAND STAGING

During this review, the Town's offsite levy area were amended and organized into **11** offsite levy areas, as shown in the map below to, In so doing: (1) offsite levy area boundaries align with infrastructure benefiting basin described in the Town's master plans, and (2) the amended areas ensure coverage of all Town lands—this is a leading practice and ensures any undeveloped land or redeveloped lands that have not paid levies previously are included in the bylaw. All offsite levy infrastructure costs are allocated to one or more areas.

Offsite Levy Areas



Total net development area at end 2023, the amount of land available for development in all offsite levy areas, was approximately **1,340 ha**. In calculating net development area, allowances have been made for environmental reserves, municipal reserves, and arterial road right of way and other deductions. From 2023 onward, this calculation will remain static, and the Town's model will automatically deduct lands that are developed from the bank of available lands.

Offsite Levy Net Development Area^{5,6}

Area Ref. #	Development Area Location	Gross Area (ha.)	Environmental Reserves (ha.)	Sub-total	Municipal Reserves	Arterial Right of Way and Other Deductions (ha.)	Net Development Area (ha.)
1.5	Northwest	692.40	15.00	677.40	67.74	12.80	596.86
2.5	Hillview	-	-	-	-	-	-
3.5	SW 26	32.40	-	32.40	3.24	-	29.16
4.5	SE 26	32.40	-	32.40	3.24	-	29.16
5.5	East	390.20	18.10	372.10	37.21	13.10	321.79
6.5	Central	15.00	-	15.00	1.50	-	13.50
7.5	West Central	58.10	-	58.10	5.81	4.00	48.29
8.5	Southwest Central	6.80	-	6.80	0.68	-	6.12
9.5	Southwest	147.90	11.10	136.80	13.68	3.40	119.72
10.5	South	5.00	-	5.00	0.50	-	4.50
11.5	Southeast	240.20	37.50	202.70	20.27	11.40	171.03
		1,620.40	81.70	1,538.70	153.87	44.70	1,340.13

Summary of Offsite Levy Net Development Area

Description	ha.
Gross Development Area	1,620.40
Less Environment Reserve	81.70
Less Municipal Reserve	153.87
Less ROW Allowance	44.70
Net Development Area	1,340.13

*Note: 1 Hectare (ha.) = ~2.47 Acres

Net development area definitions will be applied in determining offsite levy obligations of developers on application for subdivision or development within The Town of Strathmore. Net development area is defined as follows:

- Gross Area – The area of lands to be developed in hectares that have not previously paid an offsite levy.
 - Less: Any environmental reserves contained within the development area Including environmental reserves and environmental easements.
 - Less: A 10% allowance for Municipal Reserves.
 - Less: The measurement of arterial road right of way that bisects the development lands.

⁵ Area measurements were provided by Town staff.

⁶ The Town's offsite levy model allows for 5 different land types. All lands are included in the fifth designation, hence the area reference of ".5". This has no bearing on rates.

- Equals: Net Developable Area, which is the area subject to offsite levies.

A rate planning period of 25 years underpins the offsite levy model and rate calculations. Many municipalities use this planning period as it provides a reasonable timeframe to recoup the costs associated with offsite levy infrastructure construction, and it aligns with the timeframes of many municipal capital planning and construction cycles.

Of the **1,140 ha.** of net land available across all offsite levy areas, planners estimate that approximately **793 ha. (59%)** will develop during the next 25-years (the rate planning period) as shown in the tables below.

Summary of Anticipated Development during the 25 Year Rate Planning Period

Developed In Next 25 Years	793.04	59.2%
Developed Beyond 25 Years	547.09	40.8%
Net Development Area	1,340.13	

Anticipated Development during the 25 Year Rate Planning Period

Area Ref. #	Development Area Location	Area Developed in Next 25 years (Net ha.)	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048
1.5	Northwest	299,500	9.30	9.30	9.30	9.30	9.30	9.30	9.30	9.30	9.30	9.30	9.30	9.30	9.30	9.30	9.30	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00	16.00
2.5	Hillview	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.5	SW 26	29,160	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	5.83	5.83	5.83	5.83	5.84	-	-	-	-	-
4.5	SE 26	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.5	East	189,800	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	6.49	12.00	12.00	12.00	12.00	12.00
6.5	Central	13,500	1.35	1.35	1.35	1.35	1.35	1.35	1.35	1.35	1.35	1.35	1.35	-	-	-	-	-	-	-	-	-	-	-	-	-	-
7.5	West Central	48,290	4.83	4.83	4.83	4.83	4.83	4.83	4.83	4.83	4.83	4.83	4.83	-	-	-	-	-	-	-	-	-	-	-	-	-	-
8.5	Southwest Central	6,120	1.53	1.53	1.53	1.53	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
9.5	Southwest	119,670	6.57	6.57	6.57	6.57	6.57	6.57	4.90	4.90	4.90	4.90	4.90	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	4.00	3.75
10.5	South	4,500	0.90	0.90	0.90	0.90	0.90	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
11.5	Southeast	82,500	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.75	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
		793.04	34.72	34.72	34.72	34.72	33.19	32.29	30.62	30.62	30.62	30.62	23.69	22.79	22.79	22.79	22.79	35.32	35.32	35.32	35.32	35.33	35.00	35.00	35.00	35.00	34.75

APPENDIX B: TRANSPORTATION

B1. Transportation Offsite Infrastructure

To support future growth, transportation offsite infrastructure is required. The estimated cost of this infrastructure is based upon: (a) actual construction costs to the cut-off date, (b) future debenture interest associated with financing, and (c) future cost estimates. Total cost is approximately **\$89.25 million** (in current dollars) as outlined in the table below. Actual construction expenditures, financing charges (if any), and future cost estimates were provided by Town staff. It is important to note that these costs represent “gross” costs, of which only a portion will go to support development during the 25-year review period. The remainder of this section outlines how the “net” costs for development are determined.

Summary of Transportation Offsite Infrastructure

Item	Project Description	Cost of Completed Work	Future Debenture Interest	Estimated Cost of Work Yet to be Completed	Total Project Cost
1	Wildflower Road - Phase 1	\$ -	\$ -	\$ 2,537,500	\$ 2,537,500
2	Wildflower Road - Phase 2	\$ -	\$ -	\$ 7,032,500	\$ 7,032,500
3	Wildflower Road - Phase 3	\$ -	\$ -	\$ 4,845,000	\$ 4,845,000
4	Highway 1 & Wheatland Trail Intersection Upgrades	\$ -	\$ -	\$ 137,274	\$ 137,274
5	George Freeman Trail Upgrades (Parklane to Archie Klaiber Trail)	\$ -	\$ -	\$ 8,990,000	\$ 8,990,000
6	Wheatland Trail Twinning	\$ -	\$ -	\$ 3,114,377	\$ 3,114,377
7	Highway 1/Wildflower Road Signalization	\$ -	\$ -	\$ 1,160,000	\$ 1,160,000
8	Wheatland Trail & Westcreek Access	\$ -	\$ -	\$ 1,139,695	\$ 1,139,695
9	TWP Road 244 & Lakewood Circle Intersection	\$ -	\$ -	\$ 766,940	\$ 766,940
10	TWP Road 244 & Wheatland Trail Intersection	\$ -	\$ -	\$ 362,500	\$ 362,500
11	Highway 1 Signal Timing	\$ -	\$ -	\$ 54,994	\$ 54,994
12	George Freeman Trail Twinning (Parklane Drive to Centennial Drive)	\$ -	\$ -	\$ 4,338,752	\$ 4,338,752
13	Highway 1 & Wildflower Road Intersection Upgrades	\$ -	\$ -	\$ 141,413	\$ 141,413
14	Highway 1 & George Freeman Trail Intersection Upgrades	\$ -	\$ -	\$ 112,607	\$ 112,607
15	Highway 1 & Edgefield Access Intersection Upgrades	\$ -	\$ -	\$ 1,403,652	\$ 1,403,652
16	TWP Road 244 Upgrades (Boundary to Boundary)	\$ -	\$ -	\$ 12,414,609	\$ 12,414,609
17	Wheatland Trail Upgrades (Boundary to Boundary)	\$ -	\$ -	\$ 8,276,436	\$ 8,276,436
18	George Freeman Trail Twinning (Centennial Drive to Brent Blvd)	\$ -	\$ -	\$ 3,310,563	\$ 3,310,563
19	Brent Boulevard Upgrade	\$ -	\$ -	\$ 1,704,790	\$ 1,704,790
20	George Freeman Trail Twinning (Brent Blvd to TWP Road 244)	\$ -	\$ -	\$ 3,310,563	\$ 3,310,563
21	Westcreek/Wildflower Arterial (Wheatland Trail to WID Canal)	\$ -	\$ -	\$ 7,862,586	\$ 7,862,586
22	Westcreek/Wildflower Arterial (WID Canal to Wildflower Road)	\$ -	\$ -	\$ 6,207,305	\$ 6,207,305
23	Westcreek Wildflower Arterial Bridge	\$ -	\$ -	\$ 3,475,615	\$ 3,475,615
24	Westmount Road Extension (South of Highway 1)	\$ -	\$ -	\$ 2,482,922	\$ 2,482,922
25	Strathford Boulevard & Township Road 244 Intersection	\$ -	\$ -	\$ 342,195	\$ 342,195
26	George Freeman Trail & Township Road 244 Intersection	\$ -	\$ -	\$ 342,195	\$ 342,195
27	Wheatland Trail & Hillview Drive Intersection	\$ -	\$ -	\$ 446,341	\$ 446,341
28	Wheatland Trail & Brent Boulevard Intersection	\$ -	\$ -	\$ 446,341	\$ 446,341
29	George Freeman Trail & Brent Boulevard Intersection	\$ -	\$ -	\$ 342,195	\$ 342,195
30	George Freeman Trail & Centennial Drive Intersection	\$ -	\$ -	\$ 342,195	\$ 342,195
31	Wheatland Trail & Westmount Drive Intersection	\$ -	\$ -	\$ 446,341	\$ 446,341
32	Wheatland Trail & 2 Avenue Intersection	\$ -	\$ -	\$ 446,341	\$ 446,341
33	Centre Street & Archie Klaiber Trail Intersection	\$ -	\$ -	\$ 342,195	\$ 342,195
34	Lakeside Blvd & Archie Klaiber Trail Intersection	\$ 593,265	\$ -	\$ -	\$ 593,265
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ -	\$ -	\$ -
		\$ 593,265	\$ -	\$ 88,678,935	\$ 89,272,200

*Past expenditures include past financing expenditures (interest) if any.

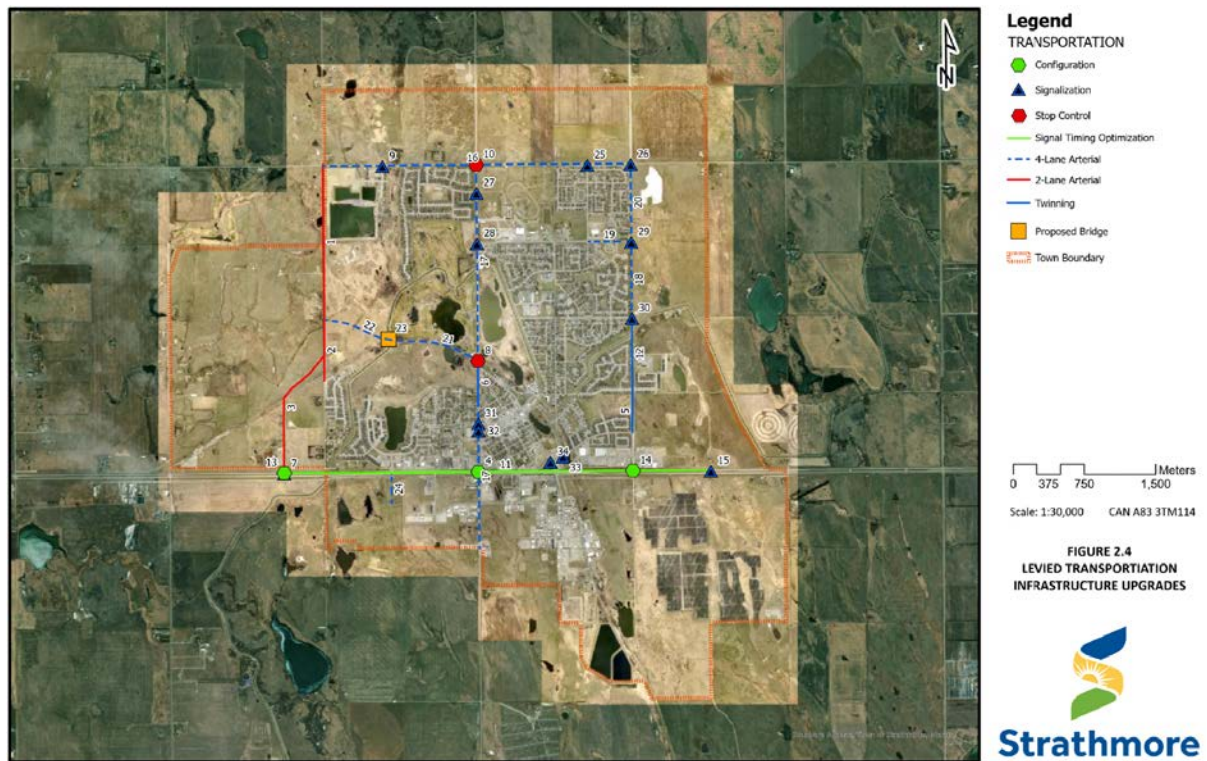
**Costs estimates provided by Town staff.

***Estimates include engineering and contingencies.

****Missing project numbers (if any) stem from projects that were deleted. However, certain deleted projects may be showing if a net project “credit” remains.

*****Unallocated levies collected to end-2020 (if any) are included in project #100 and credited 100% to future development and to offsite levy areas where development occurred prior to 2020 (see *Section B5*).

*****Offsite infrastructure definitions are described in Appendix F.



B2. Transportation Offsite Infrastructure Grants & Contributions to Date

The MGA enables the Town to allocate the costs of offsite infrastructure to development, other than those costs that have been provided by way of special ear-marked grant or contribution (i.e., contributed infrastructure). The Town has/will receive **\$0.23 million** in special ear-marked grants or contributions for transportation offsite levy infrastructure as shown in the table below (note, if the Town receives other ear-marked grants or contributions in the future, it will be reflected in one of the annual updates and rates adjusted accordingly). The result is that the total reduced project estimated cost is **\$89.04 million**.

Special Grants and Contributions for Transportation Offsite Infrastructure

Item	Project Description	Total Project Cost	Special Provincial Grants (Historic & Future)	Developer Agreement Contributions (Historic & Future)	Reduced Project Cost
1	Wildflower Road - Phase 1	\$ 2,537,500	\$ -	\$ -	\$ 2,537,500
2	Wildflower Road - Phase 2	\$ 7,032,500	\$ -	\$ -	\$ 7,032,500
3	Wildflower Road - Phase 3	\$ 4,845,000	\$ -	\$ -	\$ 4,845,000
4	Highway 1 & Wheatland Trail Intersection Upgrades	\$ 137,274	\$ -	\$ -	\$ 137,274
5	George Freeman Trail Upgrades (Parklane to Archie Klaiber Trail)	\$ 8,990,000	\$ -	\$ -	\$ 8,990,000
6	Wheatland Trail Twinning	\$ 3,114,377	\$ -	\$ -	\$ 3,114,377
7	Highway 1/Wildflower Road Signalization	\$ 1,160,000	\$ -	\$ -	\$ 1,160,000
8	Wheatland Trail & Westcreek Access	\$ 1,139,695	\$ -	\$ -	\$ 1,139,695
9	TWP Road 244 & Lakewood Circle Intersection	\$ 766,940	\$ -	\$ -	\$ 766,940
10	TWP Road 244 & Wheatland Trail Intersection	\$ 362,500	\$ -	\$ -	\$ 362,500
11	Highway 1 Signal Timing	\$ 54,994	\$ -	\$ -	\$ 54,994
12	George Freeman Trail Twinning (Parklane Drive to Centennial Drive)	\$ 4,338,752	\$ -	\$ -	\$ 4,338,752
13	Highway 1 & Wildflower Road Intersection Upgrades	\$ 141,413	\$ -	\$ -	\$ 141,413
14	Highway 1 & George Freeman Trail Intersection Upgrades	\$ 112,607	\$ -	\$ -	\$ 112,607
15	Highway 1 & Edgefield Access Intersection Upgrades	\$ 1,403,652	\$ -	\$ -	\$ 1,403,652
16	TWP Road 244 Upgrades (Boundary to Boundary)	\$ 12,414,609	\$ -	\$ -	\$ 12,414,609
17	Wheatland Trail Upgrades (Boundary to Boundary)	\$ 8,276,436	\$ -	\$ -	\$ 8,276,436
18	George Freeman Trail Twinning (Centennial Drive to Brent Blvd)	\$ 3,310,563	\$ -	\$ -	\$ 3,310,563
19	Brent Boulevard Upgrade	\$ 1,704,790	\$ -	\$ -	\$ 1,704,790
20	George Freeman Trail Twinning (Brent Blvd to TWP Road 244)	\$ 3,310,563	\$ -	\$ -	\$ 3,310,563
21	Westcreek/Wildflower Arterial (Wheatland Trail to WID Canal)	\$ 7,862,586	\$ -	\$ -	\$ 7,862,586
22	Westcreek/Wildflower Arterial (WID Canal to Wildflower Road)	\$ 6,207,305	\$ -	\$ -	\$ 6,207,305
23	Westcreek Wildflower Arterial Bridge	\$ 3,475,615	\$ -	\$ -	\$ 3,475,615
24	Westmount Road Extension (South of Highway 1)	\$ 2,482,922	\$ -	\$ -	\$ 2,482,922
25	Strathford Boulevard & Township Road 244 Intersection	\$ 342,195	\$ -	\$ -	\$ 342,195
26	George Freeman Trail & Township Road 244 Intersection	\$ 342,195	\$ -	\$ -	\$ 342,195
27	Wheatland Trail & Hillview Drive Intersection	\$ 446,341	\$ -	\$ -	\$ 446,341
28	Wheatland Trail & Brent Boulevard Intersection	\$ 446,341	\$ -	\$ -	\$ 446,341
29	George Freeman Trail & Brent Boulevard Intersection	\$ 342,195	\$ -	\$ -	\$ 342,195
30	George Freeman Trail & Centennial Drive Intersection	\$ 342,195	\$ -	\$ -	\$ 342,195
31	Wheatland Trail & Westmount Drive Intersection	\$ 446,341	\$ -	\$ -	\$ 446,341
32	Wheatland Trail & 2 Avenue Intersection	\$ 446,341	\$ -	\$ -	\$ 446,341
33	Centre Street & Archie Klaiber Trail Intersection	\$ 342,195	\$ -	\$ -	\$ 342,195
34	Lakeside Blvd & Archie Klaiber Trail Intersection	\$ 593,265	\$ 230,915	\$ -	\$ 362,350
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ -	\$ -	\$ -
		\$ 89,272,200	\$ 230,915	\$ -	\$ 89,041,285

B3. Year of Construction

The timing of construction is used to determine the impact of inflation on cost, the impact of forecast reserve balances, and the estimate of financial oversizing (described in the Section that follows). The Town anticipates construction of offsite infrastructure as outlined in the table below. Note, if this schedule is adjusted in the future, it will be reflected in one of the Town's annual rate/bylaw updates.

Forecast Year of Construction

Item	Project Description	Construction Start Year
1	Wildflower Road - Phase 1	2027
2	Wildflower Road - Phase 2	2029
3	Wildflower Road - Phase 3	2033
4	Highway 1 & Wheatland Trail Intersection Upgrades	2029
5	George Freeman Trail Upgrades (Parklane to Archie Klaiber Trail)	2029
6	Wheatland Trail Twinning	2029
7	Highway 1/Wildflower Road Signalization	2036
8	Wheatland Trail & Westcreek Access	2039
9	TWP Road 244 & Lakewood Circle Intersection	2039
10	TWP Road 244 & Wheatland Trail Intersection	2039
11	Highway 1 Signal Timing	2047
12	George Freeman Trail Twinning (Parklane Drive to Centennial Drive)	2047
13	Highway 1 & Wildflower Road Intersection Upgrades	2047
14	Highway 1 & George Freeman Trail Intersection Upgrades	2047
15	Highway 1 & Edgefield Access Intersection Upgrades	2047
16	TWP Road 244 Upgrades (Boundary to Boundary)	2050
17	Wheatland Trail Upgrades (Boundary to Boundary)	2050
18	George Freeman Trail Twinning (Centennial Drive to Brent Blvd)	2050
19	Brent Boulevard Upgrade	2050
20	George Freeman Trail Twinning (Brent Blvd to TWP Road 244)	2050
21	Westcreek/Wildflower Arterial (Wheatland Trail to WID Canal)	2030
22	Westcreek/Wildflower Arterial (WID Canal to Wildflower Road)	2035
23	Westcreek Wildflower Arterial Bridge	2030
24	Westmount Road Extension (South of Highway 1)	2030
25	Strathford Boulevard & Township Road 244 Intersection	2030
26	George Freeman Trail & Township Road 244 Intersection	2030
27	Wheatland Trail & Hillview Drive Intersection	2030
28	Wheatland Trail & Brent Boulevard Intersection	2030
29	George Freeman Trail & Brent Boulevard Intersection	2030
30	George Freeman Trail & Centennial Drive Intersection	2030
31	Wheatland Trail & Westmount Drive Intersection	2030
32	Wheatland Trail & 2 Avenue Intersection	2030
33	Centre Street & Archie Klaiber Trail Intersection	2030
34	Lakeside Blvd & Archie Klaiber Trail Intersection	2023

*Project costs are inflated by 3.0% per annum to the year of construction.

B4. Transportation Offsite Infrastructure Benefiting Parties

The transportation offsite infrastructure listed above will benefit three parties to varying degrees:

1. Town of Strathmore – a portion of the transportation infrastructure which is required to service existing residents. This residual benefit is determined at the point in time when the project is added to the bylaw (i.e., it does not fluctuate from year-to-year).
2. Other Stakeholders – other municipalities that benefit from the infrastructure.
3. Future Development:
 - Financial Oversizing – that portion of deemed cost (i.e., levyable transportation infrastructure costs) which benefits future development beyond the 25-year review period.
 - **In Rates – that portion of deemed cost (i.e., levyable transportation infrastructure costs) which benefits future development within the 25-**

year review period.

The table below outlines the allocation of transportation offsite levy infrastructure costs to benefiting parties.

Allocation of Transportation Infrastructure to Benefiting Parties

Item	Project Description	Reduced Project Cost	Muni Share %	Other Stakeholder Share	Developer Share Beyond 25 Yrs (Financial Oversizing %)	OSL / Developer Share %
1	Wildflower Road - Phase 1	\$ 2,537,500	20.0%		9.6%	70.4%
2	Wildflower Road - Phase 2	\$ 7,032,500	20.0%		16.0%	64.0%
3	Wildflower Road - Phase 3	\$ 4,845,000	20.0%		28.8%	51.2%
4	Highway 1 & Wheatland Trail Intersection Upgrades	\$ 137,274	20.0%		16.0%	64.0%
5	George Freeman Trail Upgrades (Parklane to Archie Klaiber Trail)	\$ 8,990,000	20.0%		16.0%	64.0%
6	Wheatland Trail Twinning	\$ 3,114,377	20.0%		16.0%	64.0%
7	Highway 1/Wildflower Road Signalization	\$ 1,160,000	20.0%		38.4%	41.6%
8	Wheatland Trail & Westcreek Access	\$ 1,139,695	20.0%		41.0%	39.0%
9	TWP Road 244 & Lakewood Circle Intersection	\$ 766,940	20.0%		41.0%	39.0%
10	TWP Road 244 & Wheatland Trail Intersection	\$ 362,500	20.0%		41.0%	39.0%
11	Highway 1 Signal Timing	\$ 54,994	20.0%		41.0%	39.0%
12	George Freeman Trail Twinning (Parklane Drive to Centennial Drive)	\$ 4,338,752	20.0%		41.0%	39.0%
13	Highway 1 & Wildflower Road Intersection Upgrades	\$ 141,413	20.0%		41.0%	39.0%
14	Highway 1 & George Freeman Trail Intersection Upgrades	\$ 112,607	20.0%		41.0%	39.0%
15	Highway 1 & Edgefield Access Intersection Upgrades	\$ 1,403,652	20.0%		41.0%	39.0%
16	TWP Road 244 Upgrades (Boundary to Boundary)	\$ 12,414,609	20.0%		41.0%	39.0%
17	Wheatland Trail Upgrades (Boundary to Boundary)	\$ 8,276,436	20.0%		41.0%	39.0%
18	George Freeman Trail Twinning (Centennial Drive to Brent Blvd)	\$ 3,310,563	20.0%		41.0%	39.0%
19	Brent Boulevard Upgrade	\$ 1,704,790	20.0%		41.0%	39.0%
20	George Freeman Trail Twinning (Brent Blvd to TWP Road 244)	\$ 3,310,563	20.0%		41.0%	39.0%
21	Westcreek/Wildflower Arterial (Wheatland Trail to WID Canal)	\$ 7,862,586	20.0%		19.2%	60.8%
22	Westcreek/Wildflower Arterial (WID Canal to Wildflower Road)	\$ 6,207,305	20.0%		35.2%	44.8%
23	Westcreek Wildflower Arterial Bridge	\$ 3,475,615	20.0%		19.2%	60.8%
24	Westmount Road Extension (South of Highway 1)	\$ 2,482,922	20.0%		19.2%	60.8%
25	Strathford Boulevard & Township Road 244 Intersection	\$ 342,195	20.0%		19.2%	60.8%
26	George Freeman Trail & Township Road 244 Intersection	\$ 342,195	20.0%		19.2%	60.8%
27	Wheatland Trail & Hillview Drive Intersection	\$ 446,341	20.0%		19.2%	60.8%
28	Wheatland Trail & Brent Boulevard Intersection	\$ 446,341	20.0%		19.2%	60.8%
29	George Freeman Trail & Brent Boulevard Intersection	\$ 342,195	20.0%		19.2%	60.8%
30	George Freeman Trail & Centennial Drive Intersection	\$ 342,195	20.0%		19.2%	60.8%
31	Wheatland Trail & Westmount Drive Intersection	\$ 446,341	20.0%		19.2%	60.8%
32	Wheatland Trail & 2 Avenue Intersection	\$ 446,341	20.0%		19.2%	60.8%
33	Centre Street & Archie Klaiber Trail Intersection	\$ 342,195	20.0%		19.2%	60.8%
34	Lakeside Blvd & Archie Klaiber Trail Intersection	\$ 362,350	20.0%		0.0%	80.0%
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -				100.0%
		\$ 89,041,285				

*Allocations were determined by Town staff.

** Financial oversizing represents that portion of cost allocated to future development that is deemed beyond the 25-year review period. It is calculated using the construction start date, and then pro-rating the costs over the 25-year review period. For example, a project constructed in year 20 of the 25-year review period will have 5 years' of cost within the review period (i.e., 20% of cost), and 80% of cost is deemed beyond the review period (i.e., financial oversizing). This approach aligns with land staging which, similarly, is limited to lands within the 25-year review period and, therefore, it represents a more equitable allocation of costs to developers. Each year as the review period moves further out, the financial oversizing amount used to update rates will decrease....more costs will fall within the review period, less costs beyond.

*** For the Town of Strathmore, the financial oversizing amount is also capped at 41% as this is the maximum amount of land available for development beyond 2048.

**** Projects with deemed financial oversizing amounts were also assessed to ensure that land was available for development (and collection) beyond the 25-year review period. If lands were not sufficiently available beyond the 25-year review period, financial oversizing amounts were removed altogether.

***** Projects allocated 100% to future development were determined by the Town to benefit future development entirely (i.e., no benefit to existing development).

B5. Existing Receipts & Adjusted Levy Cost

Using the offsite levy share percentages shown in the previous section and applying those percentages to project costs results in an offsite levy cost of approximately **\$45.25 million**. However, prior to allocating these costs to benefiting areas, existing offsite levy receipts

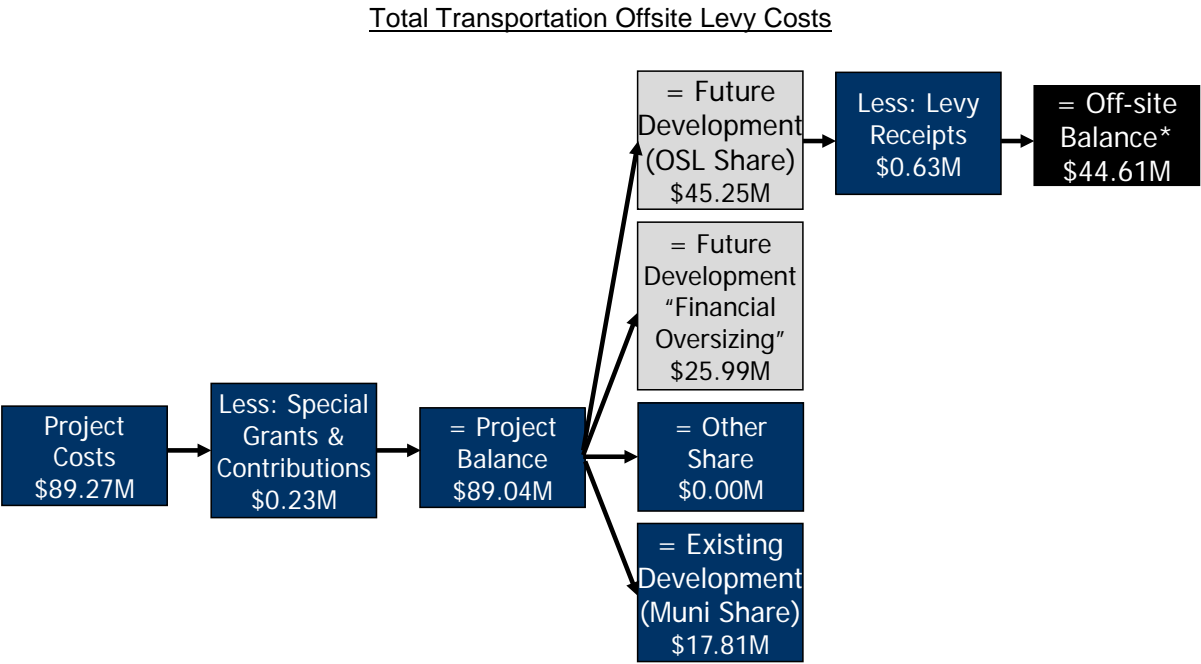
collected from developers (if any) need to be considered in determining the residual/net costs to developers. Town staff have advised that **\$0.63 million** (\$0.52 million + \$0.11 million) in transportation levies have been applied/collected as shown in the table below. This results in an adjusted offsite levy cost of approximately **\$44.61 million**.

Offsite Levy Funds Applied to Date

Item	Project Description	OSL / Developer Cost	Offsite Levy Funds Collected to Dec 31, 2020	Offsite Levy Funds Collected Starting Jan 1, 2021	Adjusted Developer (Levy) Cost
1	Wildflower Road - Phase 1	\$ 1,786,400	\$ -	\$ -	\$ 1,786,400
2	Wildflower Road - Phase 2	\$ 4,500,800	\$ -	\$ -	\$ 4,500,800
3	Wildflower Road - Phase 3	\$ 2,480,640	\$ -	\$ -	\$ 2,480,640
4	Highway 1 & Wheatland Trail Intersection Upgrades	\$ 87,855	\$ -	\$ -	\$ 87,855
5	George Freeman Trail Upgrades (Parklane to Archie Klaiber Trail)	\$ 5,753,600	\$ -	\$ -	\$ 5,753,600
6	Wheatland Trail Twinning	\$ 1,993,201	\$ -	\$ -	\$ 1,993,201
7	Highway 1/Wildflower Road Signalization	\$ 482,560	\$ -	\$ -	\$ 482,560
8	Wheatland Trail & Westcreek Access	\$ 444,481	\$ -	\$ -	\$ 444,481
9	TWP Road 244 & Lakewood Circle Intersection	\$ 299,107	\$ -	\$ -	\$ 299,107
10	TWP Road 244 & Wheatland Trail Intersection	\$ 141,375	\$ -	\$ -	\$ 141,375
11	Highway 1 Signal Timing	\$ 21,448	\$ -	\$ -	\$ 21,448
12	George Freeman Trail Twinning (Parklane Drive to Centennial Drive)	\$ 1,692,113	\$ -	\$ 8,065	\$ 1,684,048
13	Highway 1 & Wildflower Road Intersection Upgrades	\$ 55,151	\$ -	\$ 263	\$ 54,888
14	Highway 1 & George Freeman Trail Intersection Upgrades	\$ 43,917	\$ -	\$ 209	\$ 43,707
15	Highway 1 & Edgefield Access Intersection Upgrades	\$ 547,424	\$ -	\$ 2,609	\$ 544,815
16	TWP Road 244 Upgrades (Boundary to Boundary)	\$ 4,841,697	\$ -	\$ 23,077	\$ 4,818,621
17	Wheatland Trail Upgrades (Boundary to Boundary)	\$ 3,227,810	\$ -	\$ 15,385	\$ 3,212,425
18	George Freeman Trail Twinning (Centennial Drive to Brent Blvd)	\$ 1,291,120	\$ -	\$ 6,154	\$ 1,284,966
19	Brent Boulevard Upgrade	\$ 664,868	\$ -	\$ 3,169	\$ 661,699
20	George Freeman Trail Twinning (Brent Blvd to TWP Road 244)	\$ 1,291,120	\$ -	\$ 6,154	\$ 1,284,966
21	Westcreek/Wildflower Arterial (Wheatland Trail to WID Canal)	\$ 4,780,452	\$ -	\$ 14,615	\$ 4,765,837
22	Westcreek/Wildflower Arterial (WID Canal to Wildflower Road)	\$ 2,780,873	\$ -	\$ 11,538	\$ 2,769,334
23	Westcreek/Wildflower Arterial Bridge	\$ 2,113,174	\$ -	\$ 6,461	\$ 2,106,713
24	Westmount Road Extension (South of Highway 1)	\$ 1,509,617	\$ -	\$ 4,615	\$ 1,505,001
25	Strathford Boulevard & Township Road 244 Intersection	\$ 208,055	\$ -	\$ 636	\$ 207,419
26	George Freeman Trail & Township Road 244 Intersection	\$ 208,055	\$ -	\$ 636	\$ 207,419
27	Wheatland Trail & Hillview Drive Intersection	\$ 271,376	\$ -	\$ 830	\$ 270,546
28	Wheatland Trail & Brent Boulevard Intersection	\$ 271,376	\$ -	\$ 830	\$ 270,546
29	George Freeman Trail & Brent Boulevard Intersection	\$ 208,055	\$ -	\$ 636	\$ 207,419
30	George Freeman Trail & Centennial Drive Intersection	\$ 208,055	\$ -	\$ 636	\$ 207,419
31	Wheatland Trail & Westmount Drive Intersection	\$ 271,376	\$ -	\$ 830	\$ 270,546
32	Wheatland Trail & 2 Avenue Intersection	\$ 271,376	\$ -	\$ 830	\$ 270,546
33	Centre Street & Archie Klaiber Trail Intersection	\$ 208,055	\$ -	\$ 636	\$ 207,419
34	Lakeside Blvd & Archie Klaiber Trail Intersection	\$ 289,880	\$ -	\$ 674	\$ 289,206
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ 523,565	\$ -	\$ (523,565)
		\$ 45,246,458	\$ 523,565	\$ 109,487	\$ 44,613,406

B6. Summary of Transportation Offsite Levy Cost Flow-through

As shown in the figure below, the total cost for transportation infrastructure that forms the basis of the rate is approximately **\$44.61 million**. The cost allocations to each benefitting party are based on the benefitting percentages shown in previous section. The offsite levy balance (due from developers) is allocated to various benefitting areas (as described in the next section).



B7. Transportation Infrastructure Benefiting Areas

Net developer costs for each project have been allocated to multiple benefiting offsite levy area (see tables below). Allocations are denoted with a “1” below applicable area numbers. Benefiting areas were determined by Town staff. The lands anticipated to develop over the 25-years in each offsite levy benefiting area are used to determine rates.

Transportation Allocations to Benefiting Areas

Item	Project Description	Developer Cost	1.5	2.5	3.5	4.5	5.5	6.5	7.5	8.5	9.5	10.5	11.5
1	Wildflower Road - Phase 1	\$ 1,786,400	1	1	1	1	1	1	1	1	1	1	1
2	Wildflower Road - Phase 2	\$ 4,500,800	1	1	1	1	1	1	1	1	1	1	1
3	Wildflower Road - Phase 3	\$ 2,480,640	1	1	1	1	1	1	1	1	1	1	1
4	Highway 1 & Wheatland Trail Intersection Upgrades	\$ 87,855	1	1	1	1	1	1	1	1	1	1	1
5	George Freeman Trail Upgrades (Parklane to Archie Klaiber Trail)	\$ 5,753,600	1	1	1	1	1	1	1	1	1	1	1
6	Wheatland Trail Twinning	\$ 1,993,201	1	1	1	1	1	1	1	1	1	1	1
7	Highway 1/Wildflower Road Signalization	\$ 482,560	1	1	1	1	1	1	1	1	1	1	1
8	Wheatland Trail & Westcreek Access	\$ 444,481	1	1	1	1	1	1	1	1	1	1	1
9	TWP Road 244 & Lakewood Circle Intersection	\$ 299,107	1	1	1	1	1	1	1	1	1	1	1
10	TWP Road 244 & Wheatland Trail Intersection	\$ 141,375	1	1	1	1	1	1	1	1	1	1	1
11	Highway 1 Signal Timing	\$ 21,448	1	1	1	1	1	1	1	1	1	1	1
12	George Freeman Trail Twinning (Parklane Drive to Centennial Drive)	\$ 1,684,048	1	1	1	1	1	1	1	1	1	1	1
13	Highway 1 & Wildflower Road Intersection Upgrades	\$ 54,888	1	1	1	1	1	1	1	1	1	1	1
14	Highway 1 & George Freeman Trail Intersection Upgrades	\$ 43,707	1	1	1	1	1	1	1	1	1	1	1
15	Highway 1 & Edgefield Access Intersection Upgrades	\$ 544,815	1	1	1	1	1	1	1	1	1	1	1
16	TWP Road 244 Upgrades (Boundary to Boundary)	\$ 4,818,621	1	1	1	1	1	1	1	1	1	1	1
17	Wheatland Trail Upgrades (Boundary to Boundary)	\$ 3,212,425	1	1	1	1	1	1	1	1	1	1	1
18	George Freeman Trail Twinning (Centennial Drive to Brent Blvd)	\$ 1,284,966	1	1	1	1	1	1	1	1	1	1	1
19	Brent Boulevard Upgrade	\$ 661,699	1	1	1	1	1	1	1	1	1	1	1
20	George Freeman Trail Twinning (Brent Blvd to TWP Road 244)	\$ 1,284,966	1	1	1	1	1	1	1	1	1	1	1
21	Westcreek/Wildflower Arterial (Wheatland Trail to WID Canal)	\$ 4,765,837	1	1	1	1	1	1	1	1	1	1	1
22	Westcreek/Wildflower Arterial (WID Canal to Wildflower Road)	\$ 2,769,334	1	1	1	1	1	1	1	1	1	1	1
23	Westcreek Wildflower Arterial Bridge	\$ 2,106,713	1	1	1	1	1	1	1	1	1	1	1
24	Westmount Road Extension (South of Highway 1)	\$ 1,505,001	1	1	1	1	1	1	1	1	1	1	1
25	Strathford Boulevard & Township Road 244 Intersection	\$ 207,419	1	1	1	1	1	1	1	1	1	1	1
26	George Freeman Trail & Township Road 244 Intersection	\$ 207,419	1	1	1	1	1	1	1	1	1	1	1
27	Wheatland Trail & Hillview Drive Intersection	\$ 270,546	1	1	1	1	1	1	1	1	1	1	1
28	Wheatland Trail & Brent Boulevard Intersection	\$ 270,546	1	1	1	1	1	1	1	1	1	1	1
29	George Freeman Trail & Brent Boulevard Intersection	\$ 207,419	1	1	1	1	1	1	1	1	1	1	1
30	George Freeman Trail & Centennial Drive Intersection	\$ 207,419	1	1	1	1	1	1	1	1	1	1	1
31	Wheatland Trail & Westmount Drive Intersection	\$ 270,546	1	1	1	1	1	1	1	1	1	1	1
32	Wheatland Trail & 2 Avenue Intersection	\$ 270,546	1	1	1	1	1	1	1	1	1	1	1
33	Centre Street & Archie Klaiber Trail Intersection	\$ 207,419	1	1	1	1	1	1	1	1	1	1	1
34	Lakeside Blvd & Archie Klaiber Trail Intersection	\$ 289,206	1	1	1	1	1	1	1	1	1	1	1
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ (523,565)	1	1			1	1	1	1	1	1	1
		\$ 44,613,406											

* Unallocated levies collected to end-2020 are included in project #100 and credited 100% to future development and to offsite levy areas where development occurred prior to 2020 (Areas 1, 2, 5-10).

B8. Reserve Balance

At December 31st, 2023 Town records showed a balance of \$335,109 in the transportation offsite levy account. However, this was based on an over allocation of costs to developers. The transportation account balance should be amended to reflect a surplus of **\$377,710**.

Transportation Offsite Levy Reserve Balance

Description	Dr	Cr	Balance
Unallocated OSL Receipts to December 31, 2020 (Opening Balance)	\$ 523,564.89		\$ 523,564.89
OSL Receipt Allocations 2021-2023	\$ 109,466.90		\$ 633,031.79
Offsite Levy Expenditure Withdrawals 2021-2023		\$ 332,481.14	\$ 300,550.65
Interest Earned/Charged	\$ 34,557.88		\$ 335,108.53
Account Balance per Muni Records December 31, 2023			\$ 335,108.53
OSL Share of Other Expenditures to December 31, 2023		\$ (42,601.14)	\$ 377,709.67
Balance			\$ 377,709.67

*The credit of \$(42,601) in 2023 stems from an overallocation of expenditures for Project #34 whose allocation to developers is 80% (the original account withdrawal in 2023 was based on an allocation of 100%).

B9. Development and Transportation Infrastructure Staging Impacts

Transportation offsite infrastructure will be constructed in staged fashion over the 25-year review period. We have reviewed the availability of offsite levy funds to meet these construction requirements and found that offsite levy reserve funds will not be sufficient to pay for construction of transportation infrastructure from time to time—front ending of infrastructure will be required. A front-enders is the party that constructs and pays up front for infrastructure that benefits other parties.

To compensate parties for capital they provide in front-ending offsite infrastructure construction, a **5.12%**⁷ interest allowance has been charged to the reserve when it is forecast to be in a negative balance. Further, a **1.85%**⁸ interest credit has been provided to the reserve when it is forecast to be in a positive balance. The graph below highlights activity in the transportation levy reserve over the 25-year review period.⁹

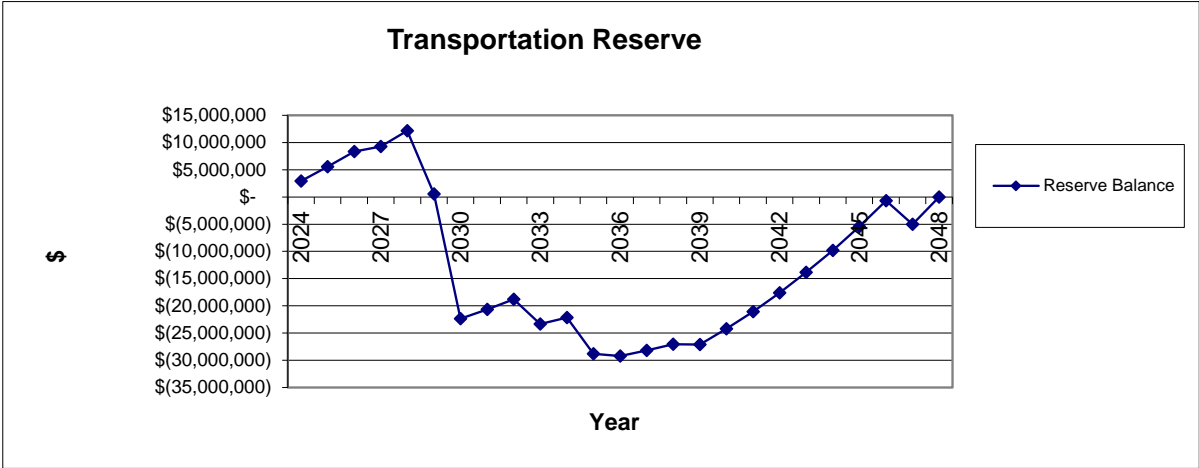
If necessary, an interest staging adjustment has been applied to rates (slightly positive or slightly negative) to ensure that the forecast reserve balance at the end of the 25-year review period always returns to break-even (i.e., developers are not charged too much thereby providing a windfall to the Town, nor are they charged too little thereby placing an unequitable burden on taxpayers).

⁷ The interest charging rate is equivalent to the 20-year debenture rate at the Alberta Capital Finance Authority at the time of calculation which was ~5.12%.

⁸ The interest earning rate is equivalent to the interest earning rate within the Town various reserve accounts which was 1.85% in 2023.

⁹ Note, forecast account/reserve balances are based only on offsite levy costs currently included in rates. Actual future account/reserve balances may vary depending on oversizing costs currently excluded from rate calculations.

Anticipated Transportation Offsite Levy Reserve Balances



APPENDIX C: WATER

C1. Water Offsite Infrastructure

In order to support future growth, water offsite infrastructure is required. The estimated cost of this infrastructure is based upon: (a) actual construction costs to the cut-off date, (b) future debenture interest associated with financing, and (c) future cost estimates. Total cost is approximately **\$125.12 million** (in current dollars) as outlined in the table below. Actual construction expenditures, financing charges (if any), and future cost estimates were provided by Town staff. It is important to note that these costs represent “gross” costs, of which only a portion will go to support development during the 25-year review period. The remainder of this section outlines how the “net” costs for development are determined.

Summary of Water Offsite Infrastructure

Item	Project Description	Cost of Completed Work	Future Debenture Interest	Estimated Cost of Work Yet to be Completed	Total Project Estimated Cost
1	Westmount Subdivision Backbone	\$ 1,072,039	\$ -	\$ 2,604,867	\$ 3,676,906
2	5 Avenue Fire Flow Improvements	\$ -	\$ -	\$ 1,031,885	\$ 1,031,885
3	Wildflower Reservoir Upgrades	\$ -	\$ -	\$ 2,320,000	\$ 2,320,000
4	Decommission Brentwood Reservoir	\$ -	\$ -	\$ 159,500	\$ 159,500
5	Upsize Centennial Drive Water Line	\$ -	\$ -	\$ 1,740,000	\$ 1,740,000
6	Wildflower Water Line D	\$ -	\$ -	\$ 2,537,500	\$ 2,537,500
7	Wildflower Water Line E	\$ -	\$ -	\$ 1,740,000	\$ 1,740,000
8	Wildflower Water Line F	\$ -	\$ -	\$ 76,283	\$ 76,283
9	Wildflower Reservoir Storage	\$ -	\$ -	\$ 26,100,000	\$ 26,100,000
10	Wildflower Reservoir Pumping	\$ -	\$ -	\$ 5,800,000	\$ 5,800,000
11	Heritage Water Line D	\$ -	\$ -	\$ 2,501,250	\$ 2,501,250
12	Prairies Water Line H	\$ -	\$ -	\$ 2,755,000	\$ 2,755,000
13	Prairies Water Line I	\$ -	\$ -	\$ 2,682,500	\$ 2,682,500
14	Prairies Water Line J	\$ -	\$ -	\$ 703,250	\$ 703,250
15	Prairies Water Line K	\$ -	\$ -	\$ 1,595,000	\$ 1,595,000
16	Prairies Water Line L	\$ -	\$ -	\$ 85,550	\$ 85,550
17	East Reservoir Fill Line	\$ -	\$ -	\$ 5,437,500	\$ 5,437,500
18	East Reservoir Fill Line Connection	\$ -	\$ -	\$ 1,568	\$ 1,568
19	East Reservoir Storage	\$ -	\$ -	\$ 43,935,000	\$ 43,935,000
20	East Reservoir Pumping	\$ -	\$ -	\$ 4,205,000	\$ 4,205,000
21	Edgefield Water Line H	\$ -	\$ -	\$ 1,740,000	\$ 1,740,000
22	Edgefield Water Line I	\$ 351,300	\$ -	\$ -	\$ 351,300
23	South Strathmore Water Line I	\$ -	\$ -	\$ 2,030,000	\$ 2,030,000
24	South Strathmore Water Line J	\$ -	\$ -	\$ 1,406,500	\$ 1,406,500
25	South Strathmore Water Line K	\$ -	\$ -	\$ 1,413,750	\$ 1,413,750
26	South Strathmore Water Line L	\$ -	\$ -	\$ 3,335,000	\$ 3,335,000
27	West Strathmore Water Line Q	\$ -	\$ -	\$ 3,335,000	\$ 3,335,000
28	West Strathmore Water Line R	\$ -	\$ -	\$ 2,102,500	\$ 2,102,500
29	West Strathmore PRV A	\$ -	\$ -	\$ 159,500	\$ 159,500
30	West Strathmore PRV B	\$ -	\$ -	\$ 159,500	\$ 159,500
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ -	\$ -	\$ -
		\$ 1,423,339	\$ -	\$ 123,693,402	\$ 125,116,741

*Past expenditures include past financing expenditures (interest) if any.

**Costs estimates provided by Town staff.

***Estimates include engineering and contingencies.

****Missing project numbers (if any) stem from projects that were deleted. However, certain deleted projects may be showing if a net project “credit” remains.

*****Unallocated levies collected to end-2020 (if any) are included in project #100 and credited 100% to future development and to offsite levy areas where development occurred prior to 2020 (see *Section C5*).

*****Offsite infrastructure definitions are described in Appendix F.



C2. Water Offsite Infrastructure Grants & Contributions to Date

The MGA enables the Town to allocate the costs of offsite infrastructure to development, other than those costs that have been provided by way of special ear-marked grant or contribution (i.e., contributed infrastructure). The Town has/will receive approximately **\$0.00** in special ear-marked grants and contributions for water offsite levy infrastructure as shown in the table below (note, if the Town receives other ear-marked grants or contributions in the future, it will be reflected in one of the annual updates and rates adjusted accordingly). The result is that the total reduced project estimated cost is **\$125.12 million**.

Special Grants and Contributions for Water Offsite Infrastructure

Item	Project Description	Total Project Estimated Cost	Special Provincial Grants (Historic & Future)	Developer Agreement Contributions (Historic & Future)	Reduced Project Estimated Cost
1	Westmount Subdivision Backbone	\$ 3,676,906	\$ -	\$ -	\$ 3,676,906
2	5 Avenue Fire Flow Improvements	\$ 1,031,885	\$ -	\$ -	\$ 1,031,885
3	Wildflower Reservoir Upgrades	\$ 2,320,000	\$ -	\$ -	\$ 2,320,000
4	Decommission Brentwood Reservoir	\$ 159,500	\$ -	\$ -	\$ 159,500
5	Upsize Centennial Drive Water Line	\$ 1,740,000	\$ -	\$ -	\$ 1,740,000
6	Wildflower Water Line D	\$ 2,537,500	\$ -	\$ -	\$ 2,537,500
7	Wildflower Water Line E	\$ 1,740,000	\$ -	\$ -	\$ 1,740,000
8	Wildflower Water Line F	\$ 76,283	\$ -	\$ -	\$ 76,283
9	Wildflower Reservoir Storage	\$ 26,100,000	\$ -	\$ -	\$ 26,100,000
10	Wildflower Reservoir Pumping	\$ 5,800,000	\$ -	\$ -	\$ 5,800,000
11	Heritage Water Line D	\$ 2,501,250	\$ -	\$ -	\$ 2,501,250
12	Prairies Water Line H	\$ 2,755,000	\$ -	\$ -	\$ 2,755,000
13	Prairies Water Line I	\$ 2,682,500	\$ -	\$ -	\$ 2,682,500
14	Prairies Water Line J	\$ 703,250	\$ -	\$ -	\$ 703,250
15	Prairies Water Line K	\$ 1,595,000	\$ -	\$ -	\$ 1,595,000
16	Prairies Water Line L	\$ 85,550	\$ -	\$ -	\$ 85,550
17	East Reservoir Fill Line	\$ 5,437,500	\$ -	\$ -	\$ 5,437,500
18	East Reservoir Fill Line Connection	\$ 1,568	\$ -	\$ -	\$ 1,568
19	East Reservoir Storage	\$ 43,935,000	\$ -	\$ -	\$ 43,935,000
20	East Reservoir Pumping	\$ 4,205,000	\$ -	\$ -	\$ 4,205,000
21	Edgefield Water Line H	\$ 1,740,000	\$ -	\$ -	\$ 1,740,000
22	Edgefield Water Line I	\$ 351,300	\$ -	\$ -	\$ 351,300
23	South Strathmore Water Line I	\$ 2,030,000	\$ -	\$ -	\$ 2,030,000
24	South Strathmore Water Line J	\$ 1,406,500	\$ -	\$ -	\$ 1,406,500
25	South Strathmore Water Line K	\$ 1,413,750	\$ -	\$ -	\$ 1,413,750
26	South Strathmore Water Line L	\$ 3,335,000	\$ -	\$ -	\$ 3,335,000
27	West Strathmore Water Line Q	\$ 3,335,000	\$ -	\$ -	\$ 3,335,000
28	West Strathmore Water Line R	\$ 2,102,500	\$ -	\$ -	\$ 2,102,500
29	West Strathmore PRV A	\$ 159,500	\$ -	\$ -	\$ 159,500
30	West Strathmore PRV B	\$ 159,500	\$ -	\$ -	\$ 159,500
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ -	\$ -	\$ -
		\$ 125,116,741	\$ -	\$ -	\$ 125,116,741

C3. Year of Construction

The timing of construction is used to determine the impact of inflation on cost, the impact of forecast reserve balances, and the estimate of financial oversizing (described in the Section that follows). The Town anticipates construction of offsite infrastructure as outlined in the table below. Note, if this schedule is adjusted in the future, it will be reflected in one of the Town's annual rate/bylaw updates.

Forecast Year of Construction

Item	Project Description	Construction Start Year
1	Westmount Subdivision Backbone	2022
2	5 Avenue Fire Flow Improvements	2031
3	Wildflower Reservoir Upgrades	2024
4	Decommission Brentwood Reservoir	2026
5	Upsize Centennial Drive Water Line	2025
6	Wildflower Water Line D	2030
7	Wildflower Water Line E	2030
8	Wildflower Water Line F	2030
9	Wildflower Reservoir Storage	2060
10	Wildflower Reservoir Pumping	2060
11	Heritage Water Line D	2050
12	Prairies Water Line H	2050
13	Prairies Water Line I	2050
14	Prairies Water Line J	2035
15	Prairies Water Line K	2035
16	Prairies Water Line L	2035
17	East Reservoir Fill Line	2035
18	East Reservoir Fill Line Connection	2035
19	East Reservoir Storage	2040
20	East Reservoir Pumping	2040
21	Edgefield Water Line H	2030
22	Edgefield Water Line I	2019
23	South Strathmore Water Line I	2060
24	South Strathmore Water Line J	2060
25	South Strathmore Water Line K	2060
26	South Strathmore Water Line L	2060
27	West Strathmore Water Line Q	2060
28	West Strathmore Water Line R	2060
29	West Strathmore PRV A	2060
30	West Strathmore PRV B	2060

*Project costs are inflated by 3.0% per annum to the year of construction.

C4. Water Offsite Infrastructure Benefiting Parties

The water offsite infrastructure listed above will benefit three parties to varying degrees:

1. Town of Strathmore – a portion of the water infrastructure which is required to service existing residents. This residual benefit is determined at the point in time when the project is added to the bylaw (i.e., it does not fluctuate from year-to-year).
2. Other Stakeholders – other municipalities that benefit from the infrastructure.
3. Future Development:
 - Financial Oversizing – that portion of deemed cost (i.e., levyable water infrastructure costs) which benefits future development beyond the 25-year review period.
 - **In Rates – that portion of deemed cost (i.e., levyable water infrastructure costs) which benefits future development within the 25-year review period.**

The table below outlines the allocation of water offsite levy infrastructure costs to benefiting parties.

Allocation of Water Infrastructure to Benefiting Parties

Item	Project Description	Reduced Project Estimated Cost	Muni Share %	Other Stakeholder Share	Developer Share Beyond 25 Yrs (Financial Oversizing %)	OSL / Developer Share %
1	Westmount Subdivision Backbone	\$ 3,676,906	20.0%		0.0%	80.0%
2	5 Avenue Fire Flow Improvements	\$ 1,031,885	20.0%		22.4%	57.6%
3	Wildflower Reservoir Upgrades	\$ 2,320,000	20.0%		0.0%	80.0%
4	Decommission Brentwood Reservoir	\$ 159,500	20.0%		6.4%	73.6%
5	Upsize Centennial Drive Water Line	\$ 1,740,000	20.0%		3.2%	76.8%
6	Wildflower Water Line D	\$ 2,537,500	0.0%		24.0%	76.0%
7	Wildflower Water Line E	\$ 1,740,000	0.0%		24.0%	76.0%
8	Wildflower Water Line F	\$ 76,283	0.0%		24.0%	76.0%
9	Wildflower Reservoir Storage	\$ 26,100,000	0.0%		41.0%	59.0%
10	Wildflower Reservoir Pumping	\$ 5,800,000	0.0%		41.0%	59.0%
11	Heritage Water Line D	\$ 2,501,250	0.0%		41.0%	59.0%
12	Prairies Water Line H	\$ 2,755,000	0.0%		41.0%	59.0%
13	Prairies Water Line I	\$ 2,682,500	0.0%		41.0%	59.0%
14	Prairies Water Line J	\$ 703,250	0.0%		41.0%	59.0%
15	Prairies Water Line K	\$ 1,595,000	0.0%		41.0%	59.0%
16	Prairies Water Line L	\$ 85,550	0.0%		41.0%	59.0%
17	East Reservoir Fill Line	\$ 5,437,500	20.0%		35.2%	44.8%
18	East Reservoir Fill Line Connection	\$ 1,568	20.0%		35.2%	44.8%
19	East Reservoir Storage	\$ 43,935,000	20.0%		41.0%	39.0%
20	East Reservoir Pumping	\$ 4,205,000	20.0%		41.0%	39.0%
21	Edgefield Water Line H	\$ 1,740,000	0.0%		24.0%	76.0%
22	Edgefield Water Line I	\$ 351,300	0.0%		0.0%	100.0%
23	South Strathmore Water Line I	\$ 2,030,000	0.0%		41.0%	59.0%
24	South Strathmore Water Line J	\$ 1,406,500	0.0%		41.0%	59.0%
25	South Strathmore Water Line K	\$ 1,413,750	0.0%		41.0%	59.0%
26	South Strathmore Water Line L	\$ 3,335,000	0.0%		41.0%	59.0%
27	West Strathmore Water Line Q	\$ 3,335,000	0.0%		41.0%	59.0%
28	West Strathmore Water Line R	\$ 2,102,500	0.0%		41.0%	59.0%
29	West Strathmore PRV A	\$ 159,500	0.0%		41.0%	59.0%
30	West Strathmore PRV B	\$ 159,500	0.0%		41.0%	59.0%
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -				100.0%
		\$ 125,116,741				

*Allocations were determined by Town staff.

** Financial oversizing represents that portion of cost allocated to future development that is deemed beyond the 25-year review period. It is calculated using the construction start date, and then pro-rating the costs over the 25-year review period. For example, a project constructed in year 20 of the 25-year review period will have 5 years' of cost within the review period (i.e., 20% of cost), and 80% of cost is deemed beyond the review period (i.e., financial oversizing). This approach aligns with land staging which, similarly, is limited to lands within the 25-year review period and, therefore, it represents a more equitable allocation of costs to developers. Each year as the review period moves further out, the financial oversizing amount used to update rates will decrease....more costs will fall within the review period, less costs beyond.

*** For the Town of Strathmore, the financial oversizing amount is also capped at 41% as this is the maximum amount of land available for development beyond 2048.

**** Projects with deemed financial oversizing amounts were also assessed to ensure that land was available for development (and collection) beyond the 25-year review period. If lands were not sufficiently available beyond the 25-year review period, financial oversizing amounts were removed altogether.

***** Projects allocated 100% to future development were determined by the Town to benefit future development entirely (i.e., no benefit to existing development).

C5. Existing Receipts & Adjusted Levy Cost

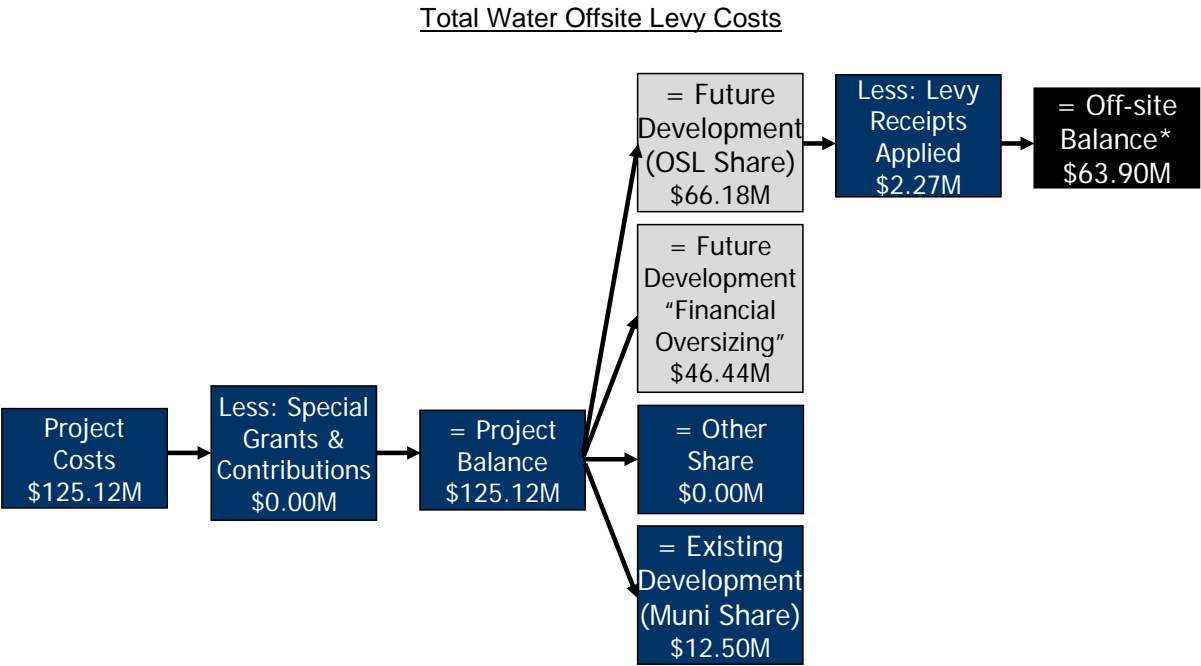
Using the offsite levy share percentages shown in the previous section and applying those percentages to project costs results in an offsite levy cost of approximately **\$66.18 million**. However, prior to allocating these costs to benefiting areas, existing offsite levy receipts collected from developers need to be considered in determining the residual/net costs to developers. Town staff have advised that approximately **\$2.27 million** (\$2.08 million + \$0.19 million) in water levies have been applied/collected as shown in the table below. This results in an adjusted offsite levy cost of approximately **\$63.90 million**.

Offsite Levy Funds Applied to Date

Item	Project Description	OSL / Developer Cost	Offsite Levy Funds Collected to Dec 31, 2020	Offsite Levy Funds Collected Starting Jan 1, 2021	Adjusted Developer (Levy) Cost
1	Westmount Subdivision Backbone	\$ 2,941,525	\$ -	\$ 5,144	\$ 2,936,381
2	5 Avenue Fire Flow Improvements	\$ 594,366	\$ -	\$ 1,444	\$ 592,922
3	Wildflower Reservoir Upgrades	\$ 1,856,000	\$ -	\$ 3,246	\$ 1,852,754
4	Decommission Brentwood Reservoir	\$ 117,392	\$ -	\$ 223	\$ 117,169
5	Upsize Centennial Drive Water Line	\$ 1,336,320	\$ -	\$ 2,434	\$ 1,333,886
6	Wildflower Water Line D	\$ 1,928,500	\$ -	\$ 4,438	\$ 1,924,062
7	Wildflower Water Line E	\$ 1,322,400	\$ -	\$ 3,043	\$ 1,319,357
8	Wildflower Water Line F	\$ 57,975	\$ -	\$ 133	\$ 57,841
9	Wildflower Reservoir Storage	\$ 15,399,000	\$ -	\$ 45,643	\$ 15,353,357
10	Wildflower Reservoir Pumping	\$ 3,422,000	\$ -	\$ 10,143	\$ 3,411,857
11	Heritage Water Line D	\$ 1,475,738	\$ -	\$ 4,374	\$ 1,471,363
12	Prairies Water Line H	\$ 1,625,450	\$ -	\$ 4,818	\$ 1,620,632
13	Prairies Water Line I	\$ 1,582,675	\$ -	\$ 4,691	\$ 1,577,984
14	Prairies Water Line J	\$ 414,918	\$ -	\$ 1,230	\$ 413,688
15	Prairies Water Line K	\$ 941,050	\$ -	\$ 2,789	\$ 938,261
16	Prairies Water Line L	\$ 50,475	\$ -	\$ 150	\$ 50,325
17	East Reservoir Fill Line	\$ 2,436,000	\$ -	\$ 7,607	\$ 2,428,393
18	East Reservoir Fill Line Connection	\$ 702	\$ -	\$ 2	\$ 700
19	East Reservoir Storage	\$ 17,134,650	\$ -	\$ 61,466	\$ 17,073,184
20	East Reservoir Pumping	\$ 1,639,950	\$ -	\$ 5,883	\$ 1,634,067
21	Edgefield Water Line H	\$ 1,322,400	\$ -	\$ 3,043	\$ 1,319,357
22	Edgefield Water Line I	\$ 351,300	\$ -	\$ 1,775	\$ 349,525
23	South Strathmore Water Line I	\$ 1,197,700	\$ -	\$ 3,550	\$ 1,194,150
24	South Strathmore Water Line J	\$ 829,835	\$ -	\$ 2,460	\$ 827,375
25	South Strathmore Water Line K	\$ 834,113	\$ -	\$ 2,472	\$ 831,640
26	South Strathmore Water Line L	\$ 1,967,650	\$ -	\$ 5,832	\$ 1,961,818
27	West Strathmore Water Line Q	\$ 1,967,650	\$ -	\$ 5,832	\$ 1,961,818
28	West Strathmore Water Line R	\$ 1,240,475	\$ -	\$ 3,677	\$ 1,236,798
29	West Strathmore PRV A	\$ 94,105	\$ -	\$ 279	\$ 93,826
30	West Strathmore PRV B	\$ 94,105	\$ -	\$ 279	\$ 93,826
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ 2,076,714	\$ -	\$ (2,076,714)
		\$ 66,176,417	\$ 2,076,714	\$ 198,099	\$ 63,901,604

C6. Summary of Water Offsite Levy Cost Flow-through

As shown in the figure below, the total cost for water infrastructure that forms the basis of the rate is approximately **\$63.90 million**. The cost allocations to each benefitting party are based on the benefitting percentages shown in previous section. The offsite levy balance (due from developers) is allocated to various benefitting areas (as described in the next section).



C7. Water Infrastructure Benefiting Areas

Net developer costs for each project have been allocated to multiple benefiting offsite levy area (see tables below). Allocations are denoted with a “1” below applicable area numbers. Benefiting areas were determined by Town staff. The lands anticipated to develop over the 25-years in each offsite levy benefitting area are used to determine rates.

Water Allocations to Benefitting Areas

Item	Project Description	Developer Cost	1.5	2.5	3.5	4.5	5.5	6.5	7.5	8.5	9.5	10.5	11.5
1	Westmount Subdivision Backbone	\$ 2,936,381	1	1	1	1	1	1	1	1	1	1	1
2	5 Avenue Fire Flow Improvements	\$ 592,922	1	1	1	1	1	1	1	1	1	1	1
3	Wildflower Reservoir Upgrades	\$ 1,852,754	1	1	1	1	1	1	1	1	1	1	1
4	Decommission Brentwood Reservoir	\$ 117,169	1	1	1	1	1	1	1	1	1	1	1
5	Upsize Centennial Drive Water Line	\$ 1,333,886	1	1	1	1	1	1	1	1	1	1	1
6	Wildflower Water Line D	\$ 1,924,062	1	1	1	1	1	1	1	1	1	1	1
7	Wildflower Water Line E	\$ 1,319,357	1	1	1	1	1	1	1	1	1	1	1
8	Wildflower Water Line F	\$ 57,841	1	1	1	1	1	1	1	1	1	1	1
9	Wildflower Reservoir Storage	\$ 15,353,357	1	1	1	1	1	1	1	1	1	1	1
10	Wildflower Reservoir Pumping	\$ 3,411,857	1	1	1	1	1	1	1	1	1	1	1
11	Heritage Water Line D	\$ 1,471,363	1	1	1	1	1	1	1	1	1	1	1
12	Prairies Water Line H	\$ 1,620,632	1	1	1	1	1	1	1	1	1	1	1
13	Prairies Water Line I	\$ 1,577,984	1	1	1	1	1	1	1	1	1	1	1
14	Prairies Water Line J	\$ 413,688	1	1	1	1	1	1	1	1	1	1	1
15	Prairies Water Line K	\$ 938,261	1	1	1	1	1	1	1	1	1	1	1
16	Prairies Water Line L	\$ 50,325	1	1	1	1	1	1	1	1	1	1	1
17	East Reservoir Fill Line	\$ 2,428,393	1	1	1	1	1	1	1	1	1	1	1
18	East Reservoir Fill Line Connection	\$ 700	1	1	1	1	1	1	1	1	1	1	1
19	East Reservoir Storage	\$ 17,073,184	1	1	1	1	1	1	1	1	1	1	1
20	East Reservoir Pumping	\$ 1,634,067	1	1	1	1	1	1	1	1	1	1	1
21	Edgefield Water Line H	\$ 1,319,357	1	1	1	1	1	1	1	1	1	1	1
22	Edgefield Water Line I	\$ 349,525	1	1	1	1	1	1	1	1	1	1	1
23	South Strathmore Water Line I	\$ 1,194,150	1	1	1	1	1	1	1	1	1	1	1
24	South Strathmore Water Line J	\$ 827,375	1	1	1	1	1	1	1	1	1	1	1
25	South Strathmore Water Line K	\$ 831,640	1	1	1	1	1	1	1	1	1	1	1
26	South Strathmore Water Line L	\$ 1,961,818	1	1	1	1	1	1	1	1	1	1	1
27	West Strathmore Water Line Q	\$ 1,961,818	1	1	1	1	1	1	1	1	1	1	1
28	West Strathmore Water Line R	\$ 1,236,798	1	1	1	1	1	1	1	1	1	1	1
29	West Strathmore PRV A	\$ 93,826	1	1	1	1	1	1	1	1	1	1	1
30	West Strathmore PRV B	\$ 93,826	1	1	1	1	1	1	1	1	1	1	1
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ (2,076,714)	1	1			1	1	1	1	1	1	1
		\$ 63,901,604											

* Unallocated levies collected to end-2020 are included in project #100 and credited 100% to future development and to offsite levy areas where development occurred prior to 2020 (Areas 1, 2, 5-10).

C8. Reserve Balance

At December 31st, 2023 Town records showed a balance of \$1,300,469 in the water offsite levy account. However, this was based on an under allocation of costs to developers. The water account balance should be amended to reflect a surplus of **\$1,163,577**.

Water Offsite Levy Reserve Balance

Description	Dr	Cr	Balance
Unallocated OSL Receipts to December 31, 2020 (Opening Balance)	\$ 2,076,714.04		\$ 2,076,714.04
OSL Receipt Allocations 2021-2023	\$ 198,099.06		\$ 2,274,813.10
Offsite Levy Expenditure Withdrawals 2021-2023		\$ 1,072,040.47	\$ 1,202,772.63
Interest Earned/Charged	\$ 97,696.08		\$ 1,300,468.71
Account Balance per Muni Records December 31, 2023			\$ 1,300,468.71
OSL Share of Other Expenditures to December 31, 2023		\$ 136,892.20	\$ 1,163,576.51
Balance			\$ 1,163,576.51

*The credit of \$136,892 in 2023 stems from: (i) an overallocation of expenditures for Project #1 whose allocation to developers is 80% (the original account withdrawals in 2021 and 2022 were based on an allocation of 100%), and (ii) front-ending associated with Project #22.

C9. Development and Water Infrastructure Staging Impacts

Water offsite infrastructure will be constructed in staged fashion over the 25-year review period. We have reviewed the availability of offsite levy funds to meet these construction requirements and found that offsite levy reserve funds will not be sufficient to pay for construction of water infrastructure from time to time—front ending of infrastructure will be required. A front-ender is the party that constructs and pays up front for infrastructure that benefits other parties.

To compensate parties for capital they provide in front-ending offsite infrastructure construction, a **5.12%**¹⁰ interest allowance has been charged to the reserve when it is forecast to be in a negative balance. Further, a **1.85%**¹¹ interest credit has been provided to the reserve when it is forecast to be in a positive balance. The graph below highlights activity in the water levy reserve over the 25-year review period.¹²

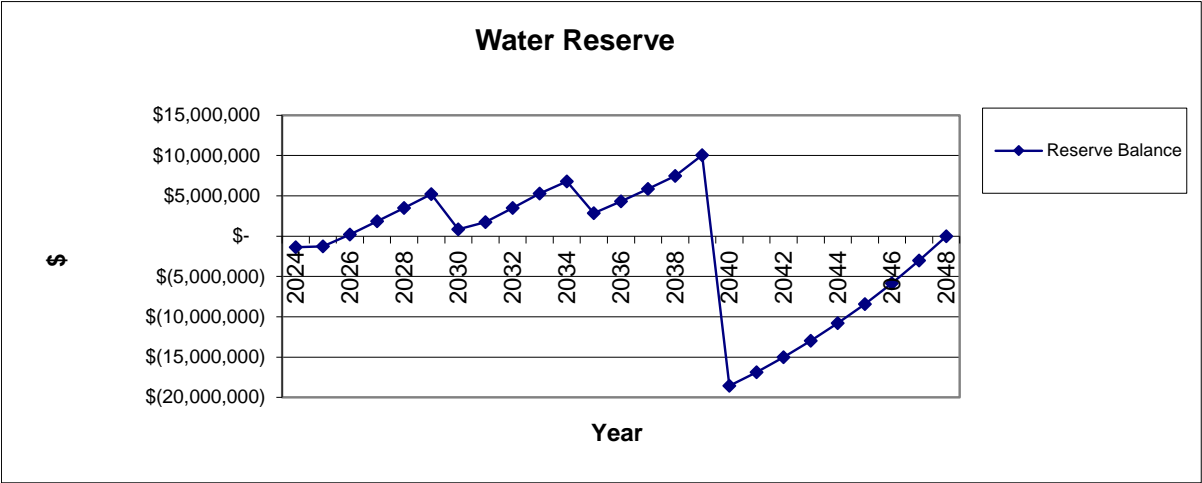
If necessary, an interest staging adjustment has been applied to rates (slightly positive or slightly negative) to ensure that the forecast reserve balance at the end of the 25-year review period always returns to break-even (i.e., developers are not charged too much thereby providing a windfall to the Town, nor are they charged too little thereby placing an unequitable burden on taxpayers).

¹⁰ The interest charging rate is equivalent to the 20-year debenture rate at the Alberta Capital Finance Authority at the time of calculation which was ~5.12%.

¹¹ The interest earning rate is equivalent to the interest earning rate within the Town various reserve accounts which was 1.85% in 2023.

¹² Note, forecast account/reserve balances are based only on offsite levy costs currently included in rates. Actual future account/reserve balances may vary depending on oversizing costs currently excluded from rate calculations.

Anticipated Water Offsite Levy Reserve Balances



APPENDIX D: SANITARY

D1. Sanitary Offsite Infrastructure

In order to support future growth, sanitary offsite infrastructure is required. The estimated cost of this infrastructure is based upon: (a) actual construction costs to the cut-off date, (b) future debenture interest associated with financing, and (c) future cost estimates. Total cost is approximately **\$64.68 million** (in current dollars) as outlined in the table below. Actual construction expenditures, financing charges (if any), and future cost estimates were provided by Town staff. It is important to note that these costs represent “gross” costs, of which only a portion will go to support development during the 25-year review period. The remainder of this section outlines how the “net” costs for development are determined.

Summary of Sanitary Offsite Infrastructure

Item	Project Description	Cost of Completed Work	Future Debenture Interest	Estimated Cost of Work Yet to be Completed	Total Project Estimated Cost
1	Central Trunk Sewer Upgrade (Phase 1)	\$ 353,474	\$ -	\$ 3,480,000	\$ 3,833,474
2	Central Trunk Sewer Upgrade (Phase 2)	\$ -	\$ -	\$ 916,653	\$ 916,653
3	Central Trunk Sewer Upgrade (Phase 3)	\$ -	\$ -	\$ 1,024,067	\$ 1,024,067
4	Central Trunk Sewer Upgrade (Phase 4)	\$ -	\$ -	\$ 2,465,000	\$ 2,465,000
5	West Trunk	\$ -	\$ -	\$ 1,087,500	\$ 1,087,500
6	Orchard Park Trunk	\$ -	\$ -	\$ 906,250	\$ 906,250
7	Ranch Forcemain Twinning	\$ -	\$ -	\$ 420,500	\$ 420,500
8	Ranch Lift Station Upgrade	\$ -	\$ -	\$ 464,000	\$ 464,000
9	Lakewood Meadows Trunk (West Boundary to Lift Station)	\$ -	\$ -	\$ 1,015,000	\$ 1,015,000
10	Lakewood Meadows Forcemain (Lift Station to 55M)	\$ -	\$ -	\$ 3,190,000	\$ 3,190,000
11	North Hill Forcemain	\$ -	\$ -	\$ 5,945,000	\$ 5,945,000
12	North Hill Lift Station	\$ -	\$ -	\$ 5,147,500	\$ 5,147,500
13	Prairie's Edge Forcemain	\$ -	\$ -	\$ 6,525,000	\$ 6,525,000
14	Prairie's Edge Lift Station	\$ -	\$ -	\$ 5,147,500	\$ 5,147,500
15	West Strathmore Trunk A	\$ -	\$ -	\$ 1,740,000	\$ 1,740,000
16	West Strathmore Trunk B	\$ -	\$ -	\$ 1,957,500	\$ 1,957,500
17	West Strathmore Forcemain	\$ -	\$ -	\$ 8,772,500	\$ 8,772,500
18	West Strathmore Lift Station	\$ -	\$ -	\$ 13,485,000	\$ 13,485,000
19	BTO Effluent Pump Station Upgrade	\$ -	\$ -	\$ 641,784	\$ 641,784
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ -	\$ -	\$ -
		\$ 353,474	\$ -	\$ 64,330,754	\$ 64,684,228

*Past expenditures include past financing expenditures (interest) if any.

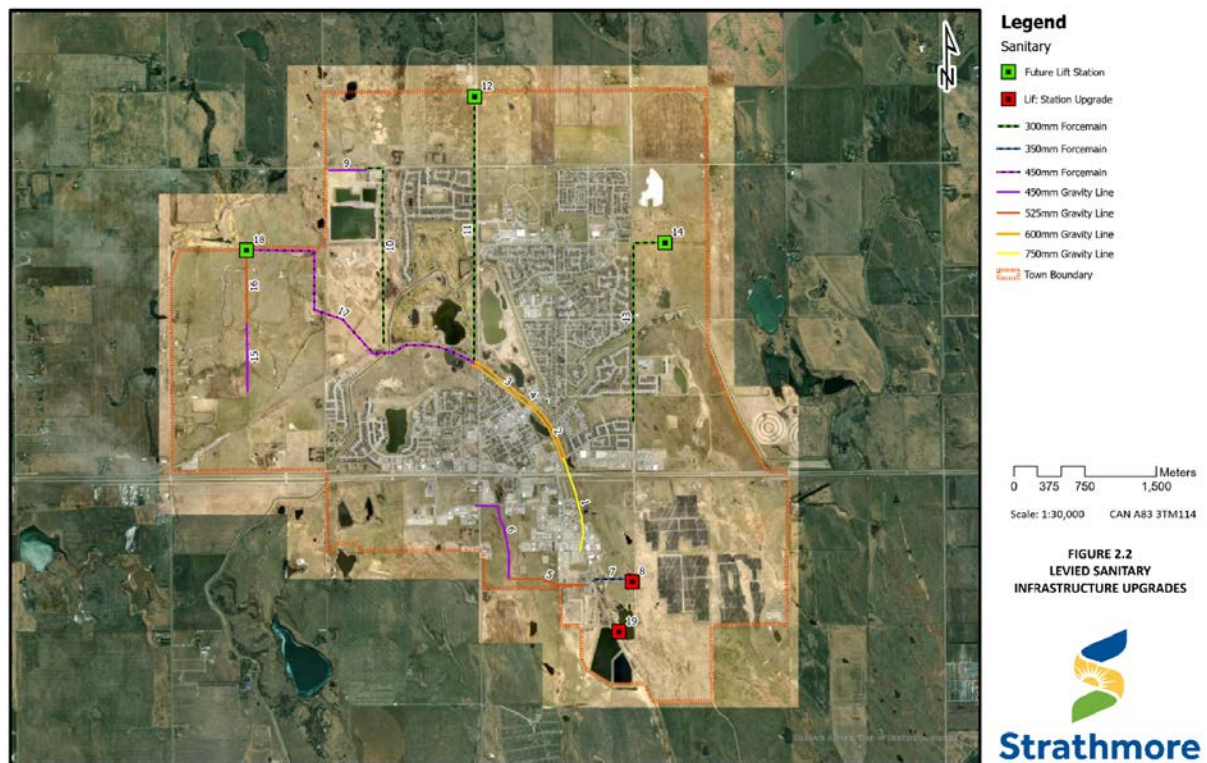
**Costs estimates provided by Town staff.

***Estimates include engineering and contingencies.

****Missing project numbers (if any) stem from projects that were deleted. However, certain deleted projects may be showing if a net project “credit” remains.

*****Unallocated levies collected to end-2020 (if any) are included in project #100 and credited 100% to future development and to offsite levy areas where development occurred prior to 2020 (see *Section D5*).

*****Offsite infrastructure definitions are described in Appendix F.



D2. Sanitary Offsite Infrastructure Grants & Contributions to Date

The MGA enables the Town to allocate the costs of offsite infrastructure to development, other than those costs that have been provided by way of special ear-marked grant or contribution (i.e., contributed infrastructure). The Town has/will receive **\$0.00 million** in special ear-marked grants and contributions for sanitary offsite levy infrastructure as shown in the table below (note, if the Town receives additional ear-marked grants or contributions in the future, it will be reflected in one of the annual updates and rates adjusted accordingly). The result is that the total reduced project estimated cost is **\$64.68 million**.

Special Grants and Contributions for Sanitary Offsite Infrastructure

Item	Project Description	Total Project Estimated Cost	Special Provincial Grants (Historic & Future)	Developer Agreement Contributions (Historic & Future)	Reduced Project Estimated Cost
1	Central Trunk Sewer Upgrade (Phase 1)	\$ 3,833,474	\$ -	\$ -	\$ 3,833,474
2	Central Trunk Sewer Upgrade (Phase 2)	\$ 916,653	\$ -	\$ -	\$ 916,653
3	Central Trunk Sewer Upgrade (Phase 3)	\$ 1,024,067	\$ -	\$ -	\$ 1,024,067
4	Central Trunk Sewer Upgrade (Phase 4)	\$ 2,465,000	\$ -	\$ -	\$ 2,465,000
5	West Trunk	\$ 1,087,500	\$ -	\$ -	\$ 1,087,500
6	Orchard Park Trunk	\$ 906,250	\$ -	\$ -	\$ 906,250
7	Ranch Forcemain Twinning	\$ 420,500	\$ -	\$ -	\$ 420,500
8	Ranch Lift Station Upgrade	\$ 464,000	\$ -	\$ -	\$ 464,000
9	Lakewood Meadows Trunk (West Boundary to Lift Station)	\$ 1,015,000	\$ -	\$ -	\$ 1,015,000
10	Lakewood Meadows Forcemain (Lift Station to 55M)	\$ 3,190,000	\$ -	\$ -	\$ 3,190,000
11	North Hill Forcemain	\$ 5,945,000	\$ -	\$ -	\$ 5,945,000
12	North Hill Lift Station	\$ 5,147,500	\$ -	\$ -	\$ 5,147,500
13	Prairie's Edge Forcemain	\$ 6,525,000	\$ -	\$ -	\$ 6,525,000
14	Prairie's Edge Lift Station	\$ 5,147,500	\$ -	\$ -	\$ 5,147,500
15	West Strathmore Trunk A	\$ 1,740,000	\$ -	\$ -	\$ 1,740,000
16	West Strathmore Trunk B	\$ 1,957,500	\$ -	\$ -	\$ 1,957,500
17	West Strathmore Forcemain	\$ 8,772,500	\$ -	\$ -	\$ 8,772,500
18	West Strathmore Lift Station	\$ 13,485,000	\$ -	\$ -	\$ 13,485,000
19	BTO Effluent Pump Station Upgrade	\$ 641,784	\$ -	\$ -	\$ 641,784
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ -	\$ -	\$ -
		\$ 64,684,228	\$ -	\$ -	\$ 64,684,228

D3. Year of Construction

The timing of construction is used to determine the impact of inflation on cost, the impact of forecast reserve balances, and the estimate of financial oversizing (described in the Section that follows). The Town anticipates construction of offsite infrastructure as outlined in the table below. Note, if this schedule is adjusted in the future, it will be reflected in one of the Town's annual rate/bylaw updates.

Forecast Year of Construction

Item	Project Description	Construction Start Year
1	Central Trunk Sewer Upgrade (Phase 1)	2022
2	Central Trunk Sewer Upgrade (Phase 2)	2029
3	Central Trunk Sewer Upgrade (Phase 3)	2032
4	Central Trunk Sewer Upgrade (Phase 4)	2037
5	West Trunk	2032
6	Orchard Park Trunk	2034
7	Ranch Forcemain Twinning	2032
8	Ranch Lift Station Upgrade	2032
9	Lakewood Meadows Trunk (West Boundary to Lift Station)	2032
10	Lakewood Meadows Forcemain (Lift Station to 55M)	2030
11	North Hill Forcemain	2040
12	North Hill Lift Station	2040
13	Prairie's Edge Forcemain	2040
14	Prairie's Edge Lift Station	2040
15	West Strathmore Trunk A	2062
16	West Strathmore Trunk B	2062
17	West Strathmore Forcemain	2060
18	West Strathmore Lift Station	2060
19	BTO Effluent Pump Station Upgrade	2032

*Project costs are inflated by 3.0% per annum to the year of construction.

D4. Sanitary Offsite Infrastructure Benefiting Parties

The sanitary offsite infrastructure listed above will benefit three parties to varying degrees:

1. Town of Strathmore – a portion of the sanitary infrastructure which is required to service existing residents. This residual benefit is determined at the point in time when the project is added to the bylaw (i.e., it does not fluctuate from year-to-year).
2. Other Stakeholders – other municipalities that benefit from the infrastructure.
3. Future Development:
 - Financial Oversizing – that portion of deemed cost (i.e., levyable sanitary infrastructure costs) which benefits future development beyond the 25-year review period.
 - **In Rates – that portion of deemed cost (i.e., levyable sanitary infrastructure costs) which benefits future development within the 25-year review period.**

The table below outlines the allocation of sanitary offsite levy infrastructure costs to benefiting parties.

Allocation of Sanitary Infrastructure to Benefiting Parties

Item	Project Description	Reduced Project Estimated Cost	Muni Share %	Other Stakeholder Share	Developer Share Beyond 25 Yrs (Financial Oversizing %)	OSL / Developer Share %
1	Central Trunk Sewer Upgrade (Phase 1)	\$ 3,833,474	20.0%		0.0%	80.0%
2	Central Trunk Sewer Upgrade (Phase 2)	\$ 916,653	20.0%		16.0%	64.0%
3	Central Trunk Sewer Upgrade (Phase 3)	\$ 1,024,067	20.0%		25.6%	54.4%
4	Central Trunk Sewer Upgrade (Phase 4)	\$ 2,465,000	20.0%		41.0%	39.0%
5	West Trunk	\$ 1,087,500	0.0%			100.0%
6	Orchard Park Trunk	\$ 906,250	0.0%			100.0%
7	Ranch Forcemain Twinning	\$ 420,500	0.0%		32.0%	68.0%
8	Ranch Lift Station Upgrade	\$ 464,000	0.0%		32.0%	68.0%
9	Lakewood Meadows Trunk (West Boundary to Lift Station)	\$ 1,015,000	0.0%		32.0%	68.0%
10	Lakewood Meadows Forcemain (Lift Station to 55M)	\$ 3,190,000	0.0%		24.0%	76.0%
11	North Hill Forcemain	\$ 5,945,000	0.0%		41.0%	59.0%
12	North Hill Lift Station	\$ 5,147,500	0.0%		41.0%	59.0%
13	Prairie's Edge Forcemain	\$ 6,525,000	0.0%		41.0%	59.0%
14	Prairie's Edge Lift Station	\$ 5,147,500	0.0%		41.0%	59.0%
15	West Strathmore Trunk A	\$ 1,740,000	0.0%		41.0%	59.0%
16	West Strathmore Trunk B	\$ 1,957,500	0.0%		41.0%	59.0%
17	West Strathmore Forcemain	\$ 8,772,500	0.0%		41.0%	59.0%
18	West Strathmore Lift Station	\$ 13,485,000	0.0%		41.0%	59.0%
19	BTO Effluent Pump Station Upgrade	\$ 641,784	20.0%		25.6%	54.4%
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -				100.0%
		\$ 64,684,228				

*Allocations were determined by Town staff.

** Financial oversizing represents that portion of cost allocated to future development that is deemed beyond the 25-year review period. It is calculated using the construction start date, and then pro-rating the costs over the 25-year review period. For example, a project constructed in year 20 of the 25-year review period will have 5 years' of cost within the review period (i.e., 20% of cost), and 80% of cost is deemed beyond the review period (i.e., financial oversizing). This approach aligns with land staging which, similarly, is limited to lands within the 25-year review period and, therefore, it represents a more equitable allocation of costs to developers. Each year as the review period moves further out, the financial oversizing amount used to update rates will decrease....more costs will fall within the review period, less costs beyond.

*** For the Town of Strathmore, the financial oversizing amount is also capped at 41% as this is the maximum amount of land available for development beyond 2048.

**** Projects with deemed financial oversizing amounts were also assessed to ensure that land was available for development (and collection) beyond the 25-year review period. If lands were not sufficiently available beyond the 25-year review period, financial oversizing amounts were removed altogether.

***** Projects allocated 100% to future development were determined by the Town to benefit future development entirely (i.e., no benefit to existing development).

D5. Existing Receipts & Adjusted Levy Cost

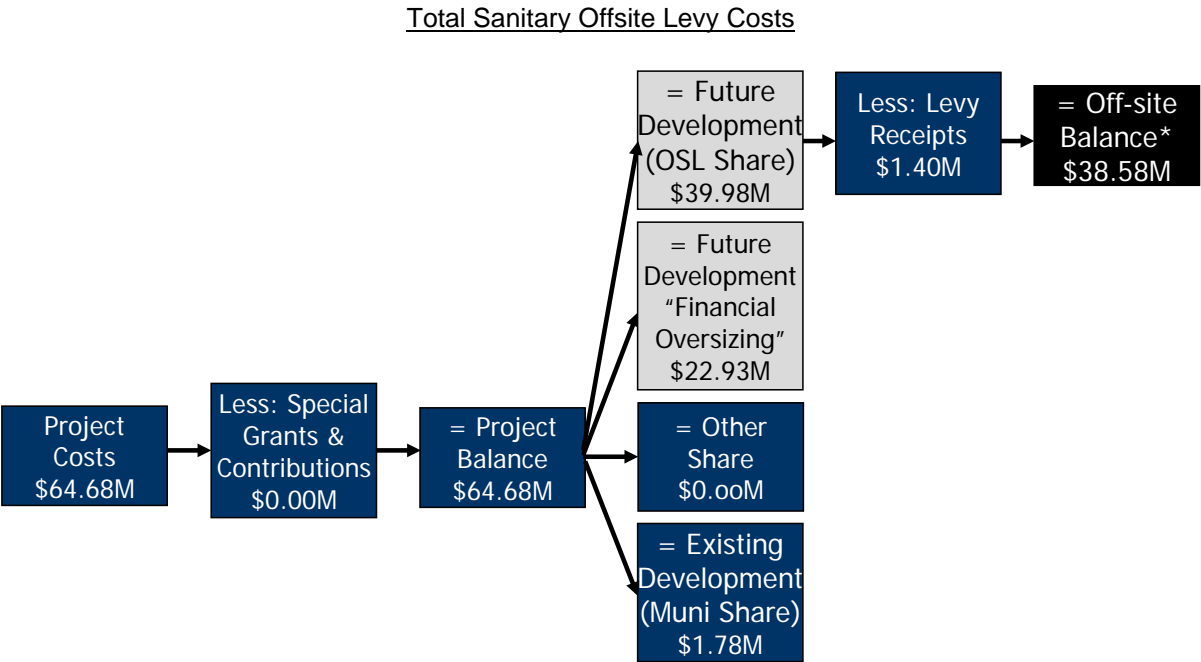
Using the offsite levy share percentages shown in the previous section and applying those percentages to project costs results in an offsite levy cost of approximately **\$39.98 million**. However, prior to allocating these costs to benefiting areas, existing offsite levy receipts collected from developers need to be considered in determining the residual/net costs to developers. Town staff have advised that approximately **\$1.40 million** (\$1.28 million + \$0.12 million) in sanitary levies have been applied/collected as shown in the table below. This results in an adjusted offsite levy cost of approximately **\$38.58 million**.

Offsite Levy Funds Applied to Date

Item	Project Description	OSL / Developer Cost	Offsite Levy Funds Collected to Dec 31, 2020	Offsite Levy Funds Collected Starting Jan 1, 2021	Adjusted Developer (Levy) Cost
1	Central Trunk Sewer Upgrade (Phase 1)	\$ 3,066,779	\$ -	\$ 6,498	\$ 3,060,281
2	Central Trunk Sewer Upgrade (Phase 2)	\$ 586,658	\$ -	\$ 1,572	\$ 585,086
3	Central Trunk Sewer Upgrade (Phase 3)	\$ 557,093	\$ -	\$ 1,756	\$ 555,337
4	Central Trunk Sewer Upgrade (Phase 4)	\$ 961,350	\$ -	\$ 4,227	\$ 957,123
5	West Trunk	\$ 1,087,500	\$ -	\$ 1,612	\$ 1,085,888
6	Orchard Park Trunk	\$ 906,250	\$ -	\$ 1,344	\$ 904,906
7	Ranch Forcemain Twinning	\$ 285,940	\$ -	\$ 945	\$ 284,995
8	Ranch Lift Station Upgrade	\$ 315,520	\$ -	\$ 1,043	\$ 314,477
9	Lakewood Meadows Trunk (West Boundary to Lift Station)	\$ 690,200	\$ -	\$ 1,507	\$ 688,693
10	Lakewood Meadows Forcemain (Lift Station to 55M)	\$ 2,424,400	\$ -	\$ 4,736	\$ 2,419,664
11	North Hill Forcemain	\$ 3,507,550	\$ -	\$ 8,043	\$ 3,499,507
12	North Hill Lift Station	\$ 3,037,025	\$ -	\$ 6,964	\$ 3,030,061
13	Prairie's Edge Forcemain	\$ 3,849,750	\$ -	\$ 21,038	\$ 3,828,712
14	Prairie's Edge Lift Station	\$ 3,037,025	\$ -	\$ 16,597	\$ 3,020,428
15	West Strathmore Trunk A	\$ 1,026,600	\$ -	\$ 2,583	\$ 1,024,017
16	West Strathmore Trunk B	\$ 1,154,925	\$ -	\$ 2,906	\$ 1,152,019
17	West Strathmore Forcemain	\$ 5,175,775	\$ -	\$ 13,025	\$ 5,162,750
18	West Strathmore Lift Station	\$ 7,956,150	\$ -	\$ 20,021	\$ 7,936,129
19	BTO Effluent Pump Station Upgrade	\$ 349,130	\$ -	\$ 1,053	\$ 348,077
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ 1,282,399	\$ -	\$ (1,282,399)
		\$ 39,975,620	\$ 1,282,399	\$ 117,471	\$ 38,575,750

D6. Summary of Sanitary Offsite Levy Cost Flow-through

As shown in the figure below, the total costs for sanitary infrastructure that forms the basis of the rate is approximately **\$38.58 million**. The cost allocations to each benefiting party are based on the benefiting percentages shown in the previous section. The offsite levy balance (due from developers) is allocated to various benefiting areas (as described in the next section).



D7. Sanitary Infrastructure Benefiting Areas

Net developer costs for each project have been allocated to multiple benefiting offsite levy area (see tables below). Allocations are denoted with a “1” below applicable area numbers. Benefiting areas were determined by Town staff. The lands anticipated to develop over the 25-years in each offsite levy benefitting area are used to determine rates.

Sanitary Allocations to Benefitting Areas

Item	Project Description	Developer Cost	1.5	2.5	3.5	4.5	5.5	6.5	7.5	8.5	9.5	10.5	11.5
1	Central Trunk Sewer Upgrade (Phase 1)	\$ 3,060,281	1	1	1			1	1			1	
2	Central Trunk Sewer Upgrade (Phase 2)	\$ 585,086	1	1	1			1	1				
3	Central Trunk Sewer Upgrade (Phase 3)	\$ 555,337	1	1	1			1	1				
4	Central Trunk Sewer Upgrade (Phase 4)	\$ 957,123	1	1	1			1	1				
5	West Trunk	\$ 1,085,888									1		
6	Orchard Park Trunk	\$ 904,906									1		
7	Ranch Forcemain Twinning	\$ 284,995				1	1						1
8	Ranch Lift Station Upgrade	\$ 314,477				1	1						1
9	Lakewood Meadows Trunk (West Boundary to Lift Station)	\$ 688,693	1										
10	Lakewood Meadows Forcemain (Lift Station to 55M)	\$ 2,419,664	1										
11	North Hill Forcemain	\$ 3,499,507	1		1								
12	North Hill Lift Station	\$ 3,030,061	1		1								
13	Prairie's Edge Forcemain	\$ 3,828,712				1	1						
14	Prairie's Edge Lift Station	\$ 3,020,428				1	1						
15	West Strathmore Trunk A	\$ 1,024,017	1										
16	West Strathmore Trunk B	\$ 1,152,019	1										
17	West Strathmore Forcemain	\$ 5,162,750	1										
18	West Strathmore Lift Station	\$ 7,936,129	1										
19	BTO Effluent Pump Station Upgrade	\$ 348,077	1	1	1	1	1	1	1	1	1	1	1
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ (1,282,399)	1	1	1			1	1	1	1	1	1
		\$ 38,575,750											

* Unallocated levies collected to end-2020 are included in project #100 and credited 100% to future development and to offsite levy areas where development occurred prior to 2020 (Areas 1, 2, 5-10).

D8. Reserve Balance

At December 31st, 2023 Town records showed a balance of \$1,114,633 in the sanitary offsite levy account. However, this was based on an over allocation of costs to developers. The sanitary account balance should be amended to reflect a surplus of **\$1,185,328**.

Sanitary Offsite Levy Reserve Balance

Description	Dr	Cr	Balance
Unallocated OSL Receipts to December 31, 2020 (Opening Balance)	\$ 1,282,398.53		\$ 1,282,398.53
OSL Receipt Allocations 2021-2023	\$ 117,471.08		\$ 1,399,869.61
Offsite Levy Expenditure Withdrawals 2021-2023		\$ 353,474.21	\$ 1,046,395.40
Interest Earned/Charged	\$ 68,237.52		\$ 1,114,632.92
Account Balance per Muni Records December 31, 2023			\$ 1,114,632.92
OSL Share of Other Expenditures to December 31, 2023		\$ (70,694.80)	\$ 1,185,327.72
Balance			\$ 1,185,327.72

*The credit of \$(70,695) in 2023 stems from an overallocation of expenditures for Project #1 whose allocation to developers is 80% (the original account withdrawal in 2022 was based on an allocation of 100%).

D9. Development and Sanitary Infrastructure Staging Impacts

Sanitary offsite infrastructure will be constructed in staged fashion over the 25-year development period. We have reviewed the availability of offsite levy funds to meet these construction requirements and found that offsite levy reserve funds will not be sufficient to pay for construction of sanitary infrastructure from time to time—front ending of infrastructure will be required. A front-end is the party that constructs and pays up front for infrastructure that benefits other parties.

To compensate parties for capital they provide in front-ending offsite infrastructure construction, a **5.12%**¹³ interest allowance has been charged to the reserve when it is forecast to be in a negative balance. Further, a **1.85%**¹⁴ interest credit has been provided to the reserve when it is forecast to be in a positive balance. The graph below highlights activity in the sanitary levy reserve over the 25-year review period.¹⁵

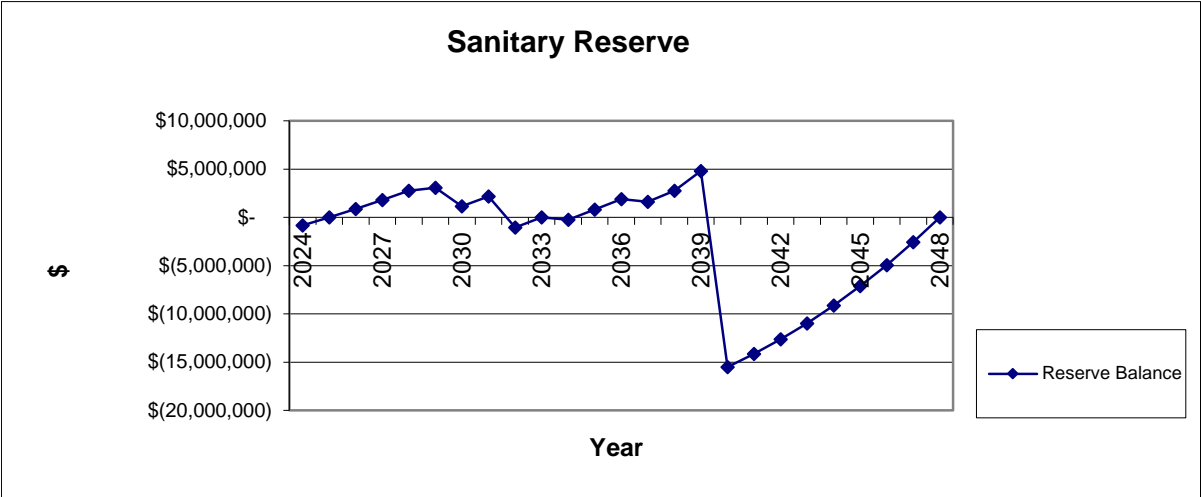
If necessary, an interest staging adjustment has been applied to rates (slightly positive or slightly negative) to ensure that the forecast reserve balance at the end of the 25-year review period always returns to break-even (i.e., developers are not charged too much thereby providing a windfall to the Town, nor are they charged too little thereby placing an unequitable burden on taxpayers).

¹³ The interest charging rate is equivalent to the 20-year debenture rate at the Alberta Capital Finance Authority at the time of calculation which was ~5.12%.

¹⁴ The interest earning rate is equivalent to the interest earning rate within the Town various reserve accounts which was 1.85% in 2023.

¹⁵ Note, forecast account/reserve balances are based only on offsite levy costs currently included in rates. Actual future account/reserve balances may vary depending on oversizing costs currently excluded from rate calculations.

Anticipated Sanitary Offsite Levy Reserve Balances



APPENDIX E: STORMWATER

E1. Stormwater Offsite Infrastructure

In order to support future growth, stormwater offsite infrastructure is required. The estimated cost of this infrastructure is based upon: (a) actual construction costs to the cut-off date, (b) debenture interest associated with financing, and (c) future cost estimates. Total cost is approximately **\$20.75 million** (in current dollars) as outlined in the table below. Actual construction expenditures, financing charges (if any), and future cost estimates were provided by Town staff. It is important to note that these costs represent “gross” costs, of which only a portion will go to support development during the 25-year review period. The remainder of this section outlines how the “net” costs for development are determined.

Summary of Stormwater Offsite Infrastructure

Item	Project Description	Cost of Completed Work	Future Debenture Interest	Estimated Cost of Work Yet to be Completed	Total Project Estimated Cost
1	Stormpond 7 (Phase 1)	\$ -	\$ -	\$ 1,624,000	\$ 1,624,000
2	Stormpond 7 (Phase 2)	\$ -	\$ -	\$ 984,550	\$ 984,550
3	Stormpond 7 (Phase 3)	\$ -	\$ -	\$ 6,749,750	\$ 6,749,750
4	CSMI Projects	\$ 39,593	\$ -	\$ 1,450,000	\$ 1,489,593
5	WID Capital Levy	\$ -	\$ -	\$ 9,904,583	\$ 9,904,583
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ -	\$ -	\$ -
		\$ 39,593	\$ -	\$ 20,712,883	\$ 20,752,476

*Past expenditures include past financing expenditures (interest) if any.

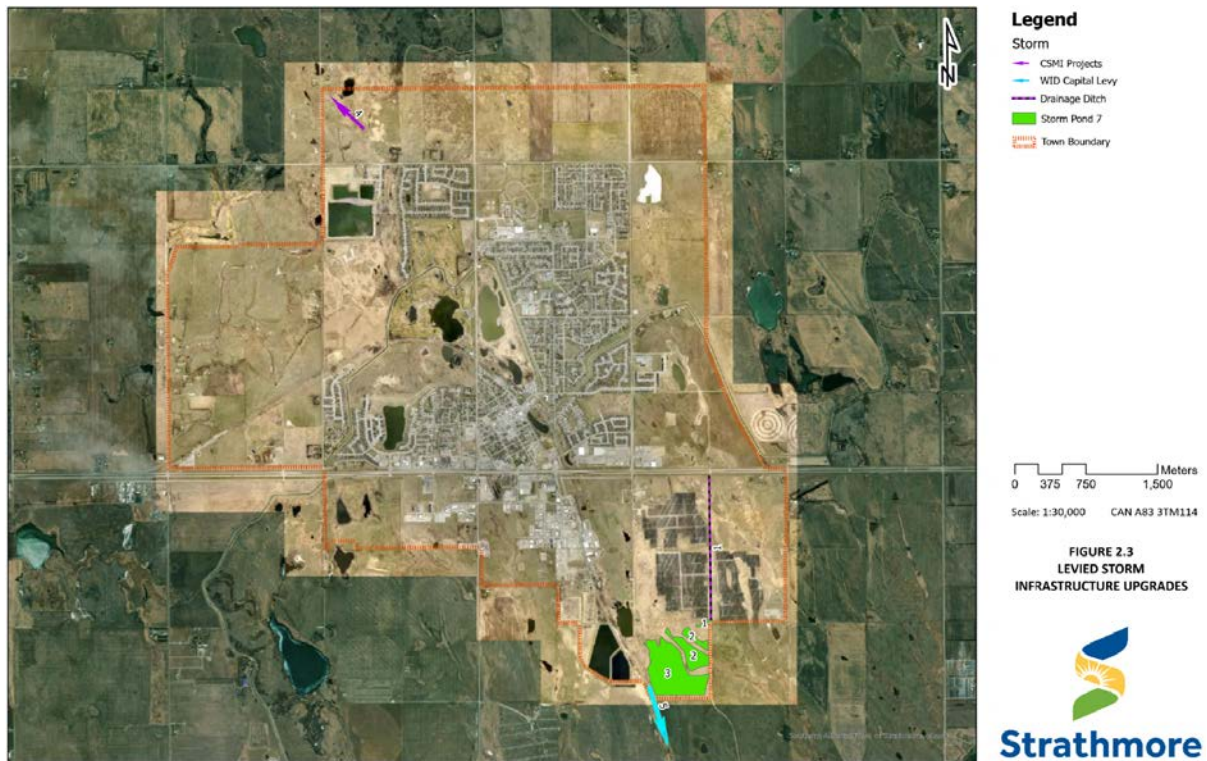
**Costs estimates provided by Town staff.

***Estimates include engineering and contingencies.

****Missing project numbers (if any) stem from projects that were deleted. However, certain deleted projects may be showing if a net project “credit” remains.

*****Unallocated levies collected to end-2020 (if any) are included in project #100 and credited 100% to future development and to offsite levy areas where development occurred prior to 2020 (see *Section E5*).

*****Offsite infrastructure definitions are described in Appendix F.



E1. Stormwater Offsite Infrastructure Grants & Contributions to Date

The MGA enables the Town to allocate the costs of offsite infrastructure to development, other than those costs that have been provided by way of special ear-marked grant or contribution (i.e., contributed infrastructure). The Town has/may receive **\$0.00 million** in special grants and contributions for stormwater offsite levy infrastructure as shown in the table below (note, if the Town receives additional grants or contributions in the future, it will be reflected in one of the annual updates and rates adjusted accordingly). The result is that the total reduced project estimated cost is **\$20.75 million**.

Special Grants and Contributions for Stormwater Offsite Infrastructure

Item	Project Description	Total Project Estimated Cost	Special Provincial Grants (Historic & Future)	Developer Agreement Contributions (Historic & Future)	Reduced Project Estimated Cost
1	Stormpond 7 (Phase 1)	\$ 1,624,000	\$ -	\$ -	\$ 1,624,000
2	Stormpond 7 (Phase 2)	\$ 984,550	\$ -	\$ -	\$ 984,550
3	Stormpond 7 (Phase 3)	\$ 6,749,750	\$ -	\$ -	\$ 6,749,750
4	CSMI Projects	\$ 1,489,593	\$ -	\$ -	\$ 1,489,593
5	WID Capital Levy	\$ 9,904,583	\$ -	\$ -	\$ 9,904,583
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ -	\$ -	\$ -
		\$ 20,752,476	\$ -	\$ -	\$ 20,752,476

E2. Stormwater Infrastructure Staging

The timing of construction is used to determine the impact of inflation on cost, and the impact of forecast account balances. The Town anticipates construction of offsite

infrastructure as outlined in the table below. Note, if this schedule is adjusted in the future, it will be reflected in one of the Town's annual rate/bylaw updates.

Stormwater Infrastructure Staging

Item	Project Description	Construction Start Year
1	Stormpond 7 (Phase 1)	2029
2	Stormpond 7 (Phase 2)	2032
3	Stormpond 7 (Phase 3)	2035
4	CSMI Projects	2021
5	WID Capital Levy	2020

*Project costs are inflated by 3.0% per annum to the year of construction.

E3. Stormwater Offsite Infrastructure Benefiting Parties

The stormwater offsite infrastructure listed above will benefit three parties to varying degrees:

4. Town of Strathmore – a portion of the sanitary infrastructure which is required to service existing residents. This residual benefit is determined at the point in time when the project is added to the bylaw (i.e., it does not fluctuate from year-to-year).
5. Other Stakeholders – other municipalities that benefit from the infrastructure.
6. Future Development:
 - Financial Oversizing – that portion of deemed cost (i.e., levyable sanitary infrastructure costs) which benefits future development beyond the 25-year review period.
 - **In Rates – that portion of deemed cost (i.e., levyable sanitary infrastructure costs) which benefits future development within the 25-year review period.**

The table below outlines the allocation of stormwater offsite levy infrastructure costs to benefiting parties. Percentage allocations are determined after reducing stormwater offsite levy infrastructure costs for grants described earlier.

Allocation of Stormwater Infrastructure to Benefiting Parties

Item	Project Description	Reduced Project Estimated Cost	Muni Share %	Other Stakeholder Share	Developer Share Beyond 25 Yrs (Financial Oversizing %)	OSL / Developer Share %
1	Stormpond 7 (Phase 1)	\$ 1,624,000	0.0%		20.0%	80.0%
2	Stormpond 7 (Phase 2)	\$ 984,550	0.0%		32.0%	68.0%
3	Stormpond 7 (Phase 3)	\$ 6,749,750	0.0%		41.0%	59.0%
4	CSMI Projects	\$ 1,489,593	0.0%		0.0%	100.0%
5	WID Capital Levy	\$ 9,904,583	0.0%		0.0%	100.0%
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -				100.0%
		\$ 20,752,476				

*Allocations were determined by Town staff.

** Financial oversizing represents that portion of cost allocated to future development that is deemed beyond the 25-year review period. It is calculated using the construction start date, and then pro-rating the costs over the 25-year review period. For example, a project constructed in year 20 of the 25-year review period will have 5 years'

of cost within the review period (i.e., 20% of cost), and 80% of cost is deemed beyond the review period (i.e., financial oversizing). This approach aligns with land staging which, similarly, is limited to lands within the 25-year review period and, therefore, it represents a more equitable allocation of costs to developers. Each year as the review period moves further out, the financial oversizing amount used to update rates will decrease....more costs will fall within the review period, less costs beyond.

*** For the Town of Strathmore, the financial oversizing amount is also capped at 41% as this is the maximum amount of land available for development beyond 2048.

**** Projects with deemed financial oversizing amounts were also assessed to ensure that land was available for development (and collection) beyond the 25-year review period. If lands were not sufficiently available beyond the 25-year review period, financial oversizing amounts were removed altogether.

***** Projects allocated 100% to future development were determined by the Town to benefit future development entirely (i.e., no benefit to existing development).

E4. Existing Receipts

Using the offsite levy share percentages shown in the previous section and applying those percentages to project costs results in an offsite levy cost of approximately **\$17.35 million**. However, prior to allocating these costs to benefiting areas, existing offsite levy receipts collected from developers need to be considered in determining the residual/net costs to developers. Approximately **\$1.72million** (\$1.68 million + \$0.04 million) in stormwater levies has been collected as shown in the table below. This results in an adjusted offsite levy cost of approximately **\$15.63 million**.

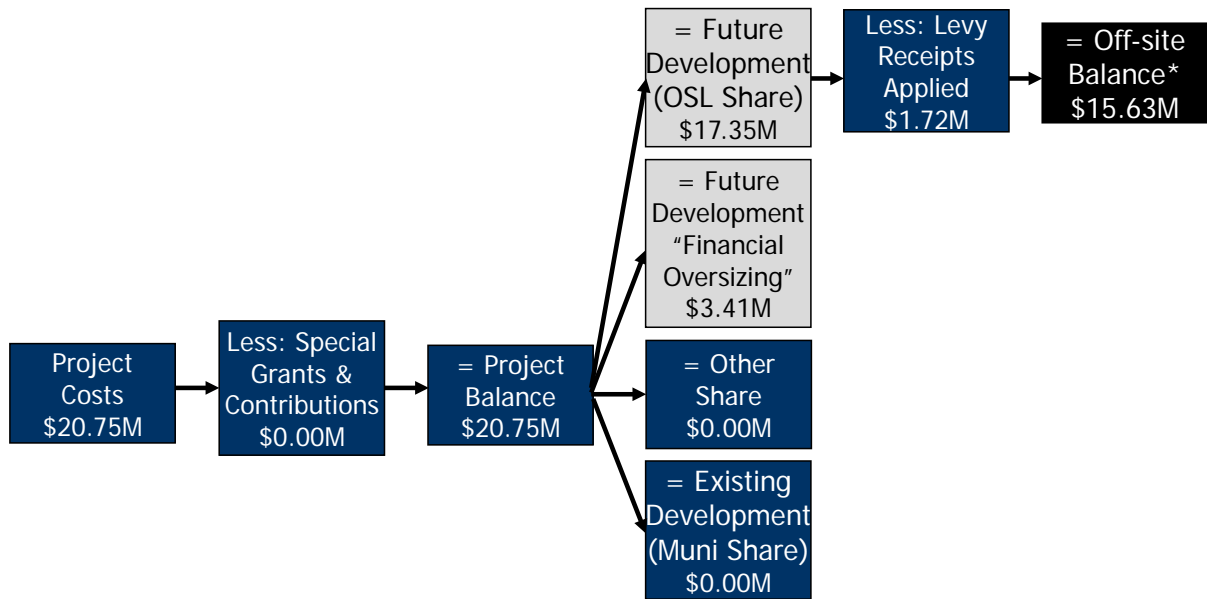
Offsite Levy Funds Collected to Date

Item	Project Description	OSL / Developer Cost	Offsite Levy Funds Collected to Dec 31, 2020	Offsite Levy Funds Collected Starting Jan 1, 2021	Adjusted Developer (Levy) Cost
1	Stormpond 7 (Phase 1)	\$ 1,299,200	\$ -	\$ -	\$ 1,299,200
2	Stormpond 7 (Phase 2)	\$ 669,494	\$ -	\$ -	\$ 669,494
3	Stormpond 7 (Phase 3)	\$ 3,982,353	\$ -	\$ 5,439	\$ 3,976,914
4	CSMI Projects	\$ 1,489,593	\$ -	\$ 22,740	\$ 1,466,853
5	WID Capital Levy	\$ 9,904,583	\$ -	\$ 7,981	\$ 9,896,602
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ -	\$ 1,680,331	\$ -	\$ (1,680,331)
		\$ 17,345,222	\$ 1,680,331	\$ 36,160	\$ 15,628,731

E5. Summary of Stormwater Offsite Levy Cost Flow-through

As shown in the figure below, the total costs for stormwater infrastructure that forms the basis of the rate is approximately **\$15.63 million**. The cost allocations to each benefiting party are based on the benefiting percentages shown in *Appendix E4*. The offsite levy balance (due from developers) is allocated to various benefiting areas (as described in the next section).

Total Stormwater Offsite Levy Costs



E6. Stormwater Infrastructure Benefiting Areas

Net developer costs for each project are allocated to multiple benefiting offsite levy area (see tables below). Allocations are denoted with a “1” below applicable area numbers. Benefiting areas were determined by Town engineering staff. The lands anticipated to develop over the 25-years in each offsite levy benefitting area are used to determine rates.

Benefiting Areas for Stormwater Offsite Infrastructure

Item	Project Description	Developer Cost	1.5	2.5	3.5	4.5	5.5	6.5	7.5	8.5	9.5	10.5	11.5
1	Stormpond 7 (Phase 1)	\$ 1,299,200					1						1
2	Stormpond 7 (Phase 2)	\$ 669,494					1						1
3	Stormpond 7 (Phase 3)	\$ 3,976,914			1		1	1	1	1	1	1	1
4	CSMI Projects	\$ 1,466,853	1			1							
5	WID Capital Levy	\$ 9,896,602		1	1		1	1	1	1	1	1	1
100	Unallocated Offsite Levies Collected to Dec 31, 2020 - DO NOT DELETE	\$ (1,680,331)	1	1			1	1	1	1	1	1	
		\$ 15,628,731											

* Unallocated levies collected to end-2020 are included in project #100 and credited 100% to future development and to offsite levy areas where development occurred prior to 2020 (Areas 1, 2, 5-10).

E7. Account Balance

At December 31st, 2023 Town records showed a balance of \$335,109 in the stormwater offsite levy account. However, this is based on an over allocation of costs to developers. The stormwater account balance should be amended to reflect a surplus of **\$377,710**.

Stormwater Offsite Levy Account Balance

2022			\$ (1,049,114.10)
Opening Balance			\$ (1,049,114.10)
Interest on Opening Balance		\$ 24,549.27	\$ (1,073,663.37)
Withdrawals From Levy Account (Applied to Projects)		\$ -	\$ (1,073,663.37)
Additional OSL Expenditures (Front-ending) Incl Debenture Interest (If any)		\$ -	\$ (1,073,663.37)
OSL Receipts	\$ 1,929.20		\$ (1,071,734.17)
Non-Levy Contributions (If Any)	\$ -		\$ (1,071,734.17)
Interest on OSL Expenditures		\$ -	\$ (1,071,734.17)
Interest on OSL Receipts	\$ 9.65		\$ (1,071,724.53)
Interest on Non-Levy Contributions (If Any)	\$ -		\$ (1,071,724.53)
Town Front-ending Adjustment	\$ 1,071,724.53		\$ 0.00
Closing Balance			\$ 0.00

E8. Development and Stormwater Infrastructure Staging Impacts

Stormwater offsite infrastructure will be constructed in staged fashion over the 25-year development period. We have reviewed the availability of offsite levy funds to meet these construction requirements and found that offsite levy account funds will not be sufficient to pay for construction of stormwater infrastructure from time to time—front ending of infrastructure will be required. A front-end is the party (to date the Town of Sylvan Lake has been the primary front-end) that constructs and pays up front for infrastructure that benefits other parties.

In order to compensate parties for capital they provide in front-ending offsite infrastructure construction, a **5.12%** interest allowance has been charged to the account when in a negative balance¹⁶. Further, a **1.85%** interest credit has been provided to the account when it is in a positive balance¹⁷. The graph and table below outline stormwater levy account balances over the 25-year development period¹⁸.

If necessary, a staging adjustment is applied to rates (positive or negative) to ensure that the forecast account balance at the end of the 25-year review period always returns to break-even (i.e., developers are not charged too much thereby providing a windfall to the Town, nor are they charged too little thereby placing an unequitable burden on taxpayers).A

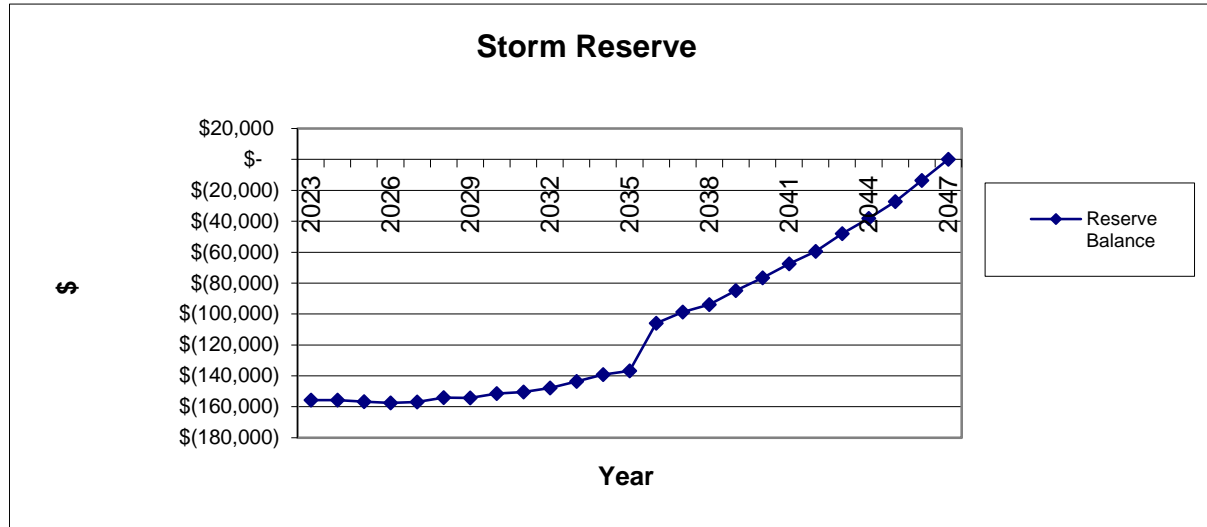
¹⁶ The interest charging rate is equivalent to the 20-year debenture rate at the Alberta Capital Finance Authority at the time of calculation which was ~5.12%.

¹⁷ The interest earning rate is equivalent to the interest earning rate within the Town various reserve accounts which was 1.85% in 2023.

¹⁸ Note, forecast account/reserve balances are based only on offsite levy costs currently included in rates. Actual future account/reserve balances may vary depending on oversizing costs currently excluded from rate calculations.

detailed overview of offsite levy calculations, including staging adjustments, is outlined in *Appendix H*.

Anticipated Stormwater Offsite Levy Account Balances



Anticipated Stormwater Offsite Levy Account Balances

Year	Receipts	Expenditure	Opening Balance	
			Interest	Balance
2023	\$ 6,105	\$ 154,200	\$ (7,701)	\$ (155,796)
2024	\$ 7,810	\$ -	\$ (7,695)	\$ (155,681)
2025	\$ 6,688	\$ -	\$ (7,748)	\$ (156,741)
2026	\$ 6,940	\$ -	\$ (7,790)	\$ (157,591)
2027	\$ 8,358	\$ -	\$ (7,760)	\$ (156,992)
2028	\$ 10,573	\$ -	\$ (7,614)	\$ (154,034)
2029	\$ 7,365	\$ -	\$ (7,627)	\$ (154,295)
2030	\$ 10,332	\$ -	\$ (7,486)	\$ (151,449)
2031	\$ 8,502	\$ -	\$ (7,433)	\$ (150,380)
2032	\$ 9,839	\$ -	\$ (7,308)	\$ (147,850)
2033	\$ 11,233	\$ -	\$ (7,104)	\$ (143,721)
2034	\$ 11,353	\$ -	\$ (6,883)	\$ (139,250)
2035	\$ 9,245	\$ -	\$ (6,760)	\$ (136,765)
2036	\$ 36,107	\$ -	\$ (5,234)	\$ (105,893)
2037	\$ 11,979	\$ -	\$ (4,883)	\$ (98,797)
2038	\$ 9,458	\$ -	\$ (4,646)	\$ (93,984)
2039	\$ 13,346	\$ -	\$ (4,193)	\$ (84,832)
2040	\$ 11,942	\$ -	\$ (3,790)	\$ (76,680)
2041	\$ 12,523	\$ -	\$ (3,336)	\$ (67,493)
2042	\$ 10,970	\$ -	\$ (2,939)	\$ (59,463)
2043	\$ 13,878	\$ -	\$ (2,370)	\$ (47,955)
2044	\$ 11,638	\$ -	\$ (1,888)	\$ (38,205)
2045	\$ 12,308	\$ -	\$ (1,347)	\$ (27,244)
2046	\$ 14,287	\$ -	\$ (674)	\$ (13,631)
2047	\$ 13,631	\$ -	\$ 0	\$ 0

APPENDIX F: OFFSITE INFRASTRUCTURE DEFINITIONS¹⁹

F1. Water

The Town of Strathmore's water system conforms to the Standard's and Guidelines for Municipal Waterworks, Wastewater, and Storm Drainage Systems and published by Alberta Environment and Protected Areas.

The Town's water is supplied by the City of Calgary via the East Calgary Regional Waterline (ECRW) and delivered to the Wildflower Reservoir. Distribution throughout the Town is achieved via a network of transmission and distribution lines varying in size, materials, and age. Leivable water infrastructure focuses on primary distribution only, following a generalized grid pattern throughout the community that delivers water to the edge of each development area. A future East Reservoir and the transmission network to connect to the existing reservoir and ECRW are also included, all other upgrades, unless a direct impact of the Reservoir Upgrades, are the responsibility of the individual developments.

F2. Sanitary

The sanitary system in the Town also conforms to the Standard's and Guidelines for Municipal Waterworks, Wastewater, and Storm Drainage Systems and published by Alberta Environment and Protected Areas.

Sanitary Sewers are interconnected and utilize a trunk system to deliver the full Town's sanitary flows to the Waste Water Treatment Plant (WWTP) at the south edge of the Town. This Biological Nutrient Removal (BNR) style treatment plant is relatively new and operates well within its existing capacity. Leivable sanitary infrastructure is primarily attributed to upgrades to the Trunk System which runs in a Northwest to Southeast direction. Delivery systems (lift stations) associated with the Trunk Network which service more than two (2) development areas are also included within the Levy Structure; sanitary work within a community is not generally seen as a Levy project and is the responsibility of the development.

F3. Stormwater

The Town of Strathmore's stormwater system conforms to the Standard's and Guidelines for Municipal Waterworks, Wastewater, and Storm Drainage Systems and published by Alberta Environment and Protected Areas.

The Town's topography requires multiple stormwater catchment areas to be considered, primarily a North (Serviceberry) and a South (Bow) catchment area. Each has their own dedicated discharge location and restrictions on stormwater flow related to each of the discharge points. Levies are collected to provide the applicable discharge points at the Northwest and Southeast corners of Town. A regional collection system (storm ponds)

¹⁹ Offsite infrastructure definitions were developed by the Town and are intended to be a guide only. The Town reserves the right to modify these definitions as required to address unique or changing circumstances.

necessary to achieve the flow restrictions at the Southeast discharge point is also included. Stormwater minor systems and community containment is the responsibility of each developer.

F4. Transportation

The Town of Strathmore primarily consists of local roadways and collector roads along with select arterial cross sections and Provincial Highways #1 and #817. The Transportation Master Plan outlines the cross section of each roadway however these generally follow the Transportation Association of Canada (TAC) Geometric Design Guide and other local (provincial) guidelines where appropriate.

Leviable Transportation upgrades focus on the primary collector or arterial roadways in a generalized grid pattern which support the community as a whole. These roadways generally follow the Alberta Township System (ATS) grid with minor exceptions where necessary. Roadways within a community which feed to this primary grid are the responsibility of each development and not considered in the Levy Projects.

APPENDIX G: COMPARISON OF RATES

The table below compares the Town's new offsite levy rates to rates in other municipalities.

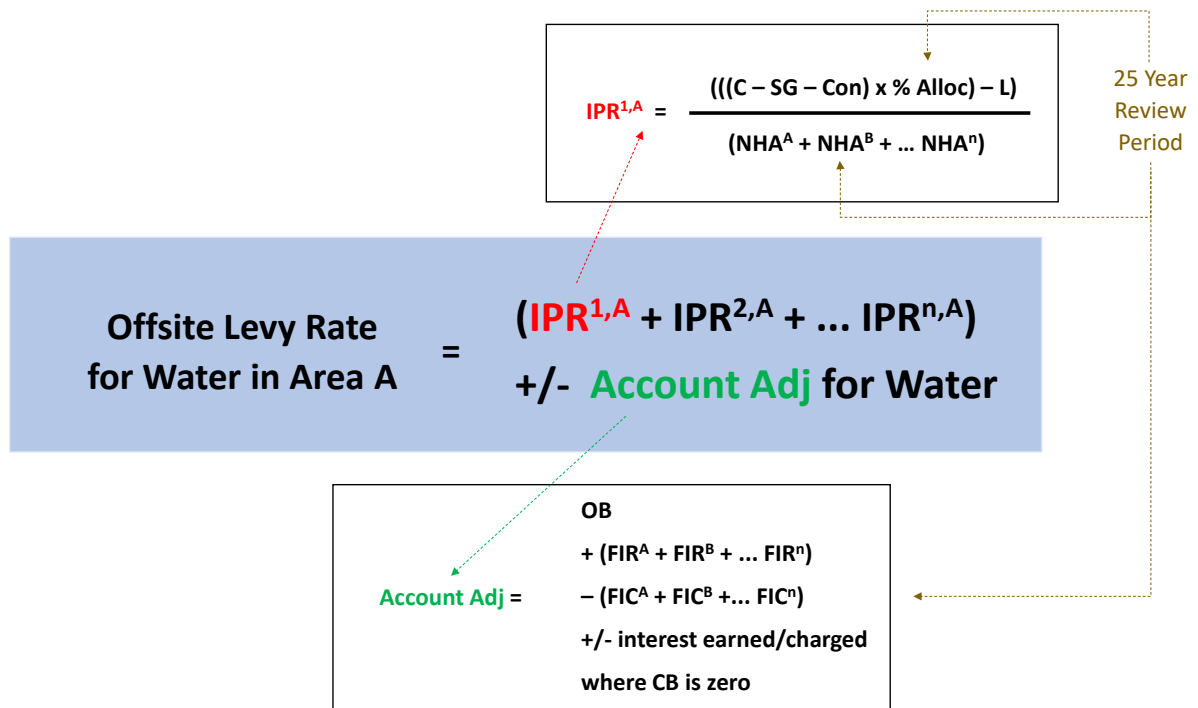
Municipality / Area	Average Per Ha.
Town of Crossfield	\$51,900 - \$84,800 (2023)
Town of Blackfalds (roads, water, sewer, storm)	\$90,100 (2015)
City of Airdrie	\$91,200-\$102,200 (2022)
Town of Strathmore* (roads, water, sewer)	\$165,342 (2024)
City of Medicine Hat* (roads, water, sewer, storm)	\$102,012 (2022)
Town of Redcliff* (roads, water, sewer, storm)	\$109,200 (2016)
Town of High River (roads, water, sewer)	\$138,052 - \$290,481 (2021)
City of Brooks* (roads, water, sewer, storm)	\$79,823 (2021)
Town of Cochrane (roads, water, sewer, storm, hwy int, police)	\$281,711 - \$320,613 (2023)
Town of Okotoks (roads, water, sewer)	\$198,600 (2020)
City of Red Deer* (roads, water, sewer, storm)	\$203,300 (2019)
City of Chestermere* (roads, water, sewer, storm, recreation)	\$295,960 (2022)
Red Deer County (Gasoline Alley) (roads, water, sewer, storm)	\$220,000 (2017)
City of Lethbridge (roads, water, sewer, storm)	\$290,000 (2023)
City of Calgary Green Field Area (roads, water, sewer, storm, comm,stab)	\$495,000 - \$544,000 (2023)
Foothills County	Not current (2002)
Town of Irricana	Not current (2007)
Rocky View County	N/A - \$/m3
Wheatland County	Incomplete (Road only)
Town of Diamond Valley	N/A – none

*CORVUS clients

**Information adapted from online sources as at early 2024.

APPENDIX H: RATE CALCULATION

The diagram below depicts the rate calculation formula. The offsite levy rate in each offsite levy area (e.g., Area A) for a given infrastructure type (e.g., water) is equal to the sum of all Individual Projects Rates (IPRs) applicable to the Area, plus or minus a reserve/account Adjustment (Adj) for that specific infrastructure type (e.g., water reserve/account).



Where:

"IPR^{1,A}" is the **Individual Project Rate** for Project 1 in Area A and is calculated as: the total remaining cost allocated to future development, divided by the forecast adjusted net hectares that will develop during the 25-year review period in all areas that benefit from Project 1.

"C" is the total **Cost** of Project 1 and is calculated as: the actual historical costs for completed construction, plus actual historical loan interest (if any), plus estimated future construction costs, plus estimated future loan interest (if any). Cost estimates are prepared by the municipality (or engineering advisors or facility advisors for the municipality) and are often outlined in master plans or other technical documents.

"SG" are **Special Grants** received and anticipated. These grants are earmarked/restricted to a specific project.

"Con" is **Contributions** received and anticipated. These are unique contributions received from developers or other third parties which are not offsite levies and which are not already reflected in allocations to other municipalities etc. They are similar to special grants in that

they are contributions earmarked/restricted to a specific project.

“% Alloc” is the **Percentage of Project Cost Allocated** to future development within the 25-year review period. This percentage is determined by the municipality (or engineering advisors or facility advisors for the municipality). Project cost is allocated to three parties: (1) future development, (2) the existing municipality, and (3) third parties. Because infrastructure is often built solely to support future land development, project cost is often allocated 100% to future development. But when infrastructure is built to support an existing need, a percentage of cost is allocated to the municipality (i.e., existing taxpayers). Similarly, there may be circumstances when a project is constructed to support a need in a neighbouring municipality (e.g., a stormwater management facility to deal with drainage issues stemming from a neighbouring municipality, or an arterial road that straddles the boundary of both municipalities, or a water treatment plant intended to provide water to a neighbouring municipality). In this case, a percentage of cost is allocated to the third party.

“L” are the **Levies** collected to date for a specific project.

“NHA^A” are the **Net Hectares** of land in Area A that are forecast to be developed within the 25-year review period. Net hectares are usually equal to gross hectares less environmental lands (if any), less an allowance for municipal reserves (usually 10%), less arterial road rights of way and any other land allowances (if any). The total net hectares from all areas that benefit from a given project (i.e., the benefitting basin) are included in the denominator of the Individual Project Rate calculation (see IPR).

“Adj” is the overall offsite levy reserve/account **Adjustment** and is calculated as a percentage and applied to all offsite levy rates for a given infrastructure type (e.g., water). This is a complex calculation because legislation contemplates one account/reserve for each infrastructure type. The staging adjustment is revised each time rates are updated. This ensures rates reflect the most up-to-date data and assumptions.

Note: though municipalities must track levies collected for each project, legislation does not contemplate one account/reserve for each project. If this were the case, no project would be built until all lands in the benefitting basin were developed and associated levies collected. This would not be practicable. By utilizing one account/reserve for a family of projects of a given infrastructure type, monies collected can be used to construct the next project in the construction staging schedule.

“OB” is the **Opening Balance** of the applicable offsite levy account/reserve (e.g., water reserve) and is calculated as the sum of all actual levy contributions received, less the % of actual project costs to date allocated to future development (including financing costs if any), plus/minus the application of interest earned and interest charged. Interest within offsite levy reserves/accounts may be calculated by applying the interest earning rate for the applicable year at mid-year (the “Half Year Rule”) and the interest charge rate for the applicable year at September (the “Quarter Year Rule”).

“FIR^A” is the estimated **Future Inflated Revenues** for Area A in the applicable offsite levy account/reserve (e.g., water revenues). Future inflated revenues are determined using the amount of land and timing stemming from the development staging plan in Area A, multiplied by offsite levy rates anticipated in the future in Area A (inflation is applied to current levy rates to forecast future rates).

“FIC^A” is the estimated **Future Inflated Costs** for Area A in the applicable offsite levy

account/reserve (e.g., water project costs). Future inflated costs are determined using the percentage of project costs in each year stemming from the construction staging plan for each project (inflation is applied to current cost estimates to forecast future costs).

“CB” is the **Closing Balance** in the applicable offsite levy account/reserve at the conclusion of the 25-year review period. The closing balance at the end of the 25-year review period must be zero—the municipality cannot over collect from future development, and future development cannot under pay.²⁰

²⁰ Note, forecast account/reserve balances are based only on offsite levy costs currently included in rates. Actual future account/reserve balances may vary depending on oversizing costs currently excluded from rate calculations.



Report for Council

To: Council

Staff Contact: Leana Ashbacher, Senior Manager of Financial Services

Date Prepared: September 18, 2024

Meeting Date: October 2, 2024

SUBJECT: Gas Franchise Fee Advertising Requirement

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

Gas Franchise Fees are used to supplement the Town's Operating Budget, which enables the Town to provide services to residents.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Advertising the franchise agreement is a legislated requirement. It should be noted that no increase to the franchise fee is proposed. Instead, this is simply a legal requirement contained within the legislation to have the agreement advertised and, ultimately, reapproved by the Alberta Utilities Commission.

ORGANIZATIONAL:

Staff time was used to prepare this report, and will be used to liaison with the Strathmore Times to complete the advertising requirement.

OPERATIONAL:

N/A

FINANCIAL:

Gas Franchise Fees are used to supplement the Town's Operating Budget.

POLICY:

N/A

IMPLEMENTATION:

A new ATCO gas Franchise Fee advertisement will be published in the Strathmore Times for a two week period, beginning in October 2025. The advertisement must be posted no later than November 15, 2024.

BACKGROUND:

ATCO is working with all their Franchise Fee communities to address the requirements of the new legislation: *The Utilities Affordability Statutes Amendment Act*. The Alberta Utility Commission has established a special process to efficiently approve all existing current and valid gas distribution franchise agreements that are compliant with the new legislation before the March 2025 deadline. In discussions with ATCO, the Town has been informed that the details of the agreement are compliant but that we must go through this formal process to meet the legislative requirements.

This means that the Town's gas distribution franchise agreement, which is current and valid, must be reviewed and re-approved by the Alberta Utilities Commission before March 17, 2025, or it will terminate by operation of law on that date. If it is terminated, all benefits provided under the agreement will end, including the payment of franchise fees to the municipality, which means there is an anticipated annual loss of revenue to the municipality in the amount of \$1.265 Million.

As part of the process, the community will be able to express any objections, concerns, or support regarding the franchise agreement and the financial impact on them. The public may send their feedback to the Town of Strathmore, to ATCO, or to the Alberta Utilities Commission. These communications will be included in the application to the Alberta Utilities Commission that ATCO will make as soon as possible but no later than December 13, 2024. The Alberta Utilities Commission will review the information submitted, and provided everything is in order, will issue a Decision to confirm that the Town's franchise agreement is current, valid and compliant with the new legislation.

Administration has reviewed and confirmed with FortisAlberta Inc. that there is no requirement to re-file or re-approve the current agreement on our Electricity Franchise fee. Both MGA s.45(5) and Electric Utility Act 139(6)(7) are directed at corporations controlled by the municipality or to a subsidiary of the municipality, which is not applicable to Fortis, whereas Section 49(5) of the Gas Utilities Act, specifically applies to "owners" of a gas utility, and therefore impacts our Gas Franchise agreement with ATCO differently.

KEY ISSUE(S)/CONCEPT(S):

The Town is required to post the advertisement by November 15, 2024 and complete AUC reporting requirements no later than March 17, 2025. Administration is bringing this report to Council to provide full transparency, anticipating that Councilors may face questions from residents on the nature of the advertisement once it is posted.

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

A new ATCO gas Franchise Fee Ad will be published in the Strathmore Times for a two week period, beginning in October 2024. The advertisement must be posted no later than November 15, 2024.

ALTERNATIVE ACTIONS/MOTIONS:

Council can refer the matter to a Committee of the Whole meeting for further discussion.

ATTACHMENTS:

[Attachment I: ATCO Letter](#)

Leana Ashbacher, Senior Manager of Financial Services

Approved

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

- 20 Sep
2024

Approved

- 25 Sep
2024

Johnathan Strathdee, Manager of Legislative Services

Approved

- 25 Sep
2024

Kevin Scoble, Chief Administrative Officer

Approved

- 26 Sep
2024

16 August, 2024

Town of Strathmore
1 Parklane Drive, P.O. Box 2280
Strathmore, AB, T1P 1K2

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

**Re: Impacts of New Provincial Legislation on Your Gas Distribution Franchise Agreement
Time-Sensitive and Action Required**

As you may be aware, the Government of Alberta's *Utilities Affordability Statutes Amendment Act, 2024*,¹ (the "**Act**") became law when it received Royal Assent on May 16, 2024. The Act makes several changes to various statutes governing franchise agreements. One of these changes affects the gas distribution franchise agreement you have with ATCO Gas and Pipelines Ltd. ("**ATCO**"):

- Section 49(5) of the *Gas Utilities Act* now states that a franchise granted by a municipality to an owner of a gas utility that has not been approved by the AUC after the coming into force of this subsection will terminate 270 days after the coming into force of that subsection.

This means that your gas distribution franchise agreement for Strathmore, which is current and valid, must be reviewed and re-approved by the Alberta Utilities Commission ("**AUC**") before March 17, 2025, or it will terminate by operation of law on that date. If it is terminated, all benefits provided under the agreement will end, including the payment of franchise fees to your municipality.

In response to this new legislation, the AUC has established a special process² to efficiently approve all existing current and valid gas distribution franchise agreements that are compliant with the new legislation before the March 2025 deadline. To qualify for this special process, no changes may be made to the previously approved franchise terms, including the expiry date and the existing franchise fee. As

¹ *Utilities Affordability Statutes Amendment Act, 2024*, SA 2024, c 8; www.alberta.ca/making-utility-bills-more-affordable

² <https://media.auc.ab.ca/prd-wp-uploads/News/2024/Bulletin%202024-12.pdf>

part of this special process, ATCO is required to submit information pertaining to your franchise agreement to the AUC at the end of this year, for its review and approval.

We require your collaboration with respect to certain aspects of the re-approval process, including (1) advertising your franchise agreement to your community using a template we will provide you, (2) recording any feedback from residents, (3) responding to feedback from residents and keeping records of your responses, and (4) providing ATCO with all of that information to submit to the AUC. We understand that this may be inconvenient and an imposition on your resources, but it cannot be avoided due to the changes made by the Act. The attached process document explains what must be done and by when.

Please note that if you think you may want to change your franchise fee rate for the full 2025 calendar year, it is necessary to complete the above-described re-approval process first, by early October, before commencing the franchise fee rate change process. Otherwise, franchise fee rate changes will be processed for an effective date of April 1, 2025, or later.

Thank you for your prompt attention to this matter. If you have any questions or concerns, please reach out to me at your earliest convenience at Chris.Blunt@atco.com.

Regards,

Chris Blunt

Manager, Service Operations & Pressure Control South
ATCO Gas and Pipelines Ltd.

Franchise Agreement Re-Approval Process
(Utilities Affordability Statutes Amendment Act, 2024)

Step	Action/Event	Responsibility
1	<p><u>Contact ATCO</u> At Your Earliest Convenience</p> <p>Contact ATCO for a copy of the AUC Notice template, tailored to your community, that you must publish in your local print newspaper with the widest circulation in your community.</p>	Municipality
2	<p><u>ATCO Prepares & Sends You the Template</u> Within 7 Days of your Request</p> <p>Upon receiving your request, ATCO will tailor the AUC Notice template with information specific to your community.</p>	ATCO
3	<p><u>Publish the Notice</u> As Soon As Possible (15 November 2024 at the latest)</p> <p>Publish the Notice in your local <u>print</u> newspaper with the widest circulation in your community.</p>	Municipality
4	<p><u>Take a Picture of the Ad in the Newspaper</u></p> <p>On the day the Notice appears in your local print newspaper, take a photo of the page that the Notice appears on and send the photo to ATCO. A digital scan of the page will also suffice.</p> <p><u>This photo or scan must clearly show the Notice, the name of newspaper, and the date of publication.</u> Text must be legible.</p> <p>This photo (or scan) may be requested by AUC as part of the re-approval process, to prove that the Notice was published and that the public was notified as per AUC requirements.</p> <p>(Continued on next page...)</p>	Municipality

Step	Action/Event	Responsibility
5	<p><u>Wait 2 Weeks, Record Public Feedback and Your Responses to the Public</u></p> <p>The public has fourteen days to express any objections, concerns, or support regarding the franchise agreement and the financial impact on them. The public may send their feedback to your municipality, to ATCO, or to the AUC.</p> <p>If you receive any written feedback, please reply to the community member and keep a copy of all communication. If you receive verbal/telephone comments, please make note of the person's name, the date, and a brief summary of the conversation, including your response.</p> <p>Send copies of all feedback and your replies to ATCO.</p> <p>These communications will be included in the application to the AUC.</p> <p>If no comments are received, then a short email to ATCO saying so is sufficient.</p>	Municipality
6	<p><u>Application Made to the AUC</u> As Soon As Possible (13 December 2024 at the latest)</p> <p>ATCO will submit the information you provide as well as other details about your franchise agreement, as required by the AUC, to the AUC for their review and approval.</p>	ATCO
7	<p><u>Application Reviewed and Decision Issued</u></p> <p>The AUC will review the information submitted. Provided everything is in order, the AUC will then issue a Decision to confirm that your franchise agreement is current, valid and compliant with the new legislation.</p> <p>If you would like a copy of the AUC Decision, please let your ATCO contact know and we will ensure one is sent to you.</p>	AUC

Frequently Asked Questions

Question: Why do we have to do this?

Answer: The Government of Alberta recently changed some laws. As a result, the Alberta Utilities Commission (AUC) must re-approve all existing gas franchise agreements to ensure they are compliant with the changes.

Question: What happens if we don't do this?

Answer: Your gas distribution franchise agreement will terminate on March 17, 2025, and all benefits provided under the agreement will end, including the payment of franchise fees to your municipality.

Question: Why must we advertise a Notice as part of this re-approval process?

Answer: The AUC requires it.

Question: Can we make changes to our gas distribution franchise agreement as part of this re-approval process?

Answer: No. Changes to the franchise agreement can only be made by renewing the franchise agreement. However, renewing a valid and current franchise agreement is not recommended at this time because of the high number of approvals the AUC will be processing in the coming months due to the change in legislation.

Question: Can we change our franchise fee percentage as part of this re-approval process?

Answer: No.

Question: What if we want to change our franchise fee for 1 January, 1 February or 1 March 2025?

Answer: First, the re-approval process must be completed by early October 2024. Then, we can help you through the franchise fee rate change process. Contact us as soon as possible for further details and to start the process.



Request for Decision

To: Council

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

Date Prepared: September 3, 2024

Meeting Date: October 2, 2024

SUBJECT: **2024 Capital Budget Amendment - Municipal Enforcement Patrol Vehicle**

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

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

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

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

Using a balanced approach of education and enforcement efforts, a complete fleet of vehicles is essential to ensure the Municipal Enforcement department is properly equipped to maintain peace and protect life and property by enforcing Municipal Bylaws and select Provincial Statutes.

The Fire Department currently relies on one vehicle to function as an incident response and fire command vehicle. While this two-pronged can work, it presents significant challenges as

the truck is critical and requires specialized equipment (hazmat, sprinkler protection, water, and ice rescue trailers).

Ultimately, the addition of a dedicated command vehicle would streamline operations, reduce delays, and enhance the department's ability to respond quickly to incidents.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

Economic sustainability is not applicable to this report.

SOCIAL SUSTAINABILITY:

Social sustainability is not applicable to this report.

ENVIRONMENTAL SUSTAINABILITY:

Environmental sustainability is not applicable to this report.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Currently, the Municipal Enforcement is equipped with three (3) sport utility vehicles (SUV) and one (1) pickup truck. Unfortunately, in an urban environment, a pickup truck has limited functionality compared to an SUV or sedan-style vehicle that has improved abilities when engaging in emergency responses or traffic enforcement-related activities.

At the same time, the Fire Department lacks a designated Fire Command vehicle to enable the Fire Chief or other senior officers of the department to respond to emergency response incidents. These vehicles are equipped with basic emergency equipment but serve different functions such as:

- the management unit of the entire operational procedure.
- transport and support of the operational leader/staff.
- transport of command material.

The Fire Department does not have a designated command vehicle and uses a "rescue truck", whose primary purpose is to carry specialized equipment such as the Jaws of Life or the inflatable boat/trailer for water rescues.

By purchasing an SUV or sedan-style patrol vehicle for the Municipal Enforcement Department and allowing the repurposing of the existing pickup truck to serve as a Command Vehicle for the Fire Department, fully equipping both departments.

Accordingly, Administration requests funds to purchase a Municipal Enforcement patrol vehicle.

ORGANIZATIONAL:

The purchase of a vehicle and reassigning the existing truck would not necessitate any policy changes or impacts on staff workloads.

OPERATIONAL:

By purchasing an SUV or sedan-style patrol vehicle for the Municipal Enforcement department and allow the repurposing of the existing pickup truck to serve as a Command Vehicle for the Fire Department, fully equipping both departments.

FINANCIAL:

Allocating funds from the Capital Fire Reserve to purchase a patrol vehicle would eliminate the need for a 2025 capital project (Fire Command Vehicle) valued at approximately \$100,000.00.

The Capital Fire Reserve balance is approximately \$248,000, so sufficient funds are available for this purchase.

POLICY:

IMPLEMENTATION:

Following Council's approval, Administration would take the necessary steps to acquire the patrol vehicle and reassign the existing vehicle to the Fire department.

BACKGROUND:

In 2015 and 2018, vehicles (trucks) were purchased for the Fire and Municipal Enforcement departments.

The primary purpose of the Fire Department's truck is to carry specialized equipment such as the Jaws of Life or the inflatable boat/trailer for water rescues. Accordingly, this leaves the department without a designated command vehicle.

The current Municipal Enforcement fleet includes a pickup truck; however, this type of vehicle is better suited for a rural environment compared to an SUV or sedan-style vehicle, which has improved abilities when engaging in emergency responses or traffic enforcement-related activities.

Administration has identified an opportunity to purchase a used patrol vehicle from another municipality, which could be used to upgrade the Municipal Enforcement fleet while repurposing the existing vehicle to the Fire Department to serve as a command vehicle.

Since the used vehicle is already outfitted with many elements (lights, sirens, etc.) of a patrol vehicle, there would be considerable savings rather than purchasing a new vehicle that would require additional modifications before it would be suitable for use.

Ultimately, by pursuing this opportunity, the Town could upgrade its fleet of vehicles, benefiting from significant financial savings rather than purchasing a new command or patrol vehicle.

KEY ISSUE(S)/CONCEPT(S):

The Municipal Enforcement department is outfitted with three (3) sport utility vehicles (SUV) and one (1) pickup truck. Unfortunately, in an urban environment, a pickup truck has limited functionality compared to an SUV or sedan-style vehicle that has improved abilities when engaging in emergency responses or traffic enforcement-related activities.

The Fire Department lacks a designated Fire Command vehicle to enable the Fire Chief or other senior officers of the department to respond to emergency response incidents. Instead, the department utilizes a "rescue truck", whose primary purpose is to carry specialized equipment such as the Jaws of Life or the inflatable boat/trailer for water rescues.

By allocating funds from the Capital Fire Reserve to support the purchase of a Municipal Enforcement patrol vehicle, this would enable the Fire Department to repurpose the existing Municipal Enforcement vehicle to the Fire Department to serve as a Command Vehicle and eliminate the need for a 2025 capital project valued at approximately \$100,000.00.

DESIRED OUTCOMES:

That Council support the use of funds from the Capital Fire Reserve to purchase a patrol vehicle and repurpose the existing Municipal Enforcement vehicle to the Fire Department to serve as a Command Vehicle.

COMMUNICATIONS:

Not applicable to this report.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may provide further direction.
2. Council may defeat the recommended resolution.

Johnathan Stratthdee, Manager of Legislative Services

- 24 Sep
2024

Approved

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

- 24 Sep

2024

Approved

Kevin Scoble, Chief Administrative Officer

- 25 Sep

2024

Approved

- 25 Sep

2024

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
June 27, 2024**

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2nd Street, Strathmore, Alberta on Thursday, June 27, 2024, at 7:00pm.

Board Members Present:

Strathmore Lions Club	L. Voermans
Town of Strathmore	D. Peterson
Town of Strathmore	R. Wegener
Village of Hussar	L. Schultz
Village of Rockyford	L. Smith
Village of Standard	M. Gauthier
Wheatland County	R. Laursen

Attendees Present:

CAO	V. Cook
Finance & HR Coordinator	C. Hickey ~ Recording Secretary
Maintenance Supervisor	P. Neufeld
Resident Manager	C. Shworak

Absent:

Hospice Society	G. Koester
Wheatland County	S. Laprise
Wheatland County	J. Wilson
Member At Large	K. Clayton

Vice Chair, SMITH, called the meeting to order at 7:00PM.

Meeting not recorded as Zoom was malfunctioning

Agenda Additions

F.2.h) Letter from Minister Nixon

G. In Camera

RESOLUTION 44-06-01

Agenda

VOERMANS MOVED to approve the agenda; as amended.

- Carried Unanimously.

Consent Agenda

- Regular Board Meeting Minutes – May 16, 2024
- Board Resolution Action
- Financial Reports – Lodge & Social Housing - April 2024
- Maintenance Reports – Lodge & Social Housing – May 2024
- Social Housing Report
- Resident Manager Report
- CAO Report
- Committee Reports – N/A

RESOLUTION 44-06-02

Consent Agenda

GAUTHIER MOVED to approve the Consent Agenda.

- Carried Unanimously.

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
June 27, 2024**

Old Business

Social Housing

Lodge

Roof Update

- July 3, 2024 – site walk through and material delivery
- July 8, 2024 – Start date (weather dependant)

**RESOLUTION 44-06-03
Roof Update**

SCHULTZ MOVED to approve the roof update as information.

- Carried Unanimously.

New Business

Social Housing

Lodge

Fact Sheet – Denise Peterson

- Drafted copy of Fact Sheet was emailed to everyone prior to meeting for review
- Discussion and review for additions, corrections, changes etc
- A living document – can be updated at any time
- Took noted common questions and used those to create
- Add visual of site location
- A work in progress – to put out in September
- Add links to WHMB website for additional information
- Call it “Quick Facts #1”

**RESOLUTION 44-06-04
Fact Sheet**

PETERSON MOVED to accept the “Quick Facts #1” as amended.

- Carried Unanimously.

The Cost Sheet – Denise Peterson

- Drafted copy of The Cost was emailed to everyone prior to meeting for review
- Discussion and review for additions, corrections, changes etc
- A living document – can be updated at any time
- Add links for broader information and where to find said information
- Best to add no numbers at this time, as those are changing and evolving until a Class A Budget is completed

**RESOLUTION 44-06-05
The Cost**

GAUTHIER MOVED to accept the “The Cost” as amended.

- Carried Unanimously.

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
June 27, 2024**

Mediation Information

- Vickey sent a letter to Wheatland County council to see if they were interested in engaging in a mediator
 - Wheatland County's responded requesting further information; including asking what the desired outcome is, topics for discussion, timelines and costs
- Discussions:
 - Would this be direct communication between Wheatland County and WHMB? Should it include all municipalities?
 - *Just WHMB and Wheatland County*
 - Time frame to be agreed upon
 - When would this begin?
 - Cost average is \$300/hr plus expenses
 - Could be half a day up to 40 days
 - Cost sharing between WHMB and Wheatland County
 - Topics to discuss and outcomes
 - Work harmoniously. Encourage dialogue. Build positive relationships. Develop solutions. Focus on current and future issues.

**RESOLUTION 44-06-06
Mediation**

PETERSON MOVED to direct Administration to send letter to Wheatland County with response of expectations from mediation, desired outcomes of mediation and cost sharing.

- Carried Unanimously.

Strategic Plan

- Per motion 44-05-12 which directed Administration to contact Community Futures and set up dates to move forward with strategic plan.
 - Vickey has meeting with Community Future on July 9, 2024
 - Community Futures and WHMB are unable to meet until September
 - If needed earlier, suggestions of others were given to Vickey
- Suggestion to defer to Fall

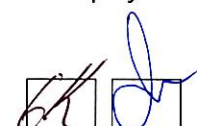
**RESOLUTION 44-06-07
Strategic Plan**

VOERMANS MOVED to defer the Strategic Plan to October 2024.

- Carried Unanimously.

Capital Maintenance Reserve Fund

- Request for a board motion from CAO to send a request letter to all municipalities requesting support on the development of a Capital Reserve Fund for WHMB and consider agreeing to the funds that are in the reserve fund to date
 - Draft letter read aloud
- If all municipalities agree to contribute to this year's reserve amount, it would be enough to pay for the roof.
- The Building and Capital Reserve Funds policy will need to be revised when a decision by the municipalities is reached
- When a capital maintenance expense is incurred for the lodge, and the lodge does not have a reserve fund for those repairs, that expense is eligible for requisitioning under the AHA section 7(1)(a) i.e. operating deficit.
 - Requisitioned municipalities are legally obligated to pay the expense as part of the requisition



**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
June 27, 2024**

**RESOLUTION 44-06-08
Letter re: Reserve Fund**

LAURSEN MOVED to have the CAO send the letter regarding WHMB Capital Maintenance Reserve Fund to all municipalities requesting a response by mid September 2024.

- Carried Unanimously.

CMHC Eligible Seed and Loan Funds

- The funding request for WHMB from CMHC has been deemed eligible for a contribution of a Seed Fund Grant of \$150,000 as well as a \$99,500 interest free unsecured loan
- By accepting this contribution component it may make the project eligible for additional loan funding once the initial contribution and loan funding have been utilized and the project progress is confirmed

**RESOLUTION 44-06-09
Seed Funding**

PETERSON MOVED for WHMB to move forward on the CMHC Seed Fund application in the total amount of \$249,500 through a contribution and loan agreement.

- Carried Unanimously.

Business Plan Appendix Approval

- Full Business Plan is done every 3 years
 - In between years they request certain appendix as updates
- This year the government requestion updates to the following;
 - Appendix A
 - Appendix C
 - Appendix D
 - Appendix E
 - Appendix F
 - Appendix G
- Sent via email to Board previously for review

**RESOLUTION 44-06-10
Business Plan**

WEGENER MOVED for accept the reviewed Appendixes (A, C, D, E, F, G) of the Business Plan.

- Carried Unanimously.

Contribution previously received from Municipalities re: new build

- Request for contributions from municipalities was to go to a Class A Budget
- 1 (one) of the municipalities opted not to contribute funds
- Village of Hussar, Village of Rockyford and Village of Standard have sent their contribution
- Town of Strathmore's contribution has not yet been received so can be cancelled.
- As all did not agree to contribute, requesting to return funds to those municipalities who did.

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
June 27, 2024**

**RESOLUTION 44-06-11
Municipality Contributions**

PETERSON MOVED that WHMB return the received funds to Village of Hussar, Village of Rockyford and Village of Standard in which they contributed to bring the build to a Class A Budget. WHMB directs the CAO to write a letter that 1 municipality has elected not to pay to go towards the Class A Budget.

- Carried Unanimously.

Discussion on Class B Budget

- Has it been received by Derek Weiss from M3?
- Has it been submitted?

Hospice put as advertisement of information in the Strathmore Times

- Why is Hospice putting WHMBs information on there?
- Anything that speaks of WHMB should go through WHMB prior to.
- Will speak with Hospice on this matter

Addition to Agenda

Letter from Minister Nixon

- Read a loud by Vickey
- Operational Review was to be June 24-26, 2024 but has been rescheduled by Government to July 22-24, 2024
- Operational Review is standard practice; usually done every few years
 - Due to COVID etc, it hadn't been done since approximately 2018
 - Welcome the review

**RESOLUTION 44-06-11
Minister Nixon Letter**

WEGENER MOVED for accept Letter from Minister Nixon as information.

- Carried Unanimously.

In Camera

**RESOLUTION 44-06-12
In Camera**

PETERSON MOVED to go in-camera at 9:06PM.

- Carried Unanimously.

**RESOLUTION 44-06-13
Out of Camera**

WEGENER MOVED to go out-of-camera at 9:48PM.

- Carried Unanimously.

Important Dates

July 11, 2024 – Family BBQ

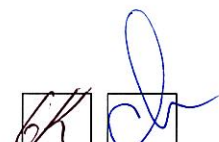
Next Meeting Date

July & August Meetings at the call of the Chair

Following Meeting Dates

September 19, 2024

October 17, 2024

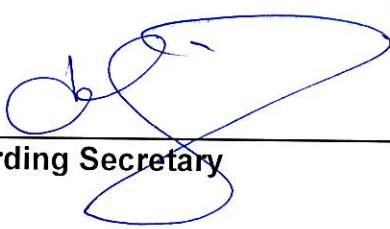


WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
June 27, 2024

RESOLUTION 44-06-14
Adjournment

GAUTHIER MOVED the meeting adjourn at 9:49PM.
• Carried Unanimously.



Chair

Recording Secretary

WADEMSA: Report to Council: September 16, 2024

Alberta Health Services: Request for the Return of Surplus Funds

WADEMSA met with Jason Engelland/Enzo Delaroca regarding the above issue.

Please see the attached information.

1. May 27, 2024: Letter to R. Witty from M. Striepe (AHS) re: return of funding to AHS
2. June 04, 2024: Letter to M. Striepe, AHS, re: response regarding return of funding
3. June 11, 2024: Letter from WADEMSA Lawyer J. Rossall to WADEMSA

The following question was posed to J. Engelland by both Councillor Wegener and Councillor Peterson:

Is it the intention of the Government of Alberta to claw back the surplus amounts, whatever they are determined to be, and apply that surplus to the year over year operating costs until such a time it is no longer feasible for WADEMSA to continue with the service agreement?

And

If the service agreement is no longer viable where does this leave the community?

Mr. Engelland replied that he does not speak for the GOA.

If the service agreement was terminated ambulance service would continue as usual, either under AHS or another party.

Rob Witty noted that in the event of such an occurrence AHS has the right of first refusal regarding assets.

The outcome from this meeting is as follows:

AHS asked 4 questions of WADEMSA:

1. Is WADEMSA willing to refund the surplus funds to AHS?

WADEMSA asserts that the number of \$4,050,830.92 does not accurately represent the surplus. WADEMSA has provided AHS with what we believe to be the more accurate number of \$2,145,330.00.

AHS requested that WADEMSA break out the PSAP and Fire Dispatch numbers from our audited financial statements. WADEMSA will do this but it will take considerable effort as for all but the last 9 years of WADEMSA operation, WADEMSA's books were done through Wheatland County.

WADEMSA also asserts that the 'surplus' is restricted and funding for operations, such as the 3 new ambulances (\$190 K/yr.), are accounted for in the current surplus.

WADEMSA also strives to maintain a 6-month cushion for operations as per the advice of auditors.

AHS will articulate more clearly what they are asking for.

WADEMSA will strive to provide an accounting that separates PSAP and Dispatch from the AHS side of the accounting.

2. AHS is demanding an explanation outlining the rationale for the reported surplus variance.

WADEMSA presented this rationale at the meeting but will prepare a fulsome report.

3. AHS wants WADEMSA to provide financial statements back to 2009, which clearly break out the AHS costs from other organizational costs.
4. AHS wants an accounting of the liquidity of the assets.

Reports:

1. Chair: Union negotiations are on-going
2. CAO: C/V Aug. 31, 2024 we had 2017 Calls

Our Call Volumes are 24% less than one year ago.

Union negotiations: The WADEMSA Personnel Committee has met for 2 days and will meet again in November. Increases cannot be above AHS costs and AHS is currently in negotiation.

Voice recorder (\$180,000 approximately) is up and running and allows us to integrate AAFRACS to which ToS has moved. This dispatch counsel will be up and running asap.

We moved to ratify our Bridging Letter re: extension of the AHS contract to December 31, 2024.

Fire Service Agreement is still a work in progress.

The message we will offer our staff, regarding the ongoing conversation with AHS, will be at the discretion of our CAO.

Respectfully submitted by;
Cllrs. Wegener & Peterson

MINUTES OF THE WREMP ADVISORY COMMITTEE MEETING
April 25, 2024

Minutes of the WREMP Advisory Committee held at the Wheatland County Administration Office, on Thursday April 25, 2024 commencing at 1:30 P.M. with the following present:

Wheatland County	Brian Henderson, CAO Michael Bourgon, Manager of Emergency and Fire Services Amber Link, Reeve, Division 2 Councilor, via Teams Scott Klassen, Deputy Reeve, Division 5 Councilor via Teams Kris Permann, Manager of Emergency Services, DDEM
Town of Strathmore	Richard Wegener, Councilor Bas Owel, DDEM, via Teams Kevin Scoble, CAO David Sturgeon, Fire Chief, DEM Krista Sandum, Strathmore Fire Eric Alexander, Deputy Fire Chief, DDEM Sara Coutts, Regional Emergency Management Coordinator
AEMA	Rob Morton Manager of Field Operations
City of Chestermere	Jamie Coutts, Fire Chief , DEM Mike Fluker, Special Projects Coordinator Kent Edney, Director of Community Operations Pat Vincent, Interim CAO
Recording Secretary:	Cindy Ramsay, Fire Prevention Officer, Wheatland County
Call to Order	The Chair, R. Wegener called the meeting to order at 1:38 P.M.
1.0 Introductions	Introductions were done and a brief summary of everyone’s role in Emergency Management.

MINUTES OF THE WREMP ADVISORY COMMITTEE MEETING
April 25, 2024

2.0 Confirmation of Agenda

Chair **R. Wegener** asked if there were any additions to the agenda, seeing none.

3.1 WREMP 2023 Review

S. Coutts, Town of Strathmore updated the group of the progress with training. Hosted our first in house ECC section specific training. This training was well received and will be doing it again in 2024.

Multiple ESS Regional training, as well as multiple ICS courses throughout the year. Ended 2023 with the live exercise.

Town of Strathmore - hosted 1 fire event, 1 HAZMAT and multi casualty incident MVC. Multiple participants from CANTF2, STARS, Town and County fire departments, WADEMSA as well as student actors from high schools.

Takeaways: Resources were tapped very quickly, working on mutual aid agreements, ensuring equipment and people in place.

Communications: radio system is old, being replaced with AFRAC this year.

Multi Casualty Incidents – looking at implementing triage system to assist EMS until additional resources arrive.

Medical Firefighters get utilized quickly.

Fun to have a regional ECC

Main objective throughout the day was to figure out what we know and what we can learn.

More training in 2024 for our next live exercise in 2025.

3.2 WREMP Plan Updates

S. Coutts, Town of Strathmore provided a USB with a redlined copy of the Town of Strathmore bylaw. Every municipality is mirroring this bylaw, update and bring to your respective council for approval. Also on the USB is a WREMP Plans folder which contains a Crisis Communications Plan, new updated ESS Plan, Disaster Recovery Plan, Re-Entry Plan, Pet Management Plan and the Regional Partnership Plan. Any comments, please leave them within the document on the USB and return to Sara.

Currently updating ESS location information, along with contact and resource list.

Mutual Aid Agreements are being removed as they take a large piece of the document, and a binder will be created with all Mutual Aid Agreements.

ESS Plan updated, worked with ESS directors ensuring all jurisdictions are represented. ESS trailer is stocked and ready to house 150 people, has all reception center supplies.

Communications and Crisis Communications plans added, lays out how we will be talking to our neighbors.

Re-entry plan added for review.

Recovery Plan, walks through the phases of recovery and what actions need to be taken in ECC and in operations.

Pet Management Plan for Strathmore and Chestermere, dealing with pets in our homes. Will discuss with WHC regarding pet management and livestock management plan.

MINUTES OF THE WREMP ADVISORY COMMITTEE MEETING
April 25, 2024

Salvation Army and Red Cross Agreements being finalized and signed.
These NGO’s will provide support to ESS if required.

3.3 2024/2025 Training

S. Coutts, Town of Strathmore provided a Emergency Management training plan. Outlines upcoming and anticipated training.
ICS training in May and June.
Command and Section chief training starting in May.
Section specific training upcoming.
3 different tabletop exercises for each municipality in October.
Regional tabletop early 2025.
End 2025 with a live exercise.

3.4 AEMA Review & Bylaw Changes

S. Coutts, Town of Strathmore explained the changes of the Regional Emergency Management Bylaw.
Removing Planning and Coordination Group. The Planning and Coordination Group is not a requirement by legislation and was actually our Agency. Our Agreement will need to be changed and will be voted on at next meeting.
With the addition of the City of Chestermere, they were added to the Bylaws.
Authority and Responsibilities of the Committee has changed to expand and clarify roles that are tied to the Committee and Agency.
Voting to approve the changes will be made at next meeting due to not having quorum.

4.0 ROUND TABLE

R. Wegener, Town of Strathmore has some inquiries regarding PPASS. Chief Sturgeon, Town of Strathmore explained it is a chemical used in turnout gear. Because it is a cancer causing agent, they are limiting the time firefighters spend in gear and keeping away from the trucks.

Wildfire season is upon us, could be another busy year. Councils from all municipalities are fully supportive of the firefighters and the departments should they be deployed.

Working with WID on draught plans and are monitoring closely.

5.0 ADJOURNMENT

R. Wegener MOVED to Adjourn at 2:21 PM.

- CARRIED
-
- Next Meeting Date set for September 12, 2024, at 1:30 P.M. to be held at the Wheatland County Office.

Chair – R. Wagener, Town of Strathmore

Recording Secretary, Cindy Ramsay, WHC

MINUTES OF THE WREMP ADVISORY COMMITTEE MEETING
September 12, 2024

Minutes of the WREMP Advisory Committee held at the Wheatland County Administration Office, on Thursday September 12, 2024 commencing at 1:30 P.M. with the following present:

Wheatland County	Brian Henderson, CAO Michael Bourgon, Manager of Emergency and Fire Services Scott Klassen, Deputy Reeve, Division 5 Councilor via Teams Kris Permann, Manager of Emergency Services, DDEM
Town of Strathmore	Richard Wegener, Councilor David Sturgeon, Fire Chief, DEM Krista Sandum, Strathmore Fire Admin Mark Pretzlaff, Director, Community & Protective Services Sara Coutts, Regional Emergency Management Coordinator
AEMA	Cheyenne Shubert, South Central Field Operators via Teams
City of Chestermere	Brent Paquette, Acting Fire Chief Karie Schultz, Chestermere Fire Admin Robert Schindler, Councilor via Teams
Village of Hussar	Liz Santerre, CAO via Teams
Village of Standard	Yvette April, CAO, DEM Larry Casey, Councilor
Village of Rockyford	Bill Goodfellow, Councilor
Recording Secretary:	Cindy Ramsay, Fire Prevention Officer, Wheatland County

- Call to Order

The Chair, R. Wegener called the meeting to order at 1:32 P.M.
- 1.0 Introductions

Introductions were done and a brief summary of everyone’s role in Emergency Management.
- 2.0 Confirmation of Agenda

Chair R. Wegener asked if there were any additions to the agenda, seeing none.

MINUTES OF THE WREMP ADVISORY COMMITTEE MEETING
September 12, 2024

3.1 WREMP 2024 Review

- 3.1.1 S. Coutts, Town of Strathmore updated the group of the progress with training.
Hosted 2 in house Section Chief sessions with 2 more happening next week. Very happy with the progress and participation of the training sessions.
Last meeting, committee members received a USB stick with the Plan and the additions. Sara received no feedback, but if you have any comments or concerns, please let Sara know.
- 3.1.2 Some changes made to the Pet Management portion of the plan. Municipal Law Enforcement was consulted to ensure we are following the procedures laid out in the Plan. As well, the re-entry plan has been revised to align with documentation the Alberta Government has laid out.
Comments, concerns and any feedback is always welcome, please reach out to Sara
- 3.1.3 A WREMP report was sent to all partners giving an overview of the partnership, and gives a snapshot of where the WREMP stands in terms of Emergency Preparedness and Management across our municipalities as a partnership. The goal is to assess what's working and identify areas of improvement, and outline future plans.
M. Bourgon, Wheatland County, updated the group that these reports are coming to the partners monthly and give an overview of what the Coordinator is working on and anything that is needed from the partners.

3.2 Alberta Incident Management System

- 3.2.1 C. Shubert, AEMA gave a presentation on the Alberta Incident Management System, to understand what the changes are and what they will look like for our municipality. This is the new mandated command and control system signed off by the province in February of this year. AIMS is intended to better integrate incident response structures and organizations to ensure the needs of stakeholder are being addressed and response activities are synchronized, optimized and effective. AIMS recommends jurisdictions consider bolstering their incident command posts as the primary mechanism of activation for their incident management teams, to make sure we are supporting the tactical level command organization that is going to be primarily dealing with whatever hazard of disaster that we are faced with.
Previously, we would see in our ICS functions between our first responders on the ground and our individuals doing some of the admin work back at the office. AIMS is intended to bring that all together under the umbrella of an incident command post.

R. Wegener, Town of Strathmore asked for clarity if this is a choice or if we are mandated to follow AIMS. C. Shubert reiterated that AIMS is the new mandated command and control system and does need to be adopted but there is some flexibility that lies within the municipality.

M. Bourgon, Wheatland County noted there is no impact to our fire departments or operations, but will require some revamping of the 2025 training plan and procedures.

D. Sturgeon, Town of Strathmore noted we would be looking at a regional IMT team, ensuring we have the right people in the right positions, and having a back up team. This would be comprised of team members from anywhere within the partnership.

B. Goodfellow, Village of Rockyford, questioned what group would be making and approving the changes. S. Coutts, Town of Strathmore noted that every municipality would be reviewing and approving the changes, and approved by this committee.

MINUTES OF THE WREMP ADVISORY COMMITTEE MEETING
September 12, 2024

M. Pretzlaff, Town of Strathmore noted there would be no financial implication, as the changes are administrative as we are only amending the plan.

3.3 2024/2025 Training

S. Coutts, Town of Strathmore gave a run down of the 2024 training that has been completed. It has been successful and well received, but there have been suggestions to change the delivery methods such as online, interactive game scenarios and emails training. Suggestions to do some short training sessions after some long training sessions.
Planning to bring C. Shubert to facilitate AIMS training.
Plans to revamp the 2025 training plan.

3.4 Bylaw Changes

S. Coutts, Town of Strathmore looking to see where all municipalities are at with the Regional Emergency Management Advisory Committee Bylaw. Wheatland County, Town of Strathmore and City of Chestermere have had their bylaws approved by Council.
Y. April, Village of Strathmore said theirs is done and signed.
L. Santerre said theirs has been reviewed and is going to Council for approval.
C. Ramsay, Wheatland County confirmed Village of Rockyford's is done and waiting to be signed by Council.

At this time the Emergency Management Coordinators were asked to leave the room for an in camera discussion regarding the contract position of Emergency Management Coordinator.

4.0 ROUND TABLE

M. Bourgon, Wheatland County expressed how impressive the WREMP and the committee has grown over the past 4.5 years. All partners are engaged and enthusiastic about the partnership and it's benefit to our communities.
K. Permann, Wheatland County also expressed how impressive the training has been and working with our partners.
R. Wegener, Town of Strathmore agreed and also how impressive all the work that has been done.
B. Goodfellow, Village of Rockyford would like to see more public awareness of the WREMP and the work the Coordinators have done, such as media posts, radio promotion, etc.
S. Coutts, Town of Strathmore mentioned there have some press released, Facebook posts, radio posts and there will be future engagements.

5.0 ADJOURNMENT

R. Wegener adjourned the meeting at 2:50 PM.

Next Meeting Date set for March 13, 2025, at 1:30 P.M. to be held at the Wheatland County Office.

Chair – R. Wagener, Town of Strathmore

Recording Secretary, Cindy Ramsay, WHC



ALBERTA

SENIORS, COMMUNITY AND SOCIAL SERVICES

Office of the Minister

His Worship Pat Fule
Mayor
Town of Strathmore
Box 2280, 1 Parklane Dr
Strathmore, AB T1P 1K2

Dear Mayor Fule:

Thank you for your letter to my colleagues and me regarding the Wheatland Lodge and Hospice project. As Minister of Seniors, Community and Social Services, I appreciate the opportunity to respond on behalf of Alberta's government.

The Government of Alberta is committed to ensuring Albertans in all communities have access to safe, secure and stable housing. We are focused on finding innovative solutions that encourage new investments in housing while ensuring Albertans can find homes that fit their budgets.

The Wheatland and Area Hospice Society partnered with the Wheatland Housing Management Board on a funding application to the Affordable Housing Partnership Program (AHPP). The project proposed to build a 120-bed congregate living space, including three to six dedicated hospice areas in Strathmore.

Given the strong uptake in the AHPP, evaluations were highly competitive and not all projects were able to receive funding. Department staff have carefully reviewed and considered each application, and I regret to inform you that the Wheatland Lodge and Hospice project was not selected for funding. However, we have encouraged the project proponents to re-submit their application for a future funding intake.

Part of our long-term strategy to address affordable housing is through the implementation of *Stronger Foundations: Alberta's 10-year strategy to improve and expand affordable housing*. Together with our partners, Alberta is supporting \$9 billion in housing investments to provide affordable housing for 25,000 more households by 2031. Budget 2024 will allow us to support about 7,000 more households over three years by funding rent assistance and the construction of more housing units. More information about the strategy is available at alberta.ca/stronger-foundations-affordable-housing-strategy.

Capital Plan 2024 allocates \$840 million over three years, including funding to launch a new program to improve and modernize spaces in seniors lodges owned by the Alberta Social Housing Corporation. We will work with operators and municipal governments to improve existing seniors lodges to better accommodate more residents and make them attractive to future residents.

TOWN OF STRATHMORE
Accounting

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227 Legislature Building, 10600 – 97 Avenue NW, Edmonton, Alberta T5K 2B6 Canada Telephone: (780) 427-2311 Fax: (780) 427-643-6214

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Page 190 of 191



ALBERTA

SENIORS, COMMUNITY AND SOCIAL SERVICES

Office of the Minister

You may also be interested to know that Alberta's government launched a panel to review the Seniors Lodge Program to make the most of existing spaces and help ensure seniors can age in their community. The review explored ways to improve our lodge system's efficiency and sustainability into the future. The panel conducted engagement with lodge providers, residents and organizations that serve seniors across the province. Once we have had a chance to review the panel's work, we will share the outcomes with Albertans. More information on the panel is available at alberta.ca/seniors-lodge-review-panel.

Moving forward, the Premier has directed this ministry to develop and implement an affordable and attainable housing strategy for renters and buyers. We will work closely with other ministries as we strive to keep Alberta's housing affordable now, while building a stronger future.

Thank you again for writing and advocating on behalf of seniors in your community.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Nixon'.

Jason Nixon
Minister of Seniors, Community and Social Services

cc: Honourable Adriana LaGrange
Minister of Health

Honourable Ric McIver
Minister of Municipal Affairs

Honourable Joseph Schow
MLA, Cardston-Siksika

Nathan Cooper
MLA, Olds-Didsbury-Three Hills

Chantelle de Jonge
MLA, Chestermere-Strathmore

Martin Long
Parliamentary Secretary for Rural Health