

**AGENDA**  
**REGULAR COUNCIL MEETING**  
**Wednesday, September 3, 2025 @ 6:00 PM**  
**Council Chambers, 1 Parklane Drive, Strathmore AB**

Page

**1. CALL TO ORDER**

- 1.1. Traditional Land Acknowledgment for the First Regular Council Meeting in September (Apipitskaatosi)

**2. CONFIRMATION OF AGENDA**

**3. CLOSED MEETING**

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

**4. PUBLIC HEARING**

**5. PUBLIC COMMENTS**

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

**6. DELEGATIONS**

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

**7. CONSENT AGENDA**

- 8.1 Regular Council Meeting Minutes – July 23, 2025
- 9.1 Corporate Quarterly Report – Q2 2025
- 9.2 Council Meeting Schedule Amendment
- 9.3 Kakato'si Kristian Ayoungman Foundation – Lead by Example Powwow Contributions
- 9.4 Culture and Wellbeing Task Force Funding Recommendations
- 9.5 Real Property Transactions Policy No. 6610
- 9.6 Off-site Levy Annual Report – Fiscal Year 2024
- 12.1 Sturgeon County – Thank You Letter
- 12.2 Playground Zone on Parklane Drive Letter
- 12.3 Notice of Intent to Annex Acknowledgement
- 12.4 Royal Canadian Legion Branch 10 Letter

**8. CONFIRMATION OF MINUTES**

- 8.1. Regular Council Meeting Minutes – July 23, 2025  
[Agenda Item - AIR-25-212 - Pdf](#)

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**9. BUSINESS**

9.1.	Corporate Quarterly Report – Q2 2025 <a href="#">Agenda Item - AIR-25-210 - Pdf</a>	17 - 43
9.2.	Council Meeting Schedule Amendment <a href="#">Agenda Item - AIR-25-219 - Pdf</a>	44 - 49
9.3.	Kakato'si Kristian Ayoungman Foundation – Lead by Example Powwow Contributions <a href="#">Agenda Item - AIR-25-214 - Pdf</a>	50 - 53
9.4.	Culture and Wellbeing Task Force Funding Recommendations <a href="#">Agenda Item - AIR-25-218 - Pdf</a>	54 - 59
9.5.	Real Property Transactions Policy No. 6610 <a href="#">Agenda Item - AIR-25-211 - Pdf</a>	60 - 69
9.6.	Off-site Levy Annual Report – Fiscal Year 2024 <a href="#">Agenda Item - AIR-25-163 - Pdf</a>	70 - 73
9.7.	Winter Road, Pathway and Sidewalk Maintenance Policy No. 3203 <a href="#">Agenda Item - AIR-25-217 - Pdf</a>	74 - 114
<b>10.</b>	<b>BYLAWS</b>	
<b>11.</b>	<b>COUNCILLOR INFORMATION &amp; INQUIRIES</b>	
11.1.	QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS	
11.2.	BOARD AND COMMITTEE REPORTS	
11.3.	QUESTION AND ANSWER PERIOD	
11.4.	ADMINISTRATIVE INQUIRIES	
11.5.	NOTICES OF MOTION	
	11.5.1. Councillor Peterson – Boardwalk Through the Wetlands <a href="#">Councillor Peterson – Boardwalk Through the Wetlands</a>	115
<b>12.</b>	<b>CORRESPONDENCE</b>	
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12.2.	Playground Zone on Parklane Drive Letter <a href="#">Playground Zone on Parklane Drive Letter</a>	117
12.3.	Notice of Intent to Annex Acknowledgement <a href="#">Notice of Intent to Annex Acknowledgement</a>	118 - 119
12.4.	Royal Canadian Legion Branch 10 Letter <a href="#">Royal Canadian Legion Branch 10 Letter</a>	120 - 121
<b>13.</b>	<b>ADJOURNMENT</b>	



# Request for Decision

**To:** Council

**Staff Contact:** Claudette Thorhaug, Legislative Services Officer

**Date Prepared:** August 11, 2025

**Meeting Date:** September 3, 2025

**SUBJECT:** Regular Council Meeting Minutes - July 23, 2025

**RECOMMENDATION:** THAT Council adopt the July 23, 2025 Regular Council Meeting Minutes as presented in Attachment I.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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**IMPLICATIONS OF RECOMMENDATION:****GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the July 23, 2025 Regular Council Meeting are given to Council for adoption.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

N/A

**POLICY:**

N/A

**IMPLEMENTATION:**

N/A

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**BACKGROUND:**

N/A

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**KEY ISSUE(S)/CONCEPT(S):**

N/A

**DESIRED OUTCOMES:**

N/A

**COMMUNICATIONS:**

Once signed, the July 23, 2025 Regular Council Meeting Minutes will be posted on the Town's website.

**ALTERNATIVE ACTIONS/MOTIONS:**

1. Council may adopt the recommended motion.

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

**ATTACHMENTS:**

[Attachment I: REGULAR COUNCIL - 23 Jul 2025 - Meeting Minutes](#)

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Veronica Anderson, Legislative Services Officer

Approved  
- 13 Aug  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 26 Aug  
2025



# MINUTES

## REGULAR COUNCIL MEETING

6:00 PM - Wednesday, July 23, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

**COUNCIL PRESENT:**

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

**STAFF PRESENT:**

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

1. **CALL TO ORDER**

Mayor Fule called the July 23, 2025 Regular Council Meeting to order at 6:00 p.m.

2. **CONFIRMATION OF AGENDA**

**Resolution No. 231.07.25**

Moved by Councillor Langmaid

THAT Council adopt the July 23, 2025 Regular Council Meeting Agenda as amended:

Addition:

3.7 Culture and Wellbeing Task Force – Advice from officials – ATIA S. 29(1)(b)(iii)

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

**AGAINST:** None

**CARRIED**

3. **CLOSED MEETING**

**Resolution No. 232.07.25**

Moved by Councillor Peterson

THAT Council move In Camera to discuss items related to sections 29(1)(b)(iii) and 29(1)(a) of the *Access to Information Act* at 6:03 p.m.

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

Councillor Wiley

**AGAINST:** None.

**CARRIED**

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

Councillor Mitzner joined the July 23, 2025 Regular Council Meeting at 6:15 p.m.

Councillor Montgomery joined the July 23, 2025 Regular Council Meeting at 6:20 p.m.

**3.2. Amenity Opportunity – Advice from officials – ATIA S. 29(1)(a)**

**Resolution No. 233.07.25**

Moved by Councillor Langmaid

THAT Council move out of Camera at 7:44 p.m. and recess for 7 minutes.

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

**AGAINST:** None.

**CARRIED**

Mayor Fule reconvened the meeting at 7:51 p.m.

**Resolution No. 234.07.25**

Moved by Councillor Wegener

THAT Council direct administration to bring Option #2 as presented during item 3.2 of the July 23, 2025 Regular Council Meeting Agenda, which is for the construction of an NHL sized arena along with required dressing rooms, facility operations spaces, spectator areas, and connection to Westmount School for consideration during the 2026 budget deliberation meetings;

AND THAT Council direct Administration to undertake community engagement around the potential of Option 2;

AND THAT Council direct Administration to authorize an operating budget amendment for the community engagement in the amount of \$25,000 from the financial stabilization reserve.

**Resolution No. 235.07.25**

Moved by Councillor Montgomery

THAT the motion be amended to state:

“THAT Council direct administration to bring Option #2 as presented during item 3.2 of the July 23, 2025 Regular Council Meeting Agenda, which is for the construction of an NHL sized arena along with required dressing rooms, facility operations spaces, spectator areas, and connection to Westmount School for consideration during the 2026 budget deliberation meetings.”

**FOR:** Councillor Montgomery

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

**DEFEATED**

**Resolution No. 234.07.25**

Moved by Councillor Wegener

THAT Council direct administration to bring Option #2 as presented during item 3.2 of the July 23, 2025 Regular Council Meeting Agenda, which is for the construction of an NHL sized arena along with required dressing rooms, facility operations spaces, spectator areas, and connection to Westmount School for consideration during the 2026 budget deliberation meetings;

AND THAT Council direct Administration to undertake community engagement around the potential of Option 2;

AND THAT Council direct Administration to authorize an operating budget amendment for the community engagement in the amount of \$25,000 from the financial stabilization reserve.

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

**AGAINST:** Councillor Montgomery and Councillor Wiley

**CARRIED**

**Resolution No. 236.07.25**

Moved by Councillor Langmaid

THAT Council amend the July 23, 2025 Regular Council Meeting to add a second in camera session as section 13;

AND THAT Council defer items 3.3, 3.4, 3.5, 3.6, and 3.7 of the July 23, 2025 Regular Council Meeting Agenda to section 13.



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

**AGAINST:** None.

**CARRIED**

**4. PUBLIC HEARING**

None.

**5. PUBLIC COMMENTS**

None.

**6. DELEGATIONS**

**6.1. RCMP Q4 Quarterly Report & 2025-2026 Policing Priorities**

**Resolution No. 237.07.25**

Moved by Councillor Wegener

THAT Council approve the 2025-2026 RCMP Policing Priorities for the Town of Strathmore.

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

**AGAINST:** None

**CARRIED**

**7. CONSENT AGENDA**

**Resolution No. 238.07.25**

Moved by Councillor Peterson

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

8.1 Regular Council Meeting Minutes – July 2, 2025

9.1 Service and Service Level Inventory Review

9.4 Annexation Update

9.5 Tax Arrears Auction – Results and Minutes

9.7 Water Reservoir Project – Financing Amendment

9.8 Culture and Wellbeing Task Force Funding Recommendation

9.9 Public Art Mural Strathmore Skatepark – Skills for Success

12.1 Thank you letter from Minister of Indigenous Relations

- 12.2 Alberta Mid-Sized Cities Mayors' Caucus Letter to Minister Ellis
- 12.3 Marigold Library System 2024 Value of Your Investment (VOYI) Report
- 12.4 Ringette Canada – Sponsorship Letter
- 12.5 Introduction Letter – Alberta RCMP Commanding Officer

**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 – July 2, 2025**

The following motion was adopted by the consent agenda:

THAT Council adopt the July 2, 2025 Regular Council Meeting Minutes as presented in Attachment I.

## **9. BUSINESS**

### **9.1. Service and Service Level Inventory Review**

The following motion was adopted by the consent agenda:

THAT Council adopts the 2025 Service and Service Level Inventory as presented in Attachment I;

AND THAT the Service and Service Level Inventory be used as a framework for the 2026 budget deliberations.

### **9.2. Real Property Transactions Policy No. 6610**

**Resolution No. 239.07.24**

by Councillor Peterson

THAT Council receive this report as information and directs Administration to return to a meeting in September 2025 with the Real Property Transactions Policy.

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

**AGAINST:** None.

**CARRIED**

### **9.3. Intermunicipal Collaboration Framework (ICF) with Villages of Rockyford, Standard and Hussar – Terms of Reference**

**Resolution No. 240.07.24**

Moved by Councillor Peterson

THAT Council approve the Terms of Reference for the development of an Intermunicipal Collaboration Framework (ICF) with the Villages of Rockyford, Standard and Hussar, as presented in Attachment I.

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

**AGAINST:** None.

**CARRIED**

**9.4. Annexation Update**

**9.5. Tax Arrears Auction – Results and Minutes**

The following motion was adopted by the consent agenda:

THAT Council accepts the results of the July 3, 2025 Tax Arrears Auction as information.

**9.6. Budget Policy No. 1809**

**Resolution No. 241.07.24**

Moved by Councillor Wiley

THAT Council adopt Budget Policy No. 1809 as presented in Attachment I.

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

**AGAINST:** None.

**CARRIED**

**9.7. Water Reservoir Project – Financing Amendment**

The following motion was adopted by the consent agenda:

THAT Council approve the following funding update to the Water Reservoir Project:

\$ 1,173,000 - Water Offsite Levies

\$ 5,450,000 - Debt

\$ 360,711 - Canada Community Building Fund Grant

\$ 731,202 - Alberta Municipal Water/Wastewater Partnership Grant

\$ 7,714,913 - Total Funding

**9.8. Culture and Wellbeing Task Force Funding Recommendations**

The following motion was adopted by the consent agenda:

THAT Council approve funding through the Culture and Wellbeing Task Force:

- \$7,000.00 to The Vault Cultural Collective Society
- \$5,200.00 to the Strathmore Municipal Library
- \$5,500 to Hope Bridges

**9.9. Public Art Mural Strathmore Skatepark – Skills for Success**

The following motion was adopted by the consent agenda:

THAT Council approve the installation of Skills for Success' public mural, at the Strathmore Skatepark.

**10. BYLAWS**

None.

**11. COUNCILLOR INFORMATION & INQUIRIES**

None.

**11.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS**

None.

**11.2. BOARD AND COMMITTEE REPORTS**

None.

**11.3. QUESTION AND ANSWER PERIOD**

None.

**11.4. ADMINISTRATIVE INQUIRIES**

None.

**11.5. NOTICES OF MOTION**

None.

**12. CORRESPONDENCE**

- 12.1. Thank you letter from Minister of Indigenous Relations
- 12.2. Alberta Mid-Sized Cities Mayors' Caucus Letter to Minister Ellis
- 12.3. Marigold Library System 2024 Value of Your Investment (VOYI) Report
- 12.4. Ringette Canada – Sponsorship Letter
- 12.5. Introduction Letter – Alberta RCMP Commanding Officer

**Resolution No. 242.07.25**

Moved by Councillor Langmaid

THAT Council move In Camera to discuss items related to sections 29(1)(a), and 29(1)(b)(iii) and of the *Access to Information Act* at 9:08 p.m. and to take a short recess.

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

**AGAINST:** None.

**CARRIED**

**13. CLOSED MEETING**

- 13.3. Medical Services – Advice from officials – ATIA S. 29(1)(a)

- 13.4. Legal Update – Advice from officials – ATIA S. 29(1)(a)

**Resolution No. 243.07.25**

Moved by Councillor Peterson

THAT Council move out of Camera at 9:52 p.m.

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

**AGAINST:** None.

**CARRIED**

**Resolution No. 244.07.25**

Moved by Councillor Peterson

THAT Council extend the July 23, 2025 Regular Council meeting until 11:00 p.m.

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

**AGAINST:** None.

**CARRIED**

**Resolution No. 245.07.25**

Moved by Councillor Peterson

THAT Council direct Administration to approve the new Physician Incentive Program Policy No. 1113, to attract physicians to Strathmore, as presented in Attachment III;

AND THAT Council utilize existing funds in the 2025 Operating Budget to fund the Physician Incentive Program;

AND THAT the contents specific to the Physician Incentive Program Policy No. 1113, as discussed during the Medical Services - Advice from officials - ATIA S. 29(1)(a) item be made public.

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

**AGAINST:** Councillor Montgomery

**CARRIED**

**Resolution No. 246.07.25**

Moved by Councillor Peterson

THAT Council move In Camera to discuss items related to sections 29(1)(a), and 29(1)(b)(iii) and of the *Access to Information Act* at 9:59 p.m.

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

**AGAINST:** None.

**CARRIED**

13.5. **Alberta Municipalities Resolution Request – Advice from officials – ATIA S. 29(1)(a)**

13.6. **Strathmore Stampede Planning Update – Advice from officials – ATIA S. 29**

**(1)(a)**

**13.7. Culture and Wellbeing Task Force – Advice from officials – ATIA S.29(1)(b)**  
**(iii)**

**Resolution No. 247.07.25**

Moved by Councillor Langmaid

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

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

**AGAINST:** None.

**CARRIED**

**Resolution No. 248.07.25**

Moved by Councillor Langmaid

THAT the Town of Strathmore act as a seconder for the Village of Hussar's motion regarding Midwifery as an Option of Care for all Albertans, to be brought forward as a resolution at the upcoming 2025 Alberta Municipalities convention;

AND THAT the details of this RFD be made public upon approval.

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

**AGAINST:** None.

**CARRIED**

**Resolution No. 249.07.25**

Moved by Councillor Langmaid

THAT Council direct Administration to bring a cost estimate forward to be considered by Council for the investigation of the property discussed In camera during item 13.7 at the next scheduled Council meeting.

**FOR:** Councillor Langmaid, Councillor Peterson, Councillor Wegener, and Councillor Wiley

**AGAINST:** Mayor Fule, Councillor Mitzner, and Councillor Montgomery

**CARRIED**

**14. ADJOURNMENT**

Mayor Fule adjourned the July 23, 2025 Regular Council Meeting at 10:43 p.m.

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Mayor

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Director of Strategic, Administrative,  
and Financial Services





# Report for Council

**To:** Council

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

**Date Prepared:** August 7, 2025

**Meeting Date:** September 3, 2025

**SUBJECT:** Corporate Quarterly Report - Q2 2025

**RECOMMENDATION:** Information for Council

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

The Corporate Quarterly Report is published four times annually to convey the progress achieved on Council's Strategic Plan and to provide a quarterly update on the Town's financial status. This report aims to ensure transparency for both Council and the public by offering an update on the status of each of Council's Strategic Priorities.

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

The Corporate Quarterly Report includes a financial update and details the status of the Town's economic and financial actions, highlighting how economic sustainability has been addressed as of Quarter 2 for 2025.

### SOCIAL SUSTAINABILITY:

The Town's initiatives aimed at enhancing social sustainability are detailed in the activities and current status updates of the Business Plan.

**ENVIRONMENTAL SUSTAINABILITY:**

The activities and current status updates of the Business Plan include actions taken to enhance climate resiliency.

**IMPLICATIONS OF RECOMMENDATION:****GENERAL:**

The Corporate Strategic Plan & Financial Plan Quarterly Report shows the activities that were established in the Corporate Business Plan and describes the actions taken, proposed deadlines, and current status of each of these activities. In addition, the report gives a financial summary that gives a quarterly update on the Town's financial position.

**ORGANIZATIONAL:**

The staff time is limited to preparing and presenting this report.

**OPERATIONAL:**

N/A

**FINANCIAL:**

At the end of Quarter 2 for 2025, revenues are forecasted to be \$1.2 million higher than budgeted due to:

- higher than anticipated Development Application and Subdivision Fee Revenue (\$245 thousand) and Streetlight Revenue (\$54 thousand)
- \$443 thousand in Wildfire Response revenue has been received via deployment of Strathmore Fire Department through June
- Government Grants are higher than budgeted, due to receipt of an unbudgeted Local Government Fiscal Framework operating grant of \$205 thousand
- Offsite levy revenue of \$595 thousand has been received year to date, which has been directly transferred to Capital reserves.

Overall, expenses are forecasted \$216 thousand higher than budgeted, due to increased transfer to reserves (i.e. Offsite levy revenue).

Transfer from Operating Reserves, and Contracted Services, are both forecasted to be reduced by \$463 thousand due to anticipated construction delays of the WHMB Lodge development.

**POLICY:**

Council has established the requirement of quarterly reporting on the Strategic Plan as part of its Strategic Planning Policy.

**IMPLEMENTATION:**

N/A

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**BACKGROUND:**

The best practice in ensuring fiscal responsibility and transparency by a municipal government is the provision of periodic financial and strategic plan reports to Council. This reporting also ensures effective and efficient budgetary control.

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**KEY ISSUE(S)/CONCEPT(S):**

Quarterly updates on Council's Strategic Plan and the financial position of the Town provide transparency and clarity for Council on the status of the Town's Corporate Strategic Plan initiatives.

**DESIRED OUTCOMES:**

To inform Council on the progress made towards the Strategic Plan and to present an updated overview of the Town's financial position, thereby facilitating informed decision-making of Council and ensuring administrative transparency.

**COMMUNICATIONS:**

Once the Corporate Quarterly Report has been adopted by Council, the report will be posted on the Town's website for public access.

**ALTERNATIVE ACTIONS/MOTIONS:**

That Council may defer the Corporate Quarterly Report to a future Committee of the Whole meeting of Council for further discussion.

**ATTACHMENTS:**

[Attachment I: Corporate Quarterly Report - Q2 2025](#)

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

Mark Pretzlaff, Director of Community and Protective Services

Approved  
- 26 Aug  
2025  
Approved

Leana Ashbacher, Senior Manager of Financial Services

- 26 Aug  
2025

Approved

Kevin Scoble, Chief Administrative Officer

- 26 Aug

2025

Approved

Johnathan Strathdee, Manager of Legislative Services

- 28 Aug

2025

Approved

- 28 Aug

2025

Q2 - 2025

# Corporate Quarterly Report



## About This Report

The Corporate Quarterly report is produced four times a year to communicate progress made on Council's Strategic Plan presented in the Corporate Business Plan and to present the Town's financial position for the quarter.

There are two parts within this report:

**Strategic Plan Reporting** - includes progress update on projects that support Council's Strategic Priorities.

**Financial Summary** - provides a quarterly update on the Town's financial position. Included in this section of the report are two reports for the municipal operation and capital projects, showing: budget vs. forecast, capital project progress and project forecast.

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## Strategic Plan Reporting

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### Council's Strategic Priorities

The Town of Strathmore's Council has identified six areas which will be focused on during this Council's term. These priorities were selected based on community feedback provided to Council as well as current service opportunities and challenges presented by Administration.

For each Strategic Priority, Council outlined the outcome that it desires to achieve during the balance of its term.

#### Affordable Living

Strathmore is an affordable community for residents and businesses enabling access to housing, services, and supports.

#### Financial Sustainability

Strathmore provides predictable and prudent tax rates and user fees that reduce overall Town debt, build financial reserves, maintain existing assets, and plan for sustainable growth.

#### Intentional Community Development

Strathmore creates communities for its residents and with its neighbors and institutional partners, which promote sustainable and inter-dependent communities.

#### Climate Resiliency Including Environmental Stewardship

Strathmore protects, manages, and enhances its local environment while preparing for future challenges due to climate change.

#### Economic Development

Strathmore is well-positioned to encourage commercial and industrial economic development with a focus on sustainable growth.

#### Community Wellness

Strathmore values Community Wellness focused on the maintenance, protection, and improvement of services that support optimum lifestyles.

### Business Plan

Once Council has identified its strategic direction and determined its Strategic Priorities, it is the role of Administration to plan and implement activities which will ensure that the priorities are achieved. The Corporate Business Plan outlines the activities planned by Administration to meet Council's expectations.



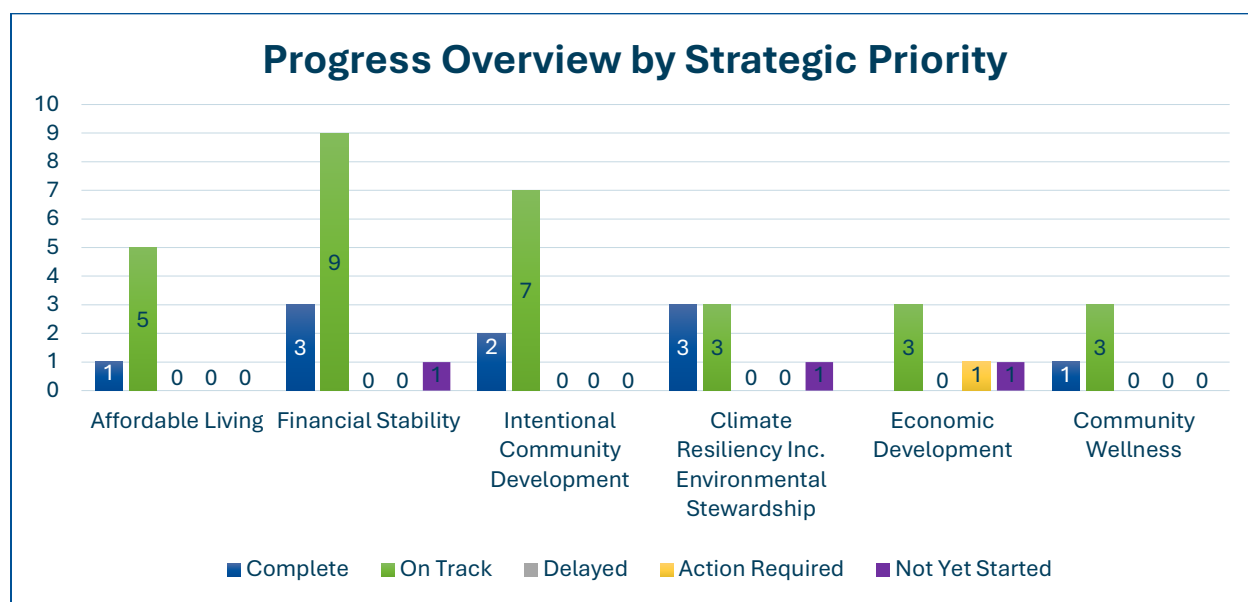
## Q2 Progress Summary

Each of the administrative actions has been categorized based on timelines and progress made toward completing the task. The definitions of each of the status categories are outlined below.

Status	Definition	# of Supporting Tasks
✓ Completed	Work has been completed on this initiative.	10
↑ On Track	This initiative is on schedule and progress is being made.	30
▲ Delayed	This initiative is experiencing some setbacks, but progress is still being made.	0
⬢ Action Required	Challenges are limiting or blocking progress of this initiative. Action must be taken to get the project back on track.	1
● Not Yet Started	Work has not begun on this initiative.	3
<b>Total Administrative Tasks Identified</b>		<b>44</b>

Administration has identified 44 administrative actions to support Council's strategic priorities. The timelines for these initiatives are from January 2022 to December 2026 inclusive.

Progress on these administrative actions as of June 30, 2025, can be seen in the following graphic.



## Q2 Progress Report Details

### Strategic Priority #1: Affordable Living

Strathmore is an affordable community for residents and businesses enabling access to housing, services and supports.

Supporting Administrative Actions	Proposed Timeline	Q2 Progress Update
<b>Synergistic Housing Product and Business Growth/ Sustainability Opportunities</b>		
✓ Establishing a target (60:40 tentative) residential to non-residential tax ratio in the MDP growth areas to strive for an overall 70:30 residential to non-residential tax ratio in the community resulting in organic business growth to provide more value to residential taxpayers without transferring tax burden to existing businesses	Mar 2023 – Sept 2025	Bylaw No. 25-13, Municipal Development Plan Amendment No. 1 (Municipal-Wide: Promoting Non-Residential Tax Assessment Base Growth) carried by Council on June 18, 2025
↑ Increasing Housing Product Forms - LUB Amendments	Jun 2023 - Ongoing	The trend continued in Q2 of 2025 with several Land Use Bylaw amendment applications having been received. Applications received have been for a variety of housing products including semi-detached, attached housing, apartments, and more. Review times for land use bylaw amendment applications have been at the expected service level, despite receiving higher volumes. Staff continue to encourage different housing forms in all the pre-application meetings.
↑ Progressive and best land use practices	Jan 2025 – Sept 2025	Several amendments have come forward to the Land Use Bylaw to ensure best use of land regarding the community's needs.

Supporting Administrative Actions		Proposed Timeline	Q2 Progress Update
			A new Land Use Bylaw is being budgeted for over the next few years.
↑	Annexation Exploration	Jan 2024 – Dec 2025	With a completed IDP, we are continuing to explore opportunities with landowners, developers and Wheatland County. A consultant has been engaged, and the applications and background studies have been started.
<b>Increased Availability of Attainable Housing</b>			
↑	Identify affordable housing opportunities	April 2022 – Ongoing	Process is underway. Administration is engaging community partners to ensure that local resources are maximized, and all parties are on the same page. The Town has established an Affordable Housing Society.
↑	Identify candidate projects/ sites/ partners	Dec 2022 – Ongoing	Staff are continuing to identify candidates / projects / sites / partners with many development projects including different types of housing.

Items to Track	Responsibility	Progress Notes
<b>Housing Starts</b>	Planning	2025 Q2 – 34 YTD as of June 1, 2025
<b>Ratio of Strathmore's housing stock comparing owned to rental units</b>	Planning	According to the Social Needs Assessment, the Town's home ownership rate is 77% with the rental rate being 23%.
<b>Percentage of citizens reporting Strathmore is an affordable community</b>	Communications / Marketing (Every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024. Affordability ranked as the number 3 issue facing Strathmore.

## Strategic Priority #2: Financial Sustainability

Strathmore provides predictable and prudent tax rates and user fees that reduce overall Town debt, build financial reserves, maintain existing assets, and plan for sustainable growth.

Supporting Administrative Actions		Proposed Timeline	Q2 Progress Update
<b>Predictable and Prudent Tax Increases</b>			
↑	Develop the long-term fiscal sustainability plan	Jan 2022 - Ongoing	The Town's finance department is working on developing a long-term financial plan. The plan is to have this in front of the next Council in 2026.
✓	Development of a debt policy	Sept 2022 – Jul 2025	The Debt Policy was passed by Council in May 2025.
↑	Incorporate debt modelling into decision making	Apr 2024 - Ongoing	Administration is exploring as part of a longer-term plan regarding the Town's financial software. Administration is also exploring alternative interim measures as well.
↑	Investment Strategy	April 2025 - Dec 2025	Administration has worked to ensure that the Town's investments align with existing policies. An RFP for external investment services will be issued late in Q4 2025 following the municipal election.
↑	Asset management program development and implementation	April 2022 – Dec 2025	The Asset Management policy was brought to Council in January 2023, and Administration continues to gather asset information and update the data hub.
↑	New Investment Opportunities	April 2022 - Ongoing	This is ongoing as opportunities arise. Other opportunities are being explored and researched.
↑	Consider alternative offsite levy strategies	Jan 2023 - Ongoing	Continuing to look at options, preliminary work has commenced, possibility to amend the Bylaw with direction from Council.
↑	Consider offsite levy implementation for vertical infrastructure	Jan 2023 – Dec 2026	Continuing to look at options, preliminary work has commenced, possibility to amend the Bylaw with direction from Council.
✓	Develop a categorized capital plan (RMR, growth, strategic)	April 2022 – Oct 2025	As part of the 2025 budget, a dedicated RMR program has been established.

Supporting Administrative Actions		Proposed Timeline	Q2 Progress Update
↑	Explore and inventory operational efficiencies opportunities (systems, technology, and synergies with local and regional partners)	April 2022 - Ongoing	This is ongoing. As the budget process continued to be refined there may be more opportunities to recognize operational efficiencies.
↑	Develop a service and service-levels inventory (80% beta version)	Sept 2022 – Jul 2025	The 2025 Services and Service Level Inventory document was shared with Council and is scheduled for approval at the July 23, 2025, Council meeting.
✓	Evaluate procurement policies in response to economic uncertainties	Feb 2025 – Apr 2025	Following a review of the current NAFTA and New West Partnership Trade Agreements, the Town has limited ability to mitigate the effects of potential trade disruptions.
●	Develop a sustainable Utility Model	Jan 2025 – Dec 2025	Initial discussions have occurred with an external consultant. The project will be reviewed again during the 2026 budget process, aiming for a more comprehensive study within the next 1-3 years.

Items to Track	Responsibility	Progress Notes
<b>Citizen perception regarding value from tax dollar</b>	Communications/Marketing (Every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024. 42% of residents said they received good to very good value for their property tax dollars.
<b>Debt service to revenue ratio</b>	Finance	At the end of and our 2024 debt service to revenue ratio is 6.5%.
<b>Tax supported debt ratio</b>	Finance	7.0% tax supported debt ratio based on 2024 ending figures. Calculated as Annual Debt Charges (Principal + Interest) as a percentage of Operating

		Revenue - \$2.58M / \$39.81M, down from an 8.5% Tax supported debt ratio in 2023.
<b>Percentage of infrastructure replacement costs in reserves</b>	Finance/Asset Management	Currently, we have 5.5% of total assets in reserves. We are currently reviewing our replacement costs and our annual transfer to reserves.

### Strategic Priority #3: Intentional Community Development

Strathmore creates communities for its residents and with its neighbors and institutional partners, which promote sustainable and inter-dependent communities.

Supporting Administrative Actions		Proposed Timeline	Q2 Progress Update
<b>Connective Community</b>			
↑	Trail Connectivity Plan	Jan 2023 - Jun 2025	Annual Pathway & Sidewalk Replacement program is ongoing. Citizen requests, operational concerns, and underserved areas are all being considered to most efficiently use the available budget.
<b>Synergistic Partnerships</b>			
✓	Development of an Intermunicipal Development Plan (IDP) and ICF with Wheatland County	April 2022 - Jun 2024	The ICF has been approved by Council. The Town of Strathmore and Wheatland County Councils adopted IDP on December 11 and December 3, 2024, respectively.
↑	Models for innovative public-private partnerships and joint ventures for development	Sept 2022 – Ongoing	The town is receptive to innovative initiatives that fit within Council's Strategic Priorities. P3 models, or a form of such joint venture, would be entertained if the model deems beneficial to both parties.
↑	Complete required site planning and joint-use and partnerships agreements (JUPA) with the school boards as required by the MGA, inclusive of value added non-mandatory components such as efficiency synergies	Sept 2022 – Jun 2026	Stakeholder engagement has begun. The agreement deadline has been extended to 2026 by a Ministerial Order from the Alberta government.
↑	ECRWL – unplanned / unfunded capital	Dec 2024 – Nov 2025	The project has proceeded and council has approved budget amendments where necessary.

	project initiated by third party		
↑	ECRWL-conveyance agreement	Feb 2025 – Dec 2025	A conveyance agreement will be required, the timing of such an agreement is not known at this time.
↑	Fibre Optics support	Ongoing – Dec 2026	Work is ongoing and approvals are being provided where necessary. It is anticipated that construction will continue into fall 2025 and potentially spring 2026 if necessary.
✓	Evaluate recreation amenities	Feb 2025 – Sept 2025	Administration has received and presented the Recreation and Culture Needs Assessment report to Council.
↑	Cemetery Bylaw amendment	Sept 2022 – August 2025	The Town is engaged in continuous discussions with the Roman Catholic Diocese of Calgary to achieve mutually beneficial outcomes concerning the Strathmore Cemetery.

Items to track	Responsibility	Progress Notes
<b>Citizens report increased community connectedness</b>	Communications/Marketing (Every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024. 79% of residents said that Strathmore provides a good quality of life.
<b>Percentage of major initiatives with partners on the project team</b>	Infrastructure	Infrastructure and Planning and Development continue to work with Economic Development on opportunities as they arise.
<b>Percentage of municipal investment leveraged through delivery partnerships</b>	Economic Development	The Town secured Phytokana to potentially contribute towards FCSS programming.
<b>Percentage of citizens who feel Strathmore is a safe town</b>	Communications / Marketing (Every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024.
<b>Number of new regional post-secondary opportunities</b>	Economic Development	Opportunities are currently being explored and discussed.



## Strategic Priority #4: Climate Resiliency Including Environmental Stewardship






Strathmore protects, manages, and enhances its local environment while preparing for future challenges due to climate change.

Supporting Administrative Actions		Proposed Timeline	Q2 Progress Update
<b>Climate Adaptation Preparation</b>			
✓	Applying sustainability lens to decision making.	April 2022 - Jun 2025	This was incorporated into Council's meeting documents.
✓	Hazard Reduction Burning Plan	April 2025 – May 2025	Completed in April 2025
<b>Local Environment</b>			
↑	Evaluation of Waste diversion enhancement opportunities	Jan 2023 – On going	Finalized the Extended Producer Responsibility (EPR) transition with ARMA as of April 1, 2025. This is anticipated to reduce costs for all users. Continued discussions with ARMA partners about sustainable recycling options.
↑	Identify and Evaluate Achievable and Savable Green Power / Net - Zero Development Opportunities	Jan 2023 – On hold	Exploring energy recovery for the reservoir and engaging stakeholders on other opportunities.
✓	Update Water Utility Bylaw	Sept 2024 – May 2025	Water Utility Amending Bylaw, Bylaw No. 25-18 (Bulk Water) carried on June 18, 2025. The amendment allows the Town to continue to provide the best services available while reducing the risk of interruptions or contaminations.
●	Update Wetland Policy	On hold	An update will occur when appropriate. Studies, surveys, and site reviews all need to occur.
↑	Sustainable water use strategies	Jan 2023 – Dec 2026	Review of stormwater and effluent re-use options are ongoing as well as potential partnerships with the WID, where possible.

Items to track	Responsibility	Progress Notes
<b>Measure ecological footprint</b>	Infrastructure	Internal review has started, categorizing all items and ensuring complete coverage.
<b>Percentage of residential waste diversion</b>	Infrastructure	~25% of Solid Waste is diverted from the landfill.
<b>Declining water intensity (consumption of water per capita) while maintaining adequate water supply for growth</b>	Infrastructure	An additional water license has been purchased and approved by the province, along with regular monitoring of annual consumption trends.
<b>Greenhouse gas emission intensity from town operations</b>	Infrastructure/Operations	N/A
<b>Reduction in Town's energy consumption</b>	Infrastructure/Finance	Replacing equipment with modern and more energy efficient options continues annually (IE. Vehicles and facility lights). Solar at the SMB has created 341 MWh over its lifetime.
<b>Percentage growth in green businesses</b>	Economic Development	In 2022, the Town secured Phytokana and continues to work with potential developers and business inquiries from invest Alberta or Canada

## Strategic Priority #5: Economic Development

Strathmore is well-positioned to encourage commercial and industrial economic development with a focus on sustainable growth.

Supporting Administrative Actions		Proposed Timeline	Q2 Progress Update
<b>Revitalized, resilient, and intentional and planned growth community</b>			
	Community revitalization strategy	June 2025 - Dec 2026	To start after MDP adopted.
	Explore Third Partner Partnership – Rural Renewal	Cancelled	The Government of Alberta has cancelled the funding for the Rural Renewal program.
<b>Best and Highest Use of Municipal Lands</b>			
	Land acquisition, disposition, and utilization strategy	Dec 2022 - Dec 2026	Base level inventory completed. Land Policy expected Q2 2025. A comprehensive growth study strategy is underway.
	Facilities Needs Assessment	Feb 2025 – Jun 2026	Preliminary collection of data is underway, inclusive of third-party partnerships.
	Implement funded Economic Development Action Plan	Apr 2024 – Dec 2026	The Town has secured a Government of Alberta NRED funding grant of \$91,000 to implement an Investment Marketing Attraction campaign and develop an online business support portal.  In late 2024 town officials met with four different business groups to identify current business needs, leading to the formation of the Strathmore Business Association.  In partnership with Community Futures Wildrose Association, plans are underway to conduct a local business walk later in 2025.

Items to Track	Responsibility	Progress
<b>Active Business licenses</b>	Planning	1,424
<b>Construction values</b>	Planning	2025 Q2 – \$16,095,255
<b>Permit applications</b>	Planning	2025 Q2 – 123
<b>Non-residential permits</b>	Planning	2025 Q2 – 16

## Strategic Priority #6: Community Wellness

Strathmore values Community Wellness focused on the maintenance, protection and improvement of services that support optimum lifestyles.

Supporting Administrative Actions		Proposed Timeline	Q2 Progress Update
<b>Efficient and Effective Intra- and Inter- Community Service Provision</b>			
↑	Evaluate options for services provision inclusive of Town, NGOs, Private, institutional and partnerships	Jan 2025 – on hold	Volunteer connector launched. Recent review and additional communications sent to social agencies to educate groups on the use of the site.  Volunteer Appreciation scheduled for October 2025.
<b>Maintain and Increase Institutional and NGO Supports in the Community and Businesses</b>			
↑	Evaluate enhancement to existing granting policies	Sept 2023 – On hold	Administration facilitated a workshop with Council regarding grant policies and procedures. Administration continues to review and prepare recommendations regarding other potential policy changes to support this initiative.
✓	International doctor sponsorship program	April 2022 – Ongoing	Council approved a pilot program for a Physician Sponsorship Grant and has awarded one grant.  Administration continues to look for alternative ways to advance this activity.
↑	Support external initiatives	April 2024 – On hold	Opportunities are currently being explored on an ongoing basis.

Items to Track	Responsibility	Progress
<b>Citizens report increased health and wellness</b>	Communications / Marketing (every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024. 79% of residents said that Strathmore provides a good quality of life.
<b>Per capita usage of civic amenities</b>	Recreation, Operations & Finance	Amenity use: Q2 '24 compared to Q2 '25  <b>Sports Centre</b> <ul style="list-style-type: none"> <li>• Programming: 769 participants – 62.6% increase from Q2 2024</li> <li>• Indoor Track: 2,159 participants – 13% decrease from Q2 2024</li> </ul>

Items to Track	Responsibility	Progress
		<ul style="list-style-type: none"> <li>Drop in: 2,945 participants – 17.4% decrease from Q2 2024</li> <li>Gymnasium Booking (x2): 741.75 hours – 10% decrease from Q2 2024</li> <li>Indoor Field Booking: 313 hours – 14% increase from Q2 2024</li> <li>Community Room and Concession: 43.5 hours – 4.3% decrease from Q2 2024</li> <li>Track Memberships: 16.67% increase from Q2 2024</li> <li>General Membership – 22.2% increase from Q2 2024</li> </ul> <p><b>Aquatic Centre</b></p> <ul style="list-style-type: none"> <li>Drop In: 8,505 participants – 27% participants increase from Q2 2024</li> <li>Lessons: 1,127 lessons – 12% increase from Q2 2024</li> <li>Rentals: 190.25 hours – 36.37% increase from Q2 2024</li> <li>Memberships: 7.69% decrease from Q2 2024</li> </ul> <p><b>Family Centre Arena</b></p> <ul style="list-style-type: none"> <li>Arena Bookings (x2): 901.5 hours – 81% increase from Q2 2024</li> <li>Meeting Room: 174.5 hours – 48.5% increase from Q2 2024</li> <li>Drop In: 472 participants – 115% increase from Q2 2024</li> </ul> <p><b>Civic Centre</b></p> <ul style="list-style-type: none"> <li>Meeting Rooms: 1,107.5 hours – 4.26% increase from Q2 2024</li> </ul> <p><b>All Access Memberships</b></p> <ul style="list-style-type: none"> <li>Increase in memberships by 80% from Q2 2024</li> </ul>
<b>Percentage of citizens volunteering increases</b>	FCSS	During the first five months of 2025, Volunteer Connect experienced notable engagement. From January to May, 2,309

Items to Track	Responsibility	Progress
		individuals viewed our volunteer opportunities. Within this period, we received 20 volunteer applications, of which 3 were approved. Additionally, four in-person volunteer applications were supported, five KARE driver applications and two Frozen Meals driver applications.
<b>Percentage of residents who recommend Strathmore as a good place to live</b>	Communications / Marketing (every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024. 79% of residents said that Strathmore provides a good quality of life.
<b>Percentage of citizens who feel that Strathmore has the appropriate emergency services in place</b>	Communications / Marketing (every 2 years – Citizen Satisfaction Survey)	Citizen Satisfaction Survey was presented to Council on October 16, 2024. 79% of residents said that Strathmore provides a good quality of life.
<b>Crime prevention/reduction statistics</b>	Municipal Enforcement	Strathmore's property crime statistics (ie: theft of vehicles, theft from vehicles, break and enters) have remained consistent. However, there was a notable decrease of 3.1% at the end of 2024 when compared to a five-year average.

## Q2 Financial Summary

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The annual operating surplus of the organization is forecasted to be \$1.03 million as at Q2.

Revenues are forecasted to be \$1.2 million higher than budgeted due to:

- higher than anticipated Development Application and Subdivision Fee Revenue (\$245 thousand) and Streetlight Revenue (\$54 thousand).
- \$443 thousand in Wildfire Response revenue has been received via deployment of Strathmore Fire Department through June.
- Government Grants are higher than budgeted, due to receipt of an unbudgeted Local Government Fiscal Framework operating grant of \$205 thousand.
- Offsite levy revenue of \$595 thousand has been received year to date, which has been directly transferred to Capital reserves.

Overall, expenses are forecasted \$216 thousand higher than budgeted, due to increased transfer to reserves (i.e. Offsite levy revenue).

Transfer from Operating Reserves, and Contracted Services, are both forecasted to be reduced by \$463 thousand due to anticipated construction delays of the WHMB Lodge development.

### Capital

- There are 49 municipal capital projects for 2025, with a total budget of \$13.6 million.
- Actual Capital Spend at Q2 is \$1.4 million, with a forecasted annual spend of \$13.2 million.

## Municipal Operating Variance Analysis

### Operating Budget Summary

#### 2025 QUARTER 2 - OPERATING SUMMARY

#### Forecasted Net Surplus Summary

January to June 2025

	2025 Budget	2025 Actuals	2025 Forecast	Forecast Over (Under) Budget	Comments
<b>Revenues</b>					
Total Property Taxes	16,676,700	16,765,176	16,765,176	88,476	
User fees and sales of goods	18,994,400	9,400,227	19,221,761	227,361	\$245k Planning and Development revenue in excess of budget, offset by \$25k RCMP Fines below budgeted (i.e. staffing)
Penalties and Cost of Taxes	210,500	126,778	210,500	-	
Government Grants - Operating	1,957,000	890,496	2,173,641	216,641	\$205k LGFF Operating Grant not budgeted
Investment & Interest Income	460,300	160,462	400,300	(60,000)	Credit Card Charge program not yet implemented
Licences and Permits	521,600	497,313	634,800	113,200	\$91k Building Permits and \$22k Planning Licenses in excess of budget
Other Revenues	443,500	1,264,605	1,564,445	1,120,945	\$443k - Wildfire Response; \$595k Offsite Levies; \$57k Fortis Streetlight Revenue
Transfer from Reserves - Operating	1,598,100	-	1,134,700	(463,400)	\$463k reduction - delay in WHMB lodge construction
Transfer from Reserves - Capital	60,000	-	60,000	-	
Internal Transfers Revenue	545,000	145,607	545,000	-	
<b>Total Revenues</b>	<b>41,467,100</b>	<b>29,250,665</b>	<b>42,710,323</b>	<b>1,243,223</b>	
<b>Expenses</b>					
Salaries, Wages, and Benefits	14,965,400	6,968,742	15,032,890	67,490	Fire \$70k overtime (wildfire response)
Contracted and General Services	13,890,700	5,376,426	13,436,913	(453,787)	\$463k Reduction - delay in WHMB construction
Materials, Goods, Supplies & Utilities	4,863,900	1,938,371	4,828,575	(35,325)	\$23k reduction - Storm Conveyance below expected
Bank and Short Term Interest Charges	90,000	53,611	90,000	-	
Other Expenditures	-	307	307	307	
Transfers to Individuals and Organisations	689,600	390,064	689,600	-	
Transfers to Local Boards and Agencies	491,300	94,494	479,494	(11,806)	Marigold Library contribution \$12k below expected
Interest on Long-term Debt	362,500	131,928	362,500	-	
Long-term Debt Principal Payments	2,221,800	1,178,582	2,221,800	-	
Transfers to Reserves - Operating	812,800	812,800	812,800	-	
Transfers to Reserves - Capital	2,534,100	1,398,984	3,183,414	649,314	\$595k Offsite Levy Revenue, \$54k Fortis Streetlight Revenue
Internal Transfers Expenses	545,000	145,607	545,000	-	
<b>Total Expenses</b>	<b>41,467,100</b>	<b>18,489,918</b>	<b>41,683,293</b>	<b>216,193</b>	
<b>Net Surplus</b>	<b>-</b>	<b>10,760,747</b>	<b>1,027,030</b>	<b>1,027,030</b>	



Capital Budget Summary  
 Budget vs. Actual Comparison – January 1 – June 30, 2025

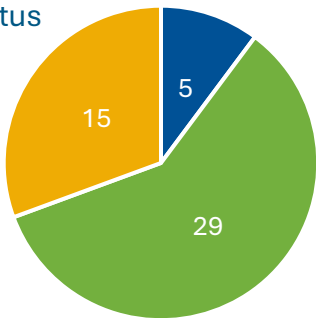
Project Status

Status	Q1	Q2	Q3	Q4
Not Started	18	5		
In Progress	23	29		
Completed	5	15		
Delayed	0	0		
Cancelled	0	0		
<b>Total</b>	46	49		

Project Completion

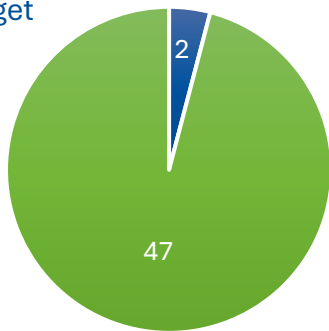
Town administration has completed 15 of 49 capital projects at Q2. Based on current projections, most projects are likely to be complete by year-end.

Project Status



■ Not Started ■ In Progress ■ Complete ■ Cancelled

Project Budget



■ Over Budget ■ On / Under Budget

## Town of Strathmore

### Quarter 2 ( January - June) 2025 - Capital Report

Business Case Name	Capital Funding	Grant Project # (if applicable)	2025 Original Budget	2024 Capital Project Carry Forwards	2025 Amendments	Total Budget (Annual)	Actuals (to June 30)	Forecast (Annual)	Status (Complete, Not Started, On Hold, Cancelled)	Comments
AUTO - 5238 - Family Centre Ice Resurfer Batteries	Capital Reserve		\$40,000			\$40,000	\$0	\$40,000	Not Started	
AUTO - 3052 - Engine 2 Replacement Fire Truck	LGFF/CCBF		\$480,000			\$480,000	\$171,837	\$171,837	Complete	2025 phase complete. Carry forward next payment due 2026.
AUTO - 3215 - SCBA Replacement	LGFF/CCBF		\$76,000			\$76,000	\$76,371	\$76,371	Complete	Complete
Resolution 230.07.25 Purchase aerial/ladder truck	Multiple				\$350,000	\$350,000	\$0	\$319,486	In progress	Payment Due in July 2025 - Once initial payment is complete carry forward to rest to 2026
Capital Building Improvements - Mechanic Shop	Capital Reserve			\$19,100		\$19,100	\$17,251	\$17,251	Complete	
LED upgrades	LGFF/CCBF			\$15,700		\$15,700	\$21,171	\$21,171	Complete	
Fleet - GPS units	LGFF/CCBF			\$25,000		\$25,000	\$2,858	\$25,000	In progress	possible 2026 carryover and 2026 operating impact
AUTO - 5303 - Sidewalk Improvements	LGFF/CCBF		\$200,000			\$200,000	\$0	\$200,000	In progress	Tender complete (July 22) and contract awarded (July 25)
AUTO - 5290 - Splash Park Recirculation system	LGFF/CCBF		\$300,000			\$300,000	\$0	\$300,000	In progress	Grant submitted, working with vendor on options
AUTO - 5295 - Kinsmen Tree Replacement Design	Capital Reserve		\$50,000			\$50,000	\$0	\$50,000	Not Started	Fall project
AUTO - 5302 - Kinsmen Park Christmas Lights	Capital Reserve		\$20,000	\$20,000		\$40,000	\$512	\$40,000	Not Started	Fall purchases
AUTO - 5304 - Site Furniture	LGFF/CCBF		\$25,000	\$17,600		\$42,600	\$22,673	\$42,600	In progress	Fall purchases
AUTO - 5279 - Fleet - Portable Column Lifts	Capital Reserve		\$78,000			\$78,000	\$74,719	\$74,719	Complete	
AUTO - 3098 - Roads- PW 22 Sterling 7500 Plow Truck Replacement- 2025	LGFF/CCBF		\$470,000		\$30,000	\$500,000	\$219,973	\$500,000	In progress	Winter arrival
Roads- EPW 36 RPM Tech 220 Loader Mounted Snow Blower Replacement- 2025	LGFF/CCBF		\$265,000			\$265,000	\$252,825	\$252,825	Complete	
AUTO - 3132 - 72 - Parks - PK86 Kenworth Single Axel Water truck Replacement - 2025	LGFF/CCBF		\$170,000			\$170,000	\$0	\$170,000	In progress	PO issued, winter arrival
AUTO - 3212 - Road Asset Management Plan (RAMP)	LGFF/CCBF		\$380,000			\$380,000	\$0	\$368,000	Complete	Awaiting Invoicing
AUTO - 3213 - Capital Projects Engineering	Capital Reserve		\$75,000			\$75,000	\$31,548	\$75,000	In progress	Work ongoing, additional expenses may occur.
Wildflower Road	Roads OSL			\$66,100		\$66,100	\$75,018	\$75,018	Complete	Additional expenses not anticipated, payment to AEPA complete. All other work will occur under new budget (2026)
AUTO - 3211 - Water Reservoir Upgrades	Multiple	CCBF-2916 AMWWP #TBD	\$5,300,000	\$2,037,100		\$7,337,100	\$128,257	\$7,337,100	In progress	2025 work anticipated to be approx \$6M, carry forward for 2026 scope will be confirmed through budgeting process. AMWWP Grant: \$731,202.10
Environmental Monitoring - Ag Society Grounds	Financial Stabilization Reserve			\$9,200		\$9,200	\$800	\$9,200	In progress	Additional expenses TBD
AUTO - 3209 - 42.1 - Distribution & Collection Out-of-scope Maintenance	Waste Water Reserve		\$75,000			\$75,000	\$4,675	\$75,000	In progress	Work to occur in August/September
AUTO - 3150 - 42.1 - WWTP UV System	Waste Water Reserve		\$385,000			\$385,000	\$0	\$385,000	In progress	Potential savings (\$10-20k), to be reviewed in Q3
AUTO - 3210 - 42.1 - WWTP PLC/SCADA Upgrades	Multiple	CCBF: CCBF-2302 AMWWP: 706651	\$125,000	\$280,000		\$405,000	\$203,739	\$405,000	In progress	Anticipating 2025 spend of \$300,000 with remainder to be carried forward to 2026. AMWWP Grant: 30.66% of expenditures
AUTO - 3202 - 42.1 - WWTP General Plant Upgrades	Waste Water Reserve		\$60,000	\$7,800		\$67,800	\$21,347	\$67,800	In progress	
Lift Station Upgrades	Waste Water Reserve			\$17,000		\$17,000	\$0	\$0	Not Started	Costs not anticipated, savings to cover overages (if any) in other WWTP projects.
AUTO - 3207 - Pathway Lifecycle	LGFF/CCBF		\$78,000	\$17,000		\$95,000	\$0	\$75,000	In progress	Scope likely to be reduced due to coordination issues with FORTIS, to be confirmed in Q3
Thistle Way Sanitary Replacement	Waste Water Reserve				\$300,000	\$300,000	\$0	\$300,000	Complete	Project Complete, awaiting final invoices
Resolution 223.07.25 Watermain Modifications	Water Reserve				\$800,000	\$800,000	\$0	\$800,000	In progress	Project Started
Wayfinding	Capital Reserve			\$30,000		\$30,000	\$0	\$30,000	Not started	Team is working on several large projects and have not been able to start the wayfinding project.
Digital Highway Sign (Removal)	Capital Reserve			\$10,000		\$10,000	\$2,000	\$2,000	Complete	The sign has been removed.
AUTO - 5256 - Curling Rink - Backflow Prevention Install	Capital Reserve		\$14,000			\$14,000		\$11,445	Complete	Completed waiting for invoice to go through relogics
AUTO - 3199 - Aquatic Centre - Expansion Tank & Bladder Replacement	LGFF/CCBF		\$30,000			\$30,000	\$0	\$30,000	In progress	Received 3 quotes will be proceeding with Reggin Technical Services LTD. Work to be completed in the Fall.
Recreation Needs Assessment	Financial Stabilization Reserve			\$8,600		\$8,600	\$8,590	\$8,590	Complete	Complete
Aquatic Center - Pool Pumps	LGFF/CCBF			\$19,100		\$19,100	\$17,867	\$17,867	Complete	Complete
AUTO - 5271 - Aquatic Center Carbon Monoxide Detector System	LGFF/CCBF		\$9,000			\$9,000	\$8,258	\$8,258	Complete	This is now completed and paid in full.
AUTO - 4221 - ERP Replacement and Process Optimization	LGFF/CCBF		\$150,000			\$150,000	\$0	\$150,000	In progress	Pending for Transformation Committee Kickoff - Sep 2025
AUTO - 4231 - IT - CPS - Fire Department Internet Upgrade	Capital Reserve		\$21,000			\$21,000	\$0	\$21,000	In progress	Telco outside cable construction in progress. Pending design decision due to new fibre services installation in Town.

**Town of Strathmore**  
**Quarter 2 ( January - June) 2025 - Capital Report**

Business Case Name	Capital Funding	Grant Project # (if applicable)	2025 Original Budget	2024 Capital Project Carry Forwards	2025 Amendments	Total Budget (Annual)	Actuals (to June 30)	Forecast (Annual)	Status (Complete, Not Started, On Hold, Cancelled)	Comments
AUTO - 4225 - IT Server Upgrade	LGFF/CCBF		\$323,000			\$323,000	\$0	\$323,000	In progress	Contract negotiation in progress. ETA Oct - Dec 2025
AUTO - 5263 - IQDS - Public Works Bulk Water Station Payment	Water Reserve		\$50,000			\$50,000	\$0	\$40,000	Complete	Installation complete. Accounting integration complete.
AUTO - 5257 - IT - IT Restoration, Consolidation, and Cost Efficiency Roadmap - 10 Years (2024-2034)	LGFF/CCBF		\$64,000			\$64,000	\$5,351	\$64,000	In progress	RFQ complete - New council. Office, GIS, Asset. Q3-4 2025.
GP Upgrades	Financial Stabilization Reserve			\$6,500		\$6,500	\$0	\$6,500	In progress	Sourcing new ERP vendor for transition in Q4 2025.
Offsite Backups	Financial Stabilization Reserve			\$7,900		\$7,900	\$0	\$7,900	In progress	Remaining backup storage lifecycle maintainance upgrade. ETA Q3
Disaster Recovery - IT Infrastructure\Network	Financial Stabilization Reserve			\$15,000		\$15,000	\$0	\$15,000	In progress	Continue to procure storages and update DR plan
Evergreen client computer equipment	Financial Stabilization Reserve			\$27,400		\$27,400	\$23,358	\$27,400	In progress	RFQ complete
Cybersecurity Improvements, Risk Remediation, Network	Financial Stabilization Reserve			\$8,000		\$8,000	\$2,000	\$8,000	In progress	Network assessment complete. MS assessment in progress
IT Backup Systems Project	Financial Stabilization Reserve			\$130,000		\$130,000	\$0	\$130,000	In progress	Pending for IT Server completion. Backup-as-a-services (BaaS) RFP.
IT - Municipal Surveillance Assessment & Initial Cameras	Financial Stabilization Reserve			\$10,100		\$10,100	\$0	\$10,100	In progress	Proposed camera restoration roadmap with emerging new
Municipal Enforcement patrol vehicle	Fire Reserve			\$18,000		\$18,000	\$14,120	\$18,000	In progress	Waiting on Radio reprogramming for RCMP channels, install booked for August 2025
			\$9,313,000	\$2,822,200	\$1,480,000	\$13,615,200	\$1,407,116	\$13,202,438		



# Request for Decision

**To:** Council

**Staff Contact:** Veronica Anderson, Legislative Services Officer

**Date Prepared:** August 20, 2025

**Meeting Date:** September 3, 2025

**SUBJECT:** Council Meeting Schedule Amendment

**RECOMMENDATION:** THAT Council direct Administration to change the date of the Monday, November 3, 2025 Organizational Meeting to Wednesday, October 29, 2025 at 6:00 p.m. in Council Chambers;

AND THAT Council adopt the amended Town of Strathmore Meeting Schedule as presented in Attachment I.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## **HOW THE STRATEGIC PRIORITIES ARE MET:**

A pre-determined schedule allows Council, staff and the public the ability to properly plan ahead .

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## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

N/A

### **SOCIAL SUSTAINABILITY:**

N/A

**ENVIRONMENTAL SUSTAINABILITY:**N/A

---

**IMPLICATIONS OF RECOMMENDATION:****GENERAL:**

Having the first Organizational Meeting following the 2025 election occur earlier will allow for the newly formed Council to be sworn-in earlier, ensuring municipal work can begin as soon as possible.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

There are no financial implications, other than staff time needed to prepare agenda reports and attend meetings.

**POLICY:**

N/A

**IMPLEMENTATION:**

If Council decides to make changes to the meeting schedule, Administration will notify the public in accordance with section 8.3 of Council Procedure Bylaw, No. 23-17.

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**BACKGROUND:**

Council must hold its inaugural meeting, in accordance with the *Municipal Government Act*, no later than two (2) weeks after each General Municipal Election.

At this Council Meeting:

- All Councillors must take the Oath of Office as prescribed by the Oaths of Office Act;
- The seating of Councillors in Council Chambers shall be adopted by Council;
- Rotation schedules for the position of Deputy Mayor shall be determined by Council;
- Regular Council Meeting dates for the year shall be set by Council; and
- Committee of the Whole Meeting dates for the year shall be set by Council.

Typically, Council will make appointments to various boards and committees during the annual organizational meeting. However, as this is Council first meeting following the 2025 Municipal Election, Administration is recommending that this appointments be made during the first regular council meeting following Council's inaugural meeting (tentatively November 5, 2025).

The Town of Strathmore's current meeting schedule was prepared in accordance with Council's Procedure Bylaw, No. 23-17, and adopted during the October 23, 2024 Organizational Meeting. During this meeting it was determined that the next Organizational Meeting would be held on Monday, November 3, 2025 to allow the newly formed Council time to undergo the mandatory orientation that needs to take place before meeting. It was unknown at that time what the confirmed orientation dates would be.

Since the adoption of this schedule, orientation dates have now been set for Friday, October 24 and Saturday, October 25, 2025.

With the dates being earlier than anticipated, this opens up opportunity for the swearing-in ceremony and Organizational Meeting to take place earlier.

As per section 8.3 in the Council Procedure Bylaw, a meeting may be changed by Council and with notice given to the public.

#### **KEY ISSUE(S)/CONCEPT(S):**

The key issues is whether Council would like to change the date of the November 3, 2025 Organizational meeting, so that it may take place earlier.

#### **DESIRED OUTCOMES:**

For Council to direct Administration to change the date of the Monday, November 3, 2025 Organizational meeting to Wednesday, October 29, 2025.

#### **COMMUNICATIONS:**

Any changes or cancellations would be communicated via physical posting in the Town foyer and online channels as per section 8.3 of the Council Procedure Bylaw, which states:

"If there are changes to the date and time of a Regular Council Meeting, the municipality must give at least twenty-four (24) hours notice of the change to all Councillors and post the notice in a public office. Posting a public notice in the front foyer of Strathmore's Municipal Building and on the Town's website is sufficient notice to the public if administration is unable to advertise the change in the local newspaper."

#### **ALTERNATIVE ACTIONS/MOTIONS:**

- That no action is taken and the meeting remains as originally scheduled.

**ATTACHMENTS:**

[Attachment I: Proposed Updates - Town of Strathmore Meeting Schedule for November 6, 2024 to November 3, 2025](#)

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Claudette Thorhaug, Legislative Services Officer

Approved  
- 27 Aug  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 27 Aug  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 28 Aug  
2025



## TOWN OF STRATHMORE'S MEETING SCHEDULE

NOVEMBER 6, 2024 – NOVEMBER 3, 2025\*

Updated July 2, 2025

### Regular Council Meetings

November 6, 2024	March 19, 2025
November 19, 2024 (Budget Meeting)	April 2, 2025
November 20, 2024	April 16, 2025
November 21, 2024 (CANCELLED)	May 7, 2025
November 27, 2024 (Budget Meeting)	May 21, 2025
December 4, 2024	June 4, 2025
December 11, 2024 (NEW, was a COTW)	June 18, 2025
December 18, 2024 (CANCELLED)	July 2, 2025
January 22, 2025	July 16, 2025
February 5, 2025	September 3, 2025
February 19, 2025	September 17, 2025
March 5, 2025 (CANCELLED)	October 29, 2025 – <i>Annual Organizational Meeting</i> (changed from November 3 to October 29)

### TIME:

Regular Council Meetings to be held at 6:00 p.m.\*

### LOCATION:

In Council Chambers in the Strathmore Municipal Building (1 Parklane Drive, Strathmore, AB, T1P 1K2).

\*Unless otherwise amended by Council Resolution.





## TOWN OF STRATHMORE'S MEETING SCHEDULE

### NOVEMBER 13, 2024 – NOVEMBER 3, 2025\*

Updated July 2, 2025

#### Committee of the Whole Meetings

November 13, 2024	April 9, 2025
December 11, 2024 (changed to be a Regular Council Meeting)	May 14, 2025
January 15, 2025	June 11, 2025
February 12, 2025	July 9, 2025 (CANCELLED)
March 12, 2025 (changed to be a Special Council Meeting)	September 10, 2025 (CANCELLED)

#### **TIME:**

Committee of the Whole Meetings to be held at 6:00 p.m.\*

#### **LOCATION:**

In Council Chambers in the Strathmore Municipal Building (1 Parklane Drive, Strathmore, AB, T1P 1K2).

\*Unless otherwise amended by Council Resolution.



# Request for Decision

**To:** Council

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

**Date Prepared:** August 12, 2025

**Meeting Date:** September 3, 2025

**SUBJECT:** **Kakato'si Kristian Ayoungman Foundation - Lead by Example Powwow Contributions**

**RECOMMENDATION:** THAT Council amend Resolution No. 187.06.25 to remove reference to any financial contributions to the 2026 Lead by Example Powwow and instead state:  
*"THAT Council approves a payment of \$8,500 from the Town's 2025 Operating Budget to the Kakato'si Kristian Ayoungman Foundation to assist with security service costs related to the 2025 Lead by Example Powwow."*

AND THAT it be recognized that this payment was made and subsequently repaid to the Town of Strathmore in August of 2025 and will not require that the Town funds the expenditure from the Financial Stabilization Reserve.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## **HOW THE STRATEGIC PRIORITIES ARE MET:**

Supporting the Kakato'si Kristian Ayoungman Foundation re-enforces the synergistic partnership between the Town of Strathmore and Siksika Nation and contributes to reconciliation efforts. Ensuring that the community values of safety and well-being are felt by all who reside in these areas.

**SUSTAINABILITY****ECONOMIC SUSTAINABILITY:**

N/A

**SOCIAL SUSTAINABILITY:**

N/A

**ENVIRONMENTAL SUSTAINABILITY:**

N/A

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**IMPLICATIONS OF RECOMMENDATION:****GENERAL:**

The Town has historically supported the Kakato'si Kristian Ayoungman Foundation and their annual event, the Lead by Example Powwow.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

- In December of 2024 for the 2025 Budget, Council approved a \$10,000 Community Group Funding payment to the Foundation for their 2025 Powwow.
- The request in June of 2025 for \$8,500 was in addition to the \$10,000 budgeted. The additional \$8,500 was paid out from the Financial Stabilization Reserve to help cover security services.
- The Foundation has since repaid the Town a portion of the issued funds, in the amount of \$8,500.

**POLICY:**

N/A

**IMPLEMENTATION:**

The decision will be shared with Melodie Ayoungman and her organization so that they may properly plan for any potential funding requests.

---

**BACKGROUND:**

During the June 4, 2025 Regular Council Meeting Council made the following Resolution under the agenda item titled, **Funding for Security Services - 2025 Lead by Example Powwow:**

**Resolution No. 187.06.25**

*THAT Council approves a payment of \$8,500 from the Town's 2025 Operating Budget to the Kakato'si Kristian Ayoungman Foundation to assist with security service costs related to the 2025 Lead by Example Powwow, with this amount to be deducted off any financial contribution to the 2026 Lead by Example Powwow.*

The amount was issued by the Town of Strathmore's Finance Department from the Financial Stabilization Reserve, but on August 13, 2025 the Kakato'si Kristian Ayoungman Foundation repaid this \$8,500 to the Town as they received external Grant Funding to cover their costs. The returned money was placed in the Family and Community Support Services (FCSS) (51-20) cost centre.

Because the money is no longer with the Kakato'si Kristian Ayoungman Foundation, and was not a cost to the Town, Administration recommends that Council remove the caveat from the original Resolution that this amount (\$8,500) be deducted from any financial contribution made to the 2026 Lead by Example Powwow, as it is no longer relevant.

---

**KEY ISSUE(S)/CONCEPT(S):**

For the \$8,500 amount (originally given to the Kakato'si Kristian Ayoungman Foundation in 2025, but returned), to no longer play a role in any considerations for funding contributions made to the 2026 Lead by Example Powwow.

**DESIRED OUTCOMES:**

For Council to move that the following line be removed from Resolution 187.06.25 "*with this amount to be deducted off any financial contribution to the 2026 Lead by Example Powwow.*"

**COMMUNICATIONS:**

N/A

**ALTERNATIVE ACTIONS/MOTIONS:**

N/A

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Leana Ashbacher, Senior Manager of Financial Services

Approved

Mark Pretzlaff, Director of Community and Protective Services

- 26 Aug  
2025

Approved

Johnathan Strathdee, Manager of Legislative Services

- 26 Aug

2025

Approved

Kevin Scoble, Chief Administrative Officer

- 26 Aug

2025

Approved

- 26 Aug

2025



# Request for Decision

**To:** Council

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

**Date Prepared:** August 14, 2025

**Meeting Date:** September 3, 2025

**SUBJECT:** **Culture and Wellbeing Task Force Funding Recommendations**

**RECOMMENDATION:** THAT Council approve the Culture and Wellbeing Task Force funding allocations as follows:

- \$2,000.00 to Accredited Supports to the Community;
- \$3,600.00 to Trellis;
- \$1,900.00 to the Strathmore Filipino Canadian Association;
- \$1,800.00 to Arts on 817 and;
- \$3,000.00 to the Kickstand Strathmore.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## **HOW THE STRATEGIC PRIORITIES ARE MET:**

The mandate for the Culture and Wellbeing Task Force is to identify, coordinate, and support cultural and wellness initiatives that enhance Strathmore's profile, community identity, and civic pride.

The recommendations brought forward by the Culture and Wellbeing Task Force will provide support to organizations who connect and engage the community by integrating culture and wellbeing into the daily life of residents.

## **SUSTAINABILITY**

### **ECONOMIC SUSTAINABILITY:**

Economic sustainability is not applicable.

### **SOCIAL SUSTAINABILITY:**

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

### **ENVIRONMENTAL SUSTAINABILITY:**

Environmental sustainability is not applicable.

---

## **IMPLICATIONS OF RECOMMENDATION:**

### **GENERAL:**

Should Council approve this recommendation, there would be no funds remaining from the Culture and Wellbeing Task Force.

### **ORGANIZATIONAL:**

There are no organizational implications.

### **OPERATIONAL:**

There are no operational implications.

### **FINANCIAL:**

Should Council approve this recommendation, there would be no funds remaining from the Culture and Wellbeing Task Force.

### **POLICY:**

The Culture and Wellbeing Task Force was established by Council and falls under the authority of the Boards and Committees Bylaw No. 22-26: Section 6.

### **IMPLEMENTATION:**

If approved, Administration will issue cheques to these organizations in the approved amounts.

---

## **BACKGROUND:**

On August 13, 2025, the Culture and Wellbeing Task Force met. As part of the agenda, they received a funding request from the following organizations:

- Kakato'si Kristian Ayoungman Foundation – Indigenous Cultural Sharing
- Accredited Supports to the Community (ASC) – Hand Drum Making
- Trellis – Newcomer Family Hangout
- Trellis – Sikika Family Carnival
- Strathmore Filipino Canadian Association – Concert and Fashion Show & Dinner
- Strathmore Filipino Canadian Association – Dishes from around the Philippines
- Arts 817 – 2025-2026 Concert Series
- Kickstand Strathmore – Community Dinner to Honour Residential School Survivors

Unfortunately, there were insufficient Task Force members present to meet quorum but considering the timing of these requests and upcoming Council meetings, the Task Force members decided to proceed to review the funding requests.

The Task Force members were unanimous in support of the following requests:

- \$2,000.00 to Accredited Supports to the Community to support their Growing Responsibilities Open to Unlimited Possibilities (GROUP) program for materials and honorariums for two facilitators.
- \$3,600.00 to Trellis for their Newcomer Family Hangout program (supplies) and the Sikika Family Carnival.
- \$1,900.00 to the Strathmore Filipino Canadian Association for their Dishes from around the Philippines community event
- \$1,800.00 to Arts on 817 for their 2025-2026 concert series to offset operational costs and reduce ticket costs for the public.
- \$3,000.00 to the Kickstand Strathmore for costs (food, performers, and honorariums) associated with a community dinner to honour residential school survivors.

The Culture and Wellbeing Task Force members were in unanimous support of the funding and hoped that Council would support these funding requests.

### **KEY ISSUE(S)/CONCEPT(S):**

Quorum was not met for the August 13th meeting but if Council approves the Task Force's recommendations, there will be no funds remaining.

In addition, the term of reference for the Culture and Wellbeing Task Force ends at the end of September.

### **DESIRED OUTCOMES:**

THAT the recommendation of the Culture and Wellbeing Task Force be supported.

### **COMMUNICATIONS:**



If approved, Administration would advise these organizations that their funding request application was approved.

**ALTERNATIVE ACTIONS/MOTIONS:**

1. That Council may provide further direction.
2. That Council request additional information from the Culture and Wellbeing Task Force.
3. Council may defeat the recommended motion.

**ATTACHMENTS:**

[Attachment I: Culture Wellbeing Task Force Agenda August Minutes](#)

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Kevin Scoble, Chief Administrative Officer

Approved  
- 26 Aug  
2025

Leana Ashbacher, Senior Manager of Financial Services

Approved  
- 26 Aug  
2025

## Culture & Wellness Task Force Minutes

### Members:

Carolyn Steeves		Sunday Adelola
Councillor Melissa Langmaid		
Mark Pretzlaff (staff)	Claudette Thorhaug (staff)	
Guests:		
Annelyn Brissaw (Strathmore Filipino Canadian Association)		
Tiffany Carlson (Rocky View-Wheatland Local Immigration Partnership (RVWLIP))		

**Note:** Insufficient Task Force members for quorum. Based on the timing of the funding requests and the upcoming Council meeting, Task Force members decided to proceed to review the funding requests.

### 1. Agenda

**Motion: To approve the amended agenda to include the funding request from Kickstand Strathmore.**

### 2. Funding Requests:

- Kakato'si Kristian Ayoungman Foundation – Indigenous Cultural Sharing
- Accredited Supports to the Community (ASC) – Hand Drum Making
- Trellis – Newcomer Family Hangout
- Trellis – Sikika Family Carnival
- Strathmore Filipino Canadian Association – SFCA Concert and Fashion Show & Dinner
- Strathmore Filipino Canadian Association – SFCA Dishes from around the Philippines
- Arts 817 – 2025-2026 Concert Series
- Kickstand Strathmore – Community Dinner to Honour Residential School Survivors

**Motion: To recommend that Council approve funding for the following organizations:**

- \$2,000.00 to Accredited Supports to the Community;
- \$3,600.00 to Trellis;
- \$1,900.00 to the Strathmore Filipino Canadian Association;
- \$1,800.00 to Arts on 817 and;
- \$3,000.00 to the Kickstand Strathmore.

Strathmore.ca

1 Parklane Dr. (Box 2280)  
Strathmore AB T1P 1K2

(403) 934-3133



3. 2025 Recreation & Culture Needs Assessment

- For discussion.

4. Next Meeting

- Second Wednesday in September (September 10<sup>th</sup>) from 12:00pm to 1:00pm



# Request for Decision

**To:** Council

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

**Date Prepared:** August 11, 2025

**Meeting Date:** September 3, 2025

**SUBJECT:** Real Property Transactions Policy No. 6610

**RECOMMENDATION:** THAT Council adopt Real Property Transactions Policy No. 6610, as presented in Attachment I.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

Proper policies regarding land purchases and sales give framework for making decisions that are fiscally responsible. These policies must accurately reflect current legal requirements.

## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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**IMPLICATIONS OF RECOMMENDATION:****GENERAL:**

The adoption of the presented Real Property Transactions Policy ensures the Town's adherence to current industry best practices as they relate to municipal real property transactions.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

Financial implications are limited to staff time required to prepare reports for Council and attend meetings.

**POLICY:**

The presented Real Property Transactions Policy ensures adherence to current legislation including, but not limited to, the *Municipal Government Act* and the *Expropriation Act*.

**IMPLEMENTATION:**

If adopted, Administration will post the Real Property Transactions Policy to the Town's web site.

---

**BACKGROUND:**

On May 21, 2025, Council passed Resolution No. 153.05.25, rescinding Land Sale Policy No. 6601. It was determined by Administration at that time that, because of its age, the policy no longer accurately reflected the current legal landscape or terminology necessary for executing the sale of land. At that time, Administration notified Council that a new policy would be forthcoming for consideration prior to the end of their term.

On July 23, 2025, Administration presented the Real Property Transactions Policy in its current form to Council for consideration and feedback. At that time, Council did not request any amendments and directed Administration to return to a meeting in September 2025 with the Real Property Transactions Policy.

For Council's information, a Real Property Transaction Procedure has also been drafted to support with the implementation of the Real Property Transactions Policy, which is the internal processes, and will be approved by the Chief Administrative Officer that outline the steps that will be undertaken prior to a transaction being brought to Council.

---

**KEY ISSUE(S)/CONCEPT(S):**

The key issue for Council's consideration is whether it is satisfied with the Real Property Transactions Policy, as presented.

**DESIRED OUTCOMES:**

The desired outcome is for Council to adopt the Real Property Transaction Policy, as presented.

**COMMUNICATIONS:**

If adopted, Administration will post the Real Property Transactions Policy to the Town's web site.

**ALTERNATIVE ACTIONS/MOTIONS:**

THAT Council defer discussions relating to the Real Property Transactions Policy to a Committee of the Whole meeting following the 2025 municipal election.

**ATTACHMENTS:**

[Attachment I: Real Property Transactions Policy 6610](#)

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

Approved  
- 26 Aug  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 28 Aug  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 28 Aug  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 29 Aug  
2025

# TOWN POLICY

**POLICY NUMBER: 6610**

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**REFERENCE:**

Resolution No.

**ADOPTED BY:**

Town Council

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**PREPARED BY:** Strategic, Financial and Administrative Services

**DATE:** June 24, 2025

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**TITLE: REAL PROPERTY TRANSACTIONS**

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Page 1 of 6

## **POLICY STATEMENT**

The Town of Strathmore (the "Town") strives to manage property assets to achieve the best value in alignment with Council's Strategic Priorities, taking into consideration the social, economic, and environmental impacts to the Town. The Town will manage Real Property Transactions in a manner that ensures:

- (a) Cost effective management of assets;
- (b) Transparency;
- (c) Equal opportunity;
- (d) Due process; and
- (e) Fairness to all parties.

## **2.0 PURPOSE**

- 2.1 The purpose of this policy is to provide direction and consistency for managing Real Property in a financially sustainable manner throughout its life cycle and to support the cost-effective and efficient delivery of Town programs and services.
- 2.2 This policy establishes principles and guidelines for the overall management of the Town's Real Property portfolio including:
  - (a) Acquisition of Real Property required for municipal purposes;

- (b) Disposition of Real Property which has been declared Surplus by Council resolution; and
- (c) Administration of Agreements for use of Real Property by a third party.

### 3.0 DEFINITIONS

- 3.1 **“Abutting”** means a parcel of land adjoining another parcel having one or more lot lines in common;
- 3.2 **“Acquisition”** means the obtaining of Real Property through purchase, Lease, transfer, donation, Easements, and license or any other method deemed appropriate by Council;
- 3.3 **“Act”** means the *Municipal Government Act*, R.S.A, Chapter M-26;
- 3.4 **“Administration”** means the administrative system in place to manage and deliver services to the citizens of the Town of Strathmore;
- 3.5 **“Agreement”** means a form of contract outlining the terms and conditions of the use, Acquisition or Disposition of Real Property, including, but not limited to a Lease, License of Occupation or any other form deemed appropriate by Council;
- 3.6 **“Applicant”** means a party who has made a request for the Acquisition, Disposition, Lease or License of Occupation of Real Property or who has responded to a notice of Sale of Real Property;
- 3.7 **“Appraisal”** means a written opinion as to the Fair Market Value of Real Property;
- 3.8 **“CAO”** the Chief Administrative Officer of the Town or designate;
- 3.9 **“Council”** Town of Strathmore Council;
- 3.10 **“Development Services”** means the Town’s Development Services department;
- 3.11 **“Disposition”** means the act of selling, exchanging, Leasing or otherwise disposing of or granting an interest in Real Property;
- 3.12 **“Easement”** means the granting of a right or interest of use or passage over another party's property;
- 3.13 **“Fair Market Value”** means the purchase price or rental rate that Real Property might be expected to realize if offered for Sale (or Lease) on the open market as between a willing seller and willing buyer (or lessor and lessee, as the case may be);
- 3.14 **“Lease”** means an agreement by which the Town may enter into with a third party to provide for the right to the exclusive possession of Real Property for a specific use, length of time and under specified terms and conditions in return for specified periodic payments;



- 3.15 **“License of Occupation”** means an agreement by which the Town may enter into with a third party, for the non--exclusive right to occupy Real Property for a specific use, length of time and under specified terms and conditions in return for specified periodic payments;
- 3.16 **“Limited Marketability”** means any Real Property which has been declared Surplus to the needs of the Town by Council resolution and has been determined by Administration to be of limited interest to potential purchasers due to such factors as its size, shape, location, topography, environmental condition, land use restrictions, or any other factors which Council considers relevant;
- 3.17 **“Marketable”** means any Real Property which has been declared Surplus to the needs of the Town by Council resolution and has been determined by Administration to be of interest to potential purchasers due to such factors as its size, shape, location, topography, environmental condition, potential land uses, or any other factor which Council considers relevant;
- 3.18 **“Needs Assessment”** means an assessment conducted by Administration outlining the Town's requirements for Real Property including identifying where funding for Town infrastructure design or construction has been obtained;
- 3.19 **“Non-Marketable”** means any Real Property which will not be considered for Disposition and has not been declared Surplus to the needs of the Town by Council resolution;
- 3.20 **“Non-Profit Organization”** has the same meaning as defined in the Act;
- 3.21 **“Property Assessment”** means a due diligence review to assess the Real Property's physical and environmental condition, cultural heritage, existing restrictions, encumbrances, liabilities, tax applications together with any other important characteristics or limitations (such as social and economic benefit) which may impact the value or suitability of the Real Property for the intended use;
- 3.22 **“Public Utility”** has the same meaning as defined in the Act;
- 3.23 **“Public Utility Lot”** means land which is designated as Public Utility Lot (PUL) and utilized or intended to be utilized for the purpose of Public Utilities;
- 3.24 **“Real Property”** means all land owned or to be acquired by the Town, inclusive of all buildings and structures constructed thereon, including and not limited to moveable buildings and structures;
- 3.25 **“Reserve Land”** means any land which has the designation of Municipal Reserve (MR), Municipal and School Reserve (MSR), Environmental Reserve (ER) or Conservation Reserve (CR) pursuant to the provisions of the Act;
- 3.26 **“Road”** has the same meaning as defined in the Act;

- 3.27 “**SAFS**” means the Town's Strategic, Administrative and Financial Services department;
- 3.28 “**Sale**” means the transfer or conveyance of title to Real Property;
- 3.29 “**SLT**” means the Town’s Senior Leadership Team;
- 3.30 “**Surplus**” means a declaration by Council resolution that certain Real Property owned by the Town is not required for use by the Town currently or in the foreseeable future;
- 3.31 “**Town**” means the Town of Strathmore; and
- 3.32 “**Transactions**” means the Acquisition, Disposition, Lease, or License of Real Property

#### **4.0 APPLICATION**

- 4.1 This Policy applies to the Acquisition, Disposition, and administration of Agreements and Transactions with respect to Real Property.
- 4.2 This Policy does not apply to:
- (a) Dedications of land through the approval of subdivisions by the Town, including but not limited to the acceptance of cash in lieu of land and dedications of Reserve Land, Public Utility Lots and Roads in accordance with the Act;
  - (b) Acquisition or Disposition of Real Property by reason of the tax arrears recovery process in accordance with the Act;
  - (c) Acquisition or Disposition of Real Property in accordance with the *Expropriation Act*;
  - (d) Transactions with any municipality, municipal district, municipal service board, other level of government or their agency, school board, or conservation authority; or
  - (e) Grant of an Easement or right of way for a Public Utility

#### **5.0 GUIDING PRINCIPLES**

- 5.1 The following guiding principles will apply to all Transactions:
- (a) The requirements of the Town of Strathmore Procurement Policy, Town of Strathmore Fees Bylaw, the Act and any other applicable legislation will be adhered to;
  - (b) All Real Property will be inventoried and classified as Marketable, Limited Marketability or Non-Marketable by Development Services;

- (c) Transactions will be based on Fair Market Value which will be determined from one of the following sources, as determined by the CAO (or designate) who will make the recommendation to Council:
  - (i) An independent qualified appraiser who is a registered member in good standing of the Appraisal Institute of Canada; or
  - (ii) A licensed real estate brokerage firm or an independent real estate agent; or
  - (iii) Town appointed property assessor; or
  - (iv) Any combination of the above.
- (d) An Appraisal is not required in respect of the following:
  - (i) Real Property for which the Town obtained an Appraisal within the preceding one (1) year;
  - (ii) Closed highways, Roads, lanes, Road allowances, railway branch lines, or property that does not have direct access to a highway that are being sold to Abutting property owner(s);
  - (iii) Land three (3) metres or less in width acquired in connection with an approval from Development Services; and
  - (iv) If there are two Abutting owners and the parcel can be split 50/50.
- (e) Where the closure and Sale of a closed roadway is contemplated, Council reserves the right to adjust the Sale price where, in the sole opinion of Council, it is in the best interests of the Town to do so;
- (f) Purchasers, tenants and licensees of Real Property will be responsible for all costs of the Town associated with the execution and completion of Transactions;
- (g) Property Assessments will be undertaken with respect to any Real Property proposed for Acquisition or Disposition;
- (h) Circulations of intent will be undertaken with internal and external stakeholders, as deemed appropriate by Development Services;
- (i) The Town is under no obligation to accept any offers, grant any approvals, such as approvals for subdivision changes to zoning bylaws, minor variances, subdivision or development approvals, building permits, or to support any applications for these or any other approvals which may be necessary for any contemplated use of Real Property by any purchaser, tenant, lessee, or licensee of the Real Property;

- (j) Terms and conditions of all Transactions will be approved by Council resolution; and
- (k) Any exceptions to this Policy will be approved by Council resolution.

## **6.0 RESPONSIBILITIES**

### **6.1 Town Council is responsible for:**

- (a) Approving this policy and any revisions by resolution; and
- (b) Approving Transactions and any exceptions to this policy by resolution.

### **6.2 Chief Administrative Officer (or designate) is responsible for:**

- (a) Implementing this policy and approving related procedures;
- (b) Ensuring compliance with this policy and related procedures; and
- (c) Ensuring compliance with applicable legislation.
- (d) Reviewing and updating this policy and related procedures as necessary;
- (e) Maintaining an inventory of all town Real Property assets and related documentation;
- (f) Providing guidance to responsible departments for defining the terms of any Agreement;
- (g) Presenting all Transactions and Agreements to Council for consideration; and
- (h) Facilitating Transactions and execution of Agreements.

### **6.3 All Departments are responsible for:**

- (a) Complying with this policy and related procedures;
- (b) Informing SLT of any requirements for Real Property acquisition and/or disposition to fulfill their department mandate;
- (c) Informing SLT of any external parties occupying or using Real Property;
- (d) Defining the terms of Agreements, in consultation with SAFS; and
- (e) Ensuring budget approval for all costs associated with Transactions.

## **7.0 RELATED INFORMATION**

### **7.1 *Municipal Government Act, R.S.A. 2000 Chapter M-26.***

- 7.2 *Expropriation Act*, R.S.A. 2000 Chapter E-13.
- 7.3 Town of Strathmore Procurement Policy.
- 7.4 Town of Strathmore Fees Bylaw.



# Report for Council

**To:** Council

**Staff Contact:** Ethan Wilson, Manager of Infrastructure

**Date Prepared:** August 11, 2025

**Meeting Date:** September 3, 2025

**SUBJECT:** Off-site Levy Annual Report - Fiscal Year 2024

**RECOMMENDATION:** Information for Council.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

The Town's Off-site Levy Bylaw is in use to assist in the cost burden of new development being placed on those directly impacted rather than existing tax payers. This annual report provides relevant information to confirm that the intent is working and that off site levies are being collected appropriately.

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

The collection of Off-site Levies ensures that capital projects due to growth are paid for by the growth. Setting proper rates and completing annual checks ensures the plan in place is accurate and appropriate.

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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### **IMPLICATIONS OF RECOMMENDATION:**

#### **GENERAL:**

This report provides confirmation to the Public that the Levy system is operating as intended and without issue.

#### **ORGANIZATIONAL:**

N/A

#### **OPERATIONAL:**

N/A

#### **FINANCIAL:**

This report is a summary only, decisions which will have implications will be made during the approval of budgets.

#### **POLICY:**

None, this report is a requirement of Bylaw No. 24-17 and MGA Section 648.4

#### **IMPLEMENTATION:**

This report is being completed annually.

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### **BACKGROUND:**

Following the requirements of the Municipal Government Act (Section 648.4) as well as Town of Strathmore Bylaw No. 24-17 (Section 7), an annual report must be provided to council which details the Off-site Levies imposed and the projects constructed utilizing those levies.

In 2024, the Town collected approximately \$1,065,000 in Levies as well as earned \$29,000 in interest from those accounts. Expenditures from Off-Site Levy accounts totaled \$78,000 in which the primary expenditures were for Stormwater. In total, the Town holds \$5,498,000 in Off-site Levy Funds as of the end of 2024, which are broken down into the four primary infrastructure categories of Roads, Storm Water, Water, and Wastewater.

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### **KEY ISSUE(S)/CONCEPT(S):**

The collection of Levies in Strathmore is solely dependent on the pace of development. Previous Bylaws allowed for Levies to be deferred until the building permit stage which means vacant lots remain to have unpaid levies in fully developed communities. In addition, this means that the collection of levies is a slow process with a few thousand dollars collected at each permit application rather than a significant sum collected at the start (or throughout the development stages). At this time, it is estimated that there is approximately \$2,000,000 in unpaid levies which were deferred to the building permit stage.

Subsequently, Bylaw No. 24-17 requires payment of Levies to occur in stages, with full payment being completed by the time of Final Acceptance Certificate (FAC) or within 3 years of signing a development agreement. This will allow the Town to ensure the levies are collected at the right time and also allow for more efficient planning to occur from year to year. This process has been in place since 2021 and has not appeared to impact the pace of development in any way.

#### **DESIRED OUTCOMES:**

Capital Expenditures will increase as development continues, 2025 is anticipated to surpass 2024 in the value of levies collected, allowing necessary projects to have sufficient funding to proceed. As the Town continues to look forward it may be beneficial to review the Levy rates which are being imposed and compare this to the projects which are necessary to be built and the timing of each activity.

#### **COMMUNICATIONS:**

No additional communication is needed outside of this report.

#### **ALTERNATIVE ACTIONS/MOTIONS:**

N/A

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Ethan Wilson, Manager of Infrastructure

Approved  
- 12 Aug  
2025

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

Approved  
- 12 Aug  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 26 Aug  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 27 Aug  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 27 Aug







# Request for Decision

**To:** Town Council

**Staff Contact:** Donna McCallum, Operations Manager

**Date Prepared:** August 14, 2025

**Meeting Date:** September 3, 2025

**SUBJECT:** Winter Road, Pathway and Sidewalk Maintenance Policy No. 3203

**RECOMMENDATION:** THAT Council maintain the Winter Road, Pathway and Sidewalk Policy in its existing form, with no amendments or additions.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## **HOW THE STRATEGIC PRIORITIES ARE MET:**

Snow plowing on roads, sidewalks and pathways ensures safe and accessible conditions during the winter months. It reduces the risk of accidents, facilitates ease of access for essential services and those with mobility issues, and supports economic activities which ultimately supports a positive quality of life for residents.

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## SUSTAINABILITY

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## IMPLICATIONS OF RECOMMENDATION:

### **ORGANIZATIONAL:**

Any additional services added to the Policy will have an impact on staffing, equipment and service levels in other areas. Additional staff will be required if any work/tasks are added to the Policy.

**OPERATIONAL:**

The expansion of service levels may be viewed favorably by some residents, a significant concern expressed by many individuals residing along priority routes is the accumulation of windrows. Snow from cleanup activities at intersections, bus stops, and mailbox areas will need to be deposited in parking lanes where greenspace is unavailable. Extending plowing and maintenance activities will intensify the windrow concerns. Expansion of the service levels without additional support could impact safety, efficiency and route optimization.

**FINANCIAL:**

Expansion of service levels will carry financial implications, with potential tax increases estimated to range from 0.15% to 4%.

**POLICY:**

The current Winter Road, Pathway and Sidewalk Maintenance Policy is found in Attachment II.

**IMPLEMENTATION:**

If revisions are requested that will enhance service levels, Administration will request an increase to staff and contracted services in the 2026 budget.

**BACKGROUND:**

At the June 11, 2025, Committee of the Whole meeting, Administration presented preliminary cost estimates for snow maintenance activities in response to Council's receipt of requests to expand the scope of the Winter Road, Pathway, and Sidewalk Policy 3203 to include additional roadways and services.

**KEY ISSUE(S)/CONCEPT(S):**

Council has received requests to include additional roadways in the Policy. During the discussion on June 11th, requests for addition cost impacts was asked to be brought forward for Council's consideration. Administration has evaluated these impacts and will present the findings that are found in Attachment I.

**DESIRED OUTCOMES:**

Administration recommends that no amendments be made to the Winter Road, Sidewalk, and Pathway Policy No. 3203 at this time. Operations is consistently meeting, and frequently exceeding, the established service levels outlined in the current policy. The associated costs and level of service remain reasonable and are in line with those of comparable municipalities. Upon fulfillment of the policy's defined priorities, Operations proceeds with additional maintenance activities that are not defined in the Policy, including various maintenance

activities of residential roads and alleys, widening of pathways, and opening of crosswalks to enhance accessibility.

**COMMUNICATIONS:**

N/A

**ALTERNATIVE ACTIONS/MOTIONS:**

1. Council may decide to approve the current policy.
2. Council may provide Administration with further direction.

**ATTACHMENTS:**

[Attachment I: Snow Report - 2025 \(3\)](#)

[Attachment II: 3203 - Winter Road, Pathway and Sidewalk Maintenance Policy \(ID 76605\)](#)

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

Approved  
- 25 Aug  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 26 Aug  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 27 Aug  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 27 Aug  
2025



# Strathmore



# Snow Report

2025



# Crosswalks and mailbox locations





# Crosswalks and mailbox locations





# Crosswalks and mailbox locations





# Crosswalks and mailbox locations





# Crosswalks and mailbox locations





# Downtown handicap stalls



# Operations

- **Public works**

1 supervisor

1 Lead Hand

5 Operators

## **Parks**

1 Supervisor

1 Lead Hand

3 Operators

# Winter Operations Statistics

**November 2024 – April 2025**

116 cm of snow  
24 days of snow  
66 days of response  
142 loads of pickle (approx. 1200 tons)

# Roads Snow Budget

## November 2024 – April 2025

**\$575,000** is allocated each year to snow activities which is approximately **15%** of the total roads budget.

This includes:

- Wages
- Overtime
- On call
- Pickle mix/calcium
- Contracted services

Total costs for this snow season (November to April) were **\$375,241.74**.

# Accessibility Analysis

- 170 crosswalks in total on all priority routes
- 55 mailboxes on the priority routes
- 22 bus stops on the priority routes, but a total of 26 bus stops



# Accessibility Analysis

## Conditions For Analysis:

Each crosswalk, mailbox or bus stop takes 10 minutes to clean. The average takes into account travel time and clearing.

## Outcome:

This service level increase will add 42 labour hours to each event

# Accessibility Analysis

Based on 50 – 100 snow maintenance events, accounting for equipment, labour and materials.

- \$ 280,000.00 - \$560,000.00

# Accessibility Analysis

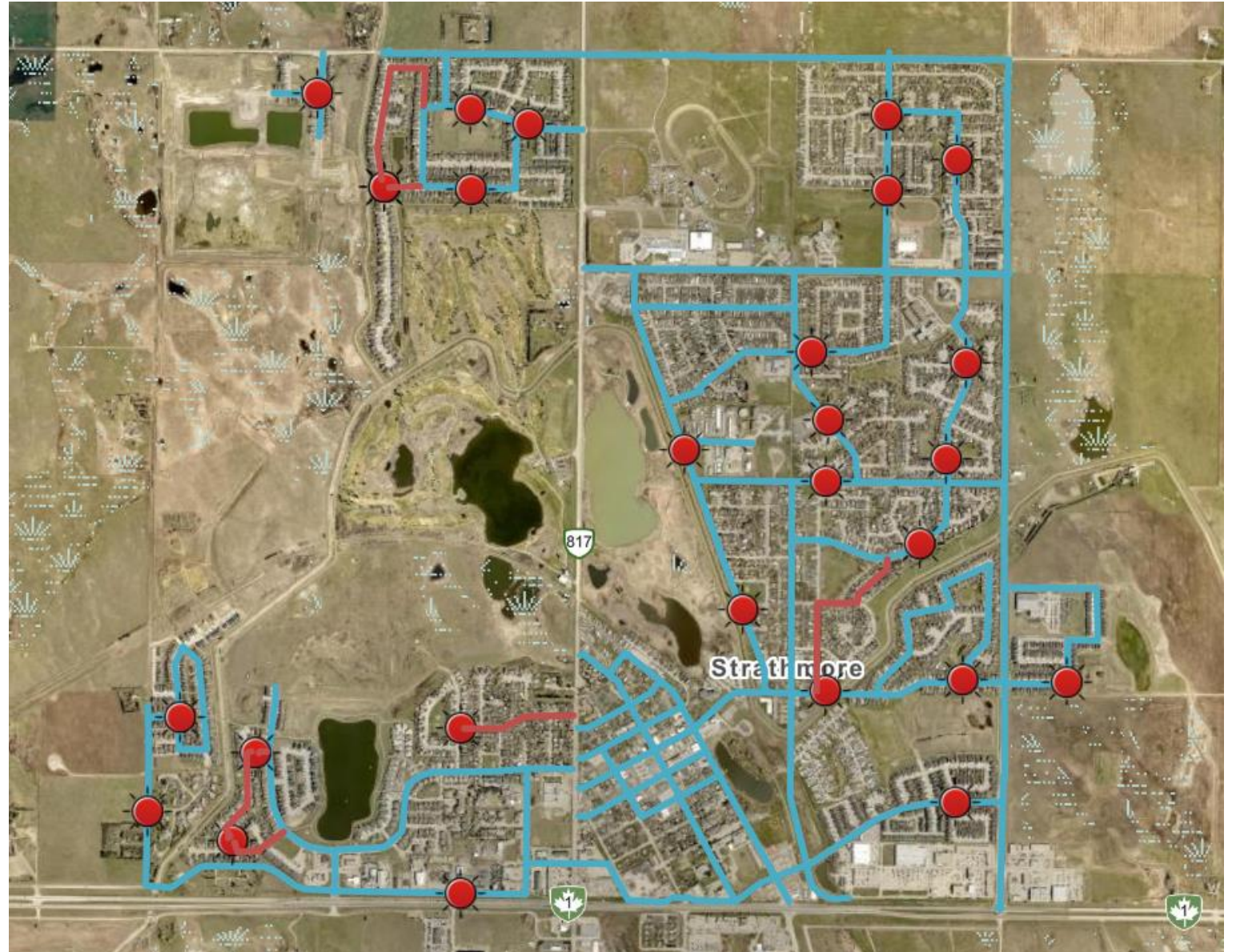
Based on 50 – 100 snow maintenance events, accounting for equipment, labour and materials.

\$ 280,000.00 - \$560,000.00

Tax implication

1.65% - 3.30%

# Bus route analysis

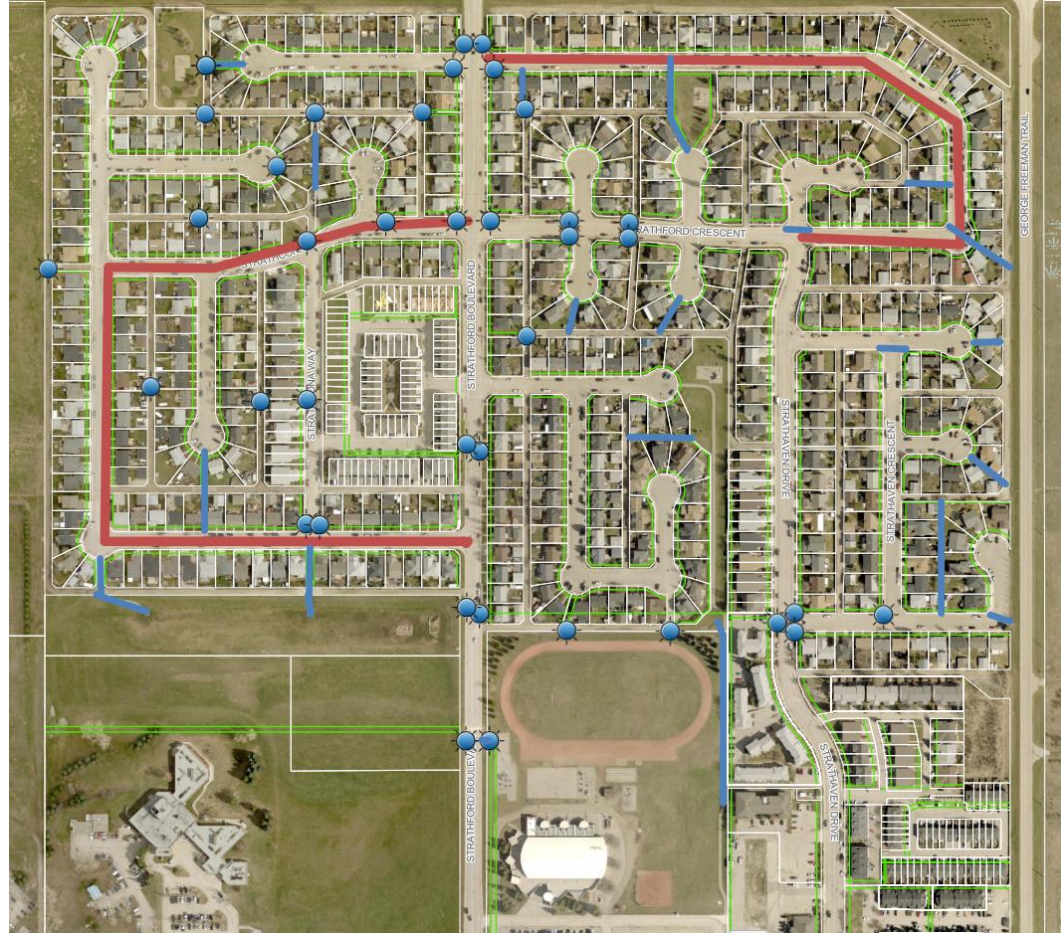




## Bus route analysis

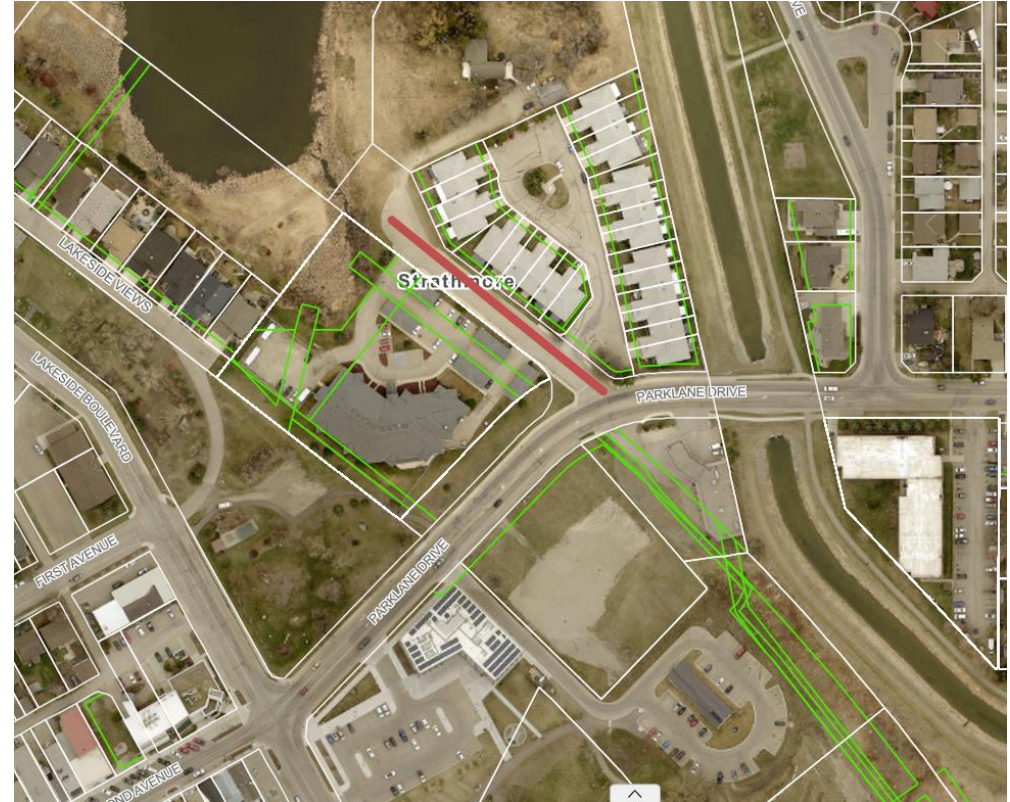
- 22 bus stops on existing priority routes
- 26 bus stops in total
- Adding the additional bus routes will add 3 km of road to be cleared

# Strathaven drainage analysis



Adding the additional routes to Strathaven  
will add 1.47 Km to the priority routes

# Parklane Way analysis



Adding Parklane Way will add an additional  
0.1 Km to the priority routes



## Additional routes

Parklane Way – 0.1km

Bus routes – 2.95 km

Strathaven – 1.47 km

Total of 4.52 Km



## Additional routes

Parklane Way – 0.1km

Bus routes – 2.95 km

Strathaven – 1.47 km

Total of 4.52 Km

Additional cost of clearing ranges from \$26,000 – \$52,000 per season.

## Additional routes

Parklane Way – 0.1km

Bus routes – 2.95 km

Strathaven – 1.47 km

Total of 4.52 Km

Additional cost of clearing ranges from \$26,000 – 52,000 per season.

Tax implication 0.15% - 0.30%

## Additional routes

All residential roads – additional 27.51 km

Additional cost of clearing ranges from \$156,000 – \$312,000 per season.

Tax implication 0.92% - 1.83%

# Snow Removal

Snow removal per Km is \$1,753.58

77.71 Km of roadway

Range would be between  
\$136,291 - \$681,458

Tax implication 0.8% - 4%

# Winter Snow Operations Metrics

## Feedback from the Community

- 1 crosswalk complaints since 2024 - 2025 –CCF
- 2 crosswalk complains since 2024- 2025 – phone calls
- The majority of snow clearing complaints are about residential sidewalks (neighbour to neighbour)
- To a lesser extent we have tracked complaints about windrows.

## Service Levels

### Winter Snow Operations Metrics

- Our costs and services are also reasonable and comparable with the Municipal Benchmarking Network Canada which measures performance and costs with participating municipalities
- The current service levels are being met and often exceeded based on the current Snow Policy
- Operations continues to meet other service levels while still meeting Snow Policy service levels

# Conclusion

Our review of winter operations indicates we are exceeding the parameters outlined in the snow policy. Complaint trends show:

- Few concerns about crosswalks
- Some concerns about windrows
- Most concerns related to residential sidewalks

The proposed increase in service levels would be costly and require a significant tax increase.

**Recommendation:** Maintain current service levels and the existing policy until the next scheduled review.



# TOWN POLICY

**POLICY NUMBER:** No. 3203

**REFERENCE:**

**ADOPTED BY:**

Town Council

**PREPARED BY:** Infrastructure & Development Services

**DATE:** October 4, 2023

**TITLE: WINTER ROAD, PATHWAY AND SIDEWALK MAINTENANCE POLICY No. 3203**

## **POLICY STATEMENT**

The Town of Strathmore strives to provide a balanced level of winter road, pathway and sidewalk maintenance within operational constraints and budgets. The Town is responsible for maintaining all public roads, pathways and sidewalks as defined in this policy within Town limits except the provincially maintained highways.

The intent of the Winter Road, Pathway and Sidewalk Maintenance Policy is to establish the expected levels of service, standards, objectives and service priorities for winter roads, pathways and sidewalk maintenance within the Town of Strathmore.

The Town of Strathmore will manage snow and ice control operations on Town's infrastructure in accordance with Council approved policy and priority system, relevant Bylaws and the Municipal Government Act (MGA)

## **THE PURPOSE OF THIS POLICY IS TO:**

- a) Provide broad direction for winter road, pathway and sidewalk maintenance in the Town of Strathmore;
- b) Provide for the operations of emergency services vehicles;
- c) Establish levels of service and identify maintenance priorities;
- d) Establish when different snow and ice maintenance activities begin.

## **1.0 TITLE**

This policy may be cited as the "Winter Road, Pathway and Sidewalk Maintenance Policy.



## 2.0 DEFINITIONS

In this policy terms and words defined in the Municipal Government Act have the meaning expressed by the Municipal Government Act. Other terms and words used in this policy are defined below:

- 2.1 "Arterial roads"** means major roadways that carry high traffic volumes from neighbourhood to neighbourhood, as identified in the Town of Strathmore Master Plan or designated by future design.
- 2.2 "Central business district (downtown)"** means roadways falling within the following boundaries of Highway 817 to Lakeside Boulevard from Second Avenue to Third Avenue and Fourth Avenue from Third Street to Lakeside Boulevard, which provides access to commercial properties.
- 2.3 "Chief Administrative Officer"** means the position of Chief Administrative Officer as defined in the *Municipal Government Act*.
- 2.4 "Collector roads"** means typically roadways that carry vehicles from residential roadways to arterial roads.
- 2.5 "Commercial roads"** means typically roadways that provide direct access to commercial properties.
- 2.6 "Director"** means the Director position or their designate responsible for the Operations unit that will carry out this policy.
- 2.7 "Drainage corridor"** means a Town owned local pathway or sidewalk that provides a route for the drainage of water from melting snow or rain to travel from a community to Town owned storm water infrastructure.
- 2.8 "Emergency services access"** means roadways those Town facilities such as the fire, police, hospital, emergency operations centers and ambulance services reside on roadways or roadways as deemed required to services these facilities.
- 2.9 "Essential vehicles"** means vehicles which serve essential purposes for community safety, including emergency vehicles such as police, fire, bylaw and ambulance vehicles.
- 2.10 "Expressway"** means major roadways that carry high traffic volumes through the town as identified in the Town of Strathmore Master Plan or designated by future design.
- 2.11 "Extreme winter event"** means a winter storm event where the immediate demand for snow and ice control services exceeds available resources to the extent that essential vehicle traffic is compromised.
- 2.12 "Impassable"** means when snow-pack conditions impede essential vehicle movement and pedestrian maneuverability (essential vehicle's ground clearance estimated at 20 cm).

- 2.13 "Lane"** means a narrow road right-of-way also referred to as an alley that provides access to the rear of building and parcels of land.
- 2.14 "Local pathway"** means a pathway that is part of the Town wide network, has an asphalt or concrete surface, links pedestrians to regional pathways, schools, residential areas, other local pathways used for recreational purposes and other community destinations. It may also be a drainage corridor and will be designated as a priority two (2).
- 2.15 "Manager"** means the Manager position or their designate responsible for the Operations staff that will carry out this policy.
- 2.16 "Media"** means of communication, such as radio, television, newspapers, the internet, notice boards and the Town's Communications Department, which reach people widely.
- 2.17 "Operations unit"** means Operations division within the Town responsible for road, pathway and sidewalk maintenance.
- 2.18 "Pathway"** means a regional, local and/or public pathway.
- 2.19 "Policy"** means the Winter Road, Pathway and Sidewalk Maintenance Policy.
- 2.20 "Priority"** means the established winter snow and ice maintenance importance as set out in in this policy.
- 2.21 "Public pathway"** means a pathway that is part of the Town wide network, has an asphalt or concrete surface, typically has a bollard or yellow pedestrian gate, will be between two residential properties, terminates at a park, greenspace or lane, and is designated as a priority three (3).
- 2.22 "Regional pathway"** means a pathway that is part of the Town wide network, is typically paved with asphalt, is a main pedestrian corridor that can facilitate a substantial amount of pedestrians, people with mobility disabilities and recreational users with adequate maneuverability in prevailing winter conditions and is a priority one (1).
- 2.23 "Residential roads"** roadways that provide direct access to residential properties and distribute traffic to higher standard roads.
- 2.24 "Sidewalk"** means a Town sidewalk adjacent to a Town owned building, park, green space, local pathway, pathway and is designated as a priority one (1) or priority two (2).
- 2.25 "Snow event"** means the accumulation of three (3) centimeters of newly fallen snow on a pathway and/or sidewalk and five (5) centimeters of newly fallen snow on a road. The snow event will be deemed over when there has been no accumulation of newly fallen snow within 24 hours.
- 2.26 "Snow accumulation"** means the depth of compacted and un-compacted snow that has accumulated on a roadway surface.

- 2.27 "Snow and ice control"** refers to the use of the application of abrasive material or other processes to roadways and sidewalks to improve vehicle traction and promote safe traffic flow.
- 2.28 "Snow plowing"** refers to the pushing of accumulated snow either off the roadway or to the road edge for the purposes of enhancing traffic mobility.
- 2.29 "Snow removal"** refers to the windrowing and/or loading of snow into trucks to remove snow from the roadway or Town parking lots.
- 2.30 "Street snow storage"** means the storage of snow on roadways placed by the Town of Strathmore operations unit or by contractors or business owners in designated parking stalls deemed acceptable by the Manager in the case of the central business district.
- 2.31 "Town"** means the Town of Strathmore
- 2.32 "Winter snow and ice maintenance"** refers to the internal operational planning of winter road, pathway and sidewalk maintenance which includes, but is not limited to, snow plowing, snow removal or snow and ice control.

### **3.0 RESPONSIBILITY**

#### **3.1 Council shall:**

- a) Authorize the budget for winter snow and ice maintenance.
- b) Set the levels of service through the policy.

#### **3.2 The Manager (or their designate) shall:**

- a) Establish a procedure to implement the policy.
- b) Allocate, schedule and monitor operational resources.
- c) Obtain, allocate and schedule private sector resources.
- d) Respond to public concerns.
- e) Manage the budget provided by Council.
- f) Recommend amendments to the policy to Council as required.

#### **3.3 The Operations unit shall:**

- a) Carry out winter snow and ice maintenance to comply with the goals and objectives of this policy.

#### **3.4 The Town of Strathmore will:**

- a) Take reasonable measures to notify the public of winter snow and ice maintenance operations through the Town's various media as per procedures.
- b) Assume no liability whatsoever for damage to obstructions or landscaping of any kind placed or developed within a road right-of-way or on Town property without permit.

## 4.0 ROADWAY MAINTENANCE STANDARDS

**4.1** The Town of Strathmore will operate within budgetary constraints that force a balance between cost and service. To achieve this balance, the Town has established a priority ranking for winter snow and ice maintenance, with an emphasis on safety and accessibility for the largest possible percentage of residents.

**4.2** The Town establishes priority ratings for roads as follows:

Priority one (1):

- Arterial roads and expressways.
- Emergency services access roads.
- School zones when in session.
- The Strathmore Fire Department's overhead door approaches.
- Roads adjacent to Wheatland Housing and AgeCare Sagewood
- Any roadways where the RCMP or Fire Department request additional service for public safety or emergency access.

Roadways shall be snow plowed and have snow and ice control operations concluded 24 hours after the end of a snow event. Roads will be snow plowed to remove snow as close to the road surface as possible.

Priority two (2):

- Major collector roads linking neighbourhoods.
- Central business district (downtown) is a priority one (1) for removal and a priority two (2) for snow plowing.

Roadways shall be snow plowed and have snow and ice control operations concluded 48 hours after the end of a snow event. Roads will be snow plowed to remove snow as close to the road surface as possible.

Priority three (3):

- Minor collector roads.
- Commercial roads.
- Roads where drainage issues have been identified (for removal only).
- School zone when not in session.
- Town owned parking lots.

Roadways shall be snow plowed and have snow and ice control operations concluded 72 hours after the end of a snow event. Roads will be snow plowed to remove snow, but snow of varying depths may be left in accordance with what is required to minimize driving difficulties.

Non-Priority:

- Local residential roads.

- Lanes.

**4.3** Additional snow plowing (widening) along these routes may occur once all other priority two (2) and priority three (3) routes have received initial snow plowing response.

**4.4** Priority roads are shown in Appendix "A" to this policy.

## **5.0 SNOW PLOWING**

**5.1** Snow plowing will commence when accumulation of snow on any priority one (1) roadway reaches five (5) centimeters.

**5.2** Snow plowing will operate on a priority basis, with operations moving down the list of priorities.

**5.3** Snow plowing of lower and/or non-priority roads can be performed in order to achieve operational efficiencies.

**5.4** Where snow plowing results in the accumulation of windrows on either side of the road, the clearing of property access will be the responsibility of the effected property owner.

**5.5** When the Manager has deemed conditions on non-priority roads are deemed impassible, he/she may direct snow plowing operations to commence.

## **6.0 SNOW AND ICE CONTROL**

**6.1** Snow and ice control shall be initiated at the discretion of the Manager. Snow plowing should normally precede snow and ice control operations, except as a preventative measure.

**6.2** Snow and ice control shall be initiated according to the priorities listed below:

- Intersections with traffic lights and roads with steep grades.
- Intersections, corners and bridges on Priority one (1) roadways.
- Intersections, corners and bridges on Priority two (2) roadways.
- Intersections, corners and bridges on Priority three (3) roadways.
- Intersections, corners and roadways identified as need additional maintenance.
- Town parking lots and lanes as required providing for ice control at the discretion of the Manager.

**6.3** When snow and ice control is required to provide a reasonable level of safety to motorists or pedestrians, it shall be in compliance with safe application processes.

## **7.0 SNOW REMOVAL**

**7.1** Snow removal on all priority routes shall begin when the accumulation on priority roadways shown on Appendix "A" driving lanes are reduced in width by 50% of the road or the street snow storage exceeds 100 cm in height.

- 7.2** Snow accumulations will be removed according to the priorities in the roadway maintenance standards' priority list.
- 7.3** Removal of snow from non-priority roadways shall only be initiated in extreme conditions when the street snow storage exceeds a minimum of 100 cm in height; or impedes storm water drainage or directed under Extreme Winter Event.
- 7.4** Snow removal shall begin within the central business district (downtown) when the street snow storage accumulation exceeds 15 cm in height along the gutter in front of commercial and institutional properties.
- 7.5** Snow removal shall begin in the handicapped parking stalls in the central business district (downtown) when accumulation of snow reaches five (5) centimeters.
- 7.6** The Manager during snow removal events, may deploy additional external resources as required.

## **8.0 TOWN SIDEWALKS AND PATHWAYS**

- 8.1** The Town will operate within budgetary constraints that force a balance between cost and service. To achieve this balance, the Town has established a priority ranking for Town sidewalks and pathways, with an emphasis on safety and accessibility for the largest possible percentage of residents.
- 8.2** Snow on sidewalks and public pathways shall be cleared in the follow priority:
  - Priority one (1)** – sidewalks adjacent to Town owned buildings and sidewalks with a bus stop adjacent to regional pathways, local pathways and public pathways will be cleared within 48 hours after the snow event has ended. Drainage corridors will also be cleared within 48 hours after the snow event has ended. All sidewalks adjacent to Highway 817 (Wheatland Trail) beginning at Highway 1 to Gray's Park, excluding the sidewalk adjacent to Wheatland Elementary School will be cleared within 48 hours after the snow event has ended. Sidewalk approaches on Highway 817 will also be cleared within 48 hours after the snow event has ended. Crosswalks on the West side of the street along 2<sup>nd</sup> street from Waddy Lane to 1<sup>st</sup> avenue will be cleared within 48 hours after the snow event has ended.
  - Priority two (2)** – sidewalks adjacent to parks and green spaces will be cleared within 48 hours after the snow event has ended. Local pathways will be cleared 72 hours after the snow event has ended.
  - Priority three (3)** – public pathways will be cleared within 120 hours after the snow event has ended. Approaches on all Town owned priority sidewalks will be cleared within 120 hours after the snow event has ended.
- 8.3** Priority pathways and sidewalks are shown in the following Appendix "B".
- 8.4** The Town will not be liable for damages to greenspaces on residential or commercial properties caused by clearing snow on sidewalks adjacent to residential or commercial properties.

## **9.0 EXTREME WINTER EVENT**

- 9.1** During Extreme Winter Events, additional resources may be required. The Manager may declare an Extreme Winter Event.
- 9.2** In order to address the needs of public safety and restore vehicle mobility as quickly as possible, the Manager may authorize an increase in the intensity and response to address the road conditions.
- 9.3** The increase in the intensity and response will draw upon the resources of external sources and contractors. The ability to implement this increase level of service will be dependent of the availability of external resources to the Town.
- 9.4** The Town shall establish a Snow Reserve Fund that the Director can direct towards covering the additional expense of these resources.
- 9.5** These reserve fund expenses shall be reported to the Chief Administrative Officer in a timely manner. The Chief Administrative officer has discretion in declared Extreme Winter Events to cover such budget expenditures from financial stabilization funds which shall be reported to Council at the next available regular meeting of Council.

## **10.0 PARKING BANS**

- 10.1** Parking bans may be implemented, as required, to provide for operations efficiencies and safety. Areas where parking is to be banned will be signed at least 24 hours in advance.
- 10.2** Vehicles that do not adhere to the parking ban shall be ticketed and/or towed with the owner of the vehicle being responsible for all towing and associated costs in accordance with the Traffic Bylaw.

## **11.0 COMMUNICATIONS**

- 11.1** The Town will develop a communication plan in order to notify residents of winter snow and ice maintenance operations.
- 11.2** The Town will develop an education plan that will inform residents about the policy, apprising residents of the expectations and responsibilities within the policy.

## **12.0 GUIDELINES**

- 12.1** The Manager will conduct an annual review of the previous season's winter snow and ice maintenance operations. This review will be done in the spring and shall include recommendations for additions, deletions or amendments.

## **END OF POLICY**

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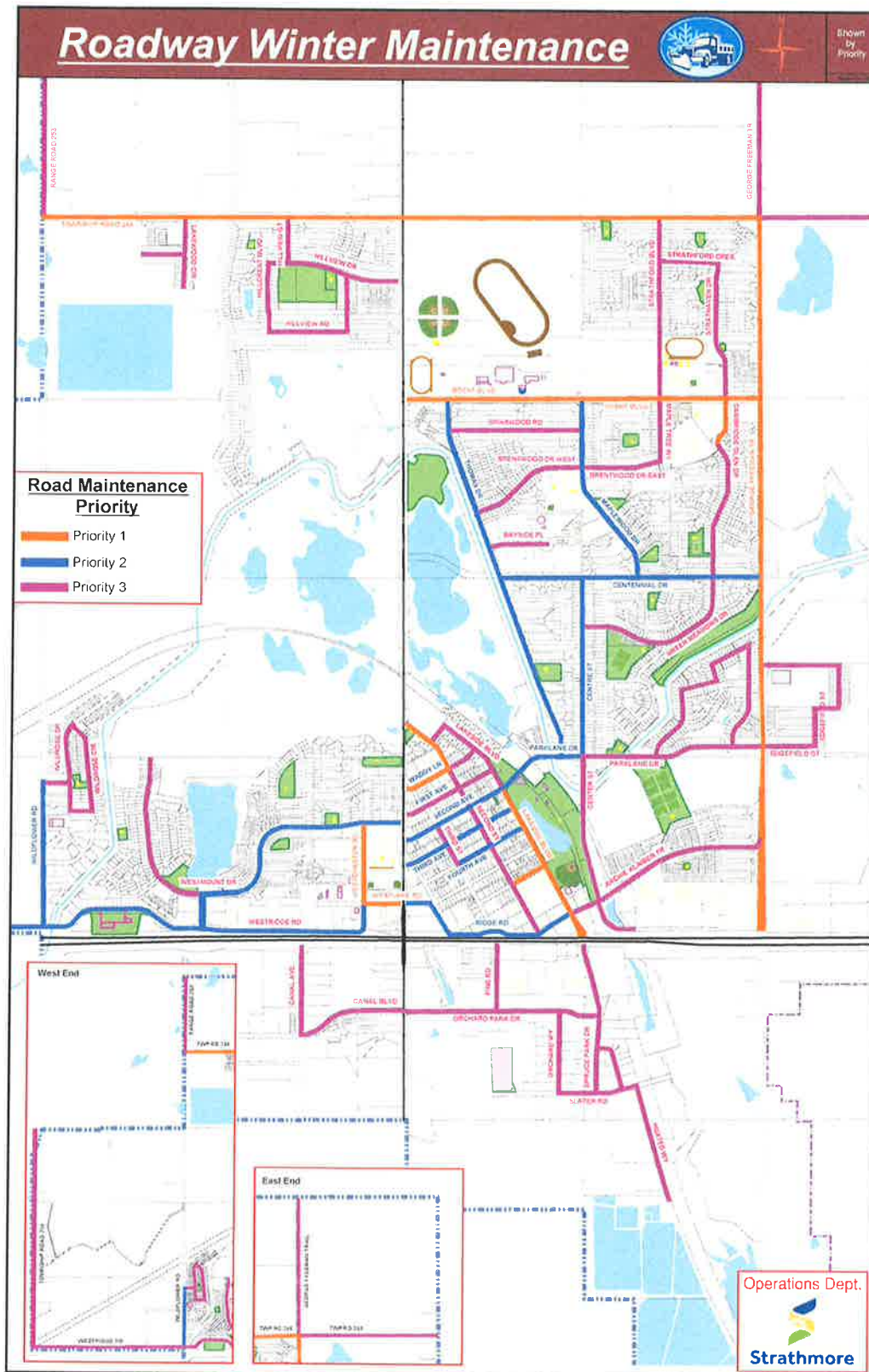
Mayor

A complex, stylized handwritten signature in blue ink is positioned above a horizontal line.

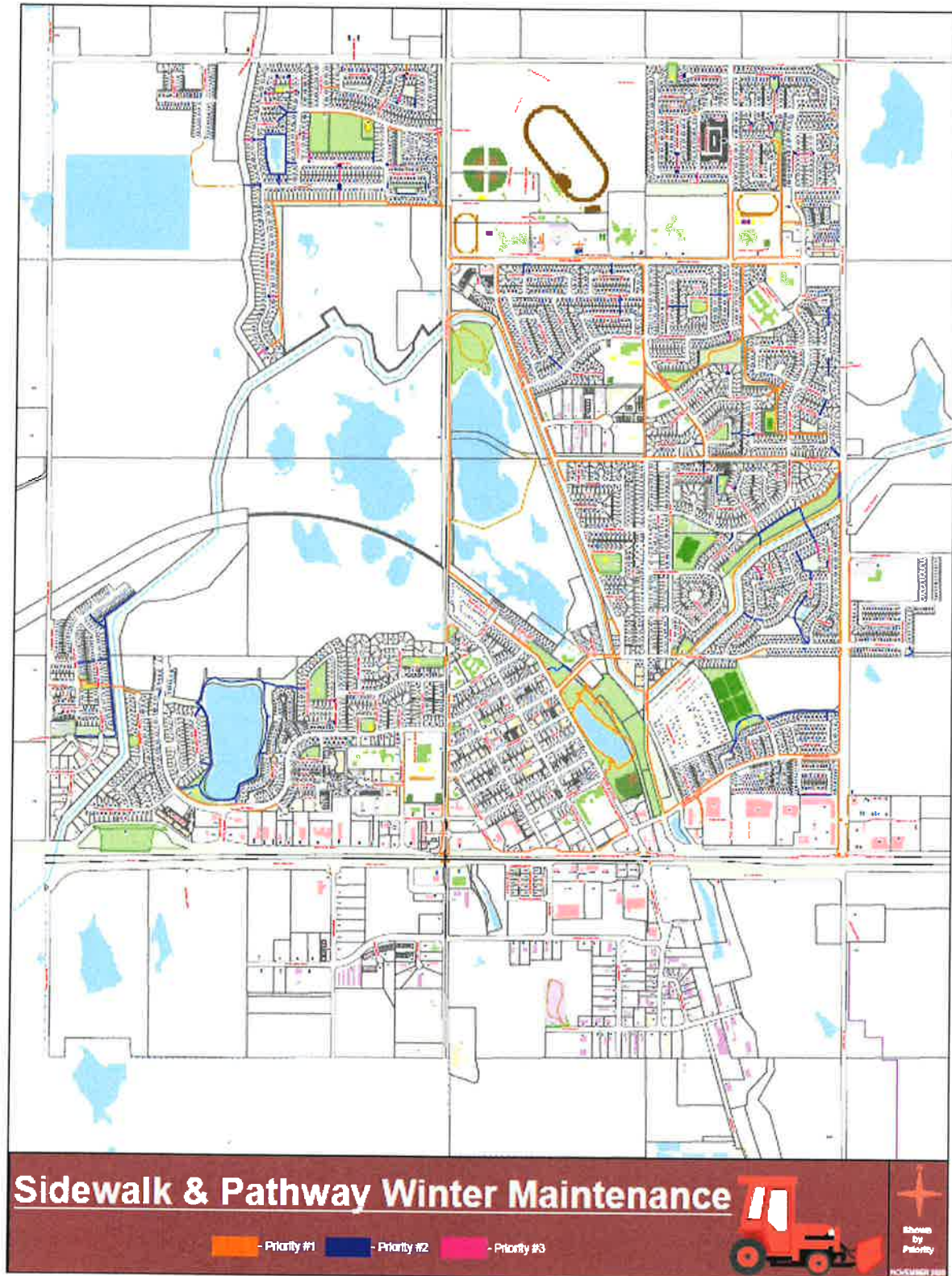
Director of Strategic, Administrative,  
and Financial Services



## APPENDIX "A"



APPENDIX "B"





## NOTICE OF MOTION

Initial notice given: September 3, 2025  
Meeting date for motion: September 17, 2025

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**SUBMITTED BY: Councillor Denise Peterson**

**SUBJECT: Boardwalk Through the Wetlands**

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**WHEREAS** the Town of Strathmore (ToS) has made a commitment to preserving wetlands in our community;

**AND WHEREAS** the construction of a sustainable pathway could provide access to recreational activities that promote environmental consciousness and wetland preservation while preserving the ecological integrity of the wetland;

**AND WHEREAS** the wetland area now owned by the ToS south of Gray's Park presents an opportunity for developing a pathway that would connect the existing pathway system;

**AND WHEREAS** the ToS is committed through our strategic plan to promote *environmental engagement*;

**THEREFORE, BE IT RESOLVED** that notice is hereby given that the following motion will be brought forward for consideration at the September 17, 2025 Regular Council Meeting:

**THAT** Council direct Administration, to investigate the following:

1. **Feasibility Study:** assess the feasibility of constructing a sustainable pathway in the ToS owned wetland south of Gray's Park, including an assessment of the scope of ecological assessment required and environmental regulatory compliance requirements to be met, and ensuring compliance with *Parks and Pathways Bylaw No. 14-07*.
2. **Cost Estimation:** Provide a preliminary cost estimate for, the preliminary assessments and any 3<sup>rd</sup> party studies required, construction, maintenance, and potential funding sources (partnerships) for the pathway project.
3. **Community Engagement:** Outline a plan for engaging with the local community and stakeholders to gather input and feedback regarding the sustainable pathway.
4. **Implementation Timeline:** Develop a projected timeline for the investigative process, from initial study through to potential construction phases, if approved.

**AND THAT** the findings and recommendations resulting from this investigation be reported back to Council by January 21, 2026.



July 30, 2025

Mayor Pat Fule  
Town of Strathmore  
PO Box 2280  
1 Parkland Drive  
Strathmore AB T1P 1K2

Dear Mayor Pat Fule and Council,

On behalf of Sturgeon County Council, administration, and our residents, I wish to extend our heartfelt gratitude for your municipality's invaluable support during the recent Redwater Natural Area Fire.

Your swift response and generous contribution of resources, personnel, and expertise were critical in helping us contain the fire and protect our community. The collaboration and solidarity demonstrated by your team exemplify the very best of what it means to be neighbours and partners in public service.

We recognize the sacrifices made by your staff and volunteers, who worked tirelessly alongside our own crews under challenging conditions. Their professionalism and dedication were instrumental in safeguarding lives, property, and our cherished natural environment.

Please convey our thanks to everyone involved from your municipality. We are deeply appreciative of your commitment and friendship, and we look forward to continuing to work together to ensure the safety and well-being of all our communities.

With sincere appreciation,



Alanna Hnatiw  
Mayor

C: Council, Sturgeon County  
Travis Peter, Chief Administrative Officer

Councillor Denise Peterson  
Town of Strathmore  
1 Park Lane Drive, Strathmore, AB  
T1P 1K2

Dear Councillor Peterson,

Re: Playground Zone on Parklane Drive

In the past few years, I have been to Town Council 3 times to address speeding in the playground zone on Parklane Drive. Thank you to the Town of Strathmore for the installation of the speed recording light and the flashing light at the crosswalk on the walking path. Unfortunately, neither of these measures seems to significantly reduce speeding in this area. I feel that there needs to be more of a patrol presence. The speeding on this road is out of control every day. From speaking with other citizens, this is a problem throughout town in residential areas. The final straw which prompted me to write this letter was on Sunday, Aug. 3<sup>rd</sup> there was a vehicle travelling at a high rate of speed travelling east toward George Freeman Trail – it drove back 10 minutes later and then back again, all at high speeds through the playground zone followed by another vehicle – obviously street racing!

I have been a taxpayer in Strathmore since 1979 and have never reached out to complain about my taxes, but now I see this not only as a safety matter but also a missed revenue opportunity – why not hand out more tickets when this is clearly a problem? I appreciate that there are limitations within budget and continued downloading on municipalities from other levels of government along with limited resources within departments; that said, public safety should always be a primary focus in municipal operations, and I feel that there needs to be stronger enforcement on speeding in residential areas. An education-based approach to enforcement is no longer effective. The situation is getting out of hand, it is a major safety concern, and there needs to be fines and enforcement for speeding in our residential areas.

Sincerely,

ATIA Sec. 20(1)

Concerned Citizen

AUG 20 2025



2<sup>nd</sup> Floor, Summerside Business Centre  
1229 – 91 ST SW  
Edmonton, AB T6X 1E9

Tel (780) 427-2444  
Email [lpri.appeals@gov.ab.ca](mailto:lpri.appeals@gov.ab.ca)  
Website [www.lpri.alberta.ca](http://www.lpri.alberta.ca)

## NOTICE OF ACKNOWLEDGEMENT

Our File: AN25/STRA/T-03

July 17, 2025

Town of Strathmore  
K. Rusk  
Acting Chief Administrative Officer  
680 Westchester Road  
Strathmore AB T1P 1J1

Wheatland County  
B. Henderson  
Chief Administrative Officer  
242006 Range Road 243  
Wheatland County AB T1P 2C4

### Re: Notice of Intent to Annex Acknowledgement – Town of Strathmore

This letter confirms the Land and Property Rights Tribunal (Tribunal) has received a notice of intent from the Town of Strathmore to annex land from Wheatland County.

Information the Town may find useful as it develops its annexation application can be found here: <https://www.alberta.ca/annexation-board-orders.aspx>. The bulletins explain the annexation process, identify assessment and taxation provision considerations, and discusses issues related to annexations that cross a primary highway. The Tribunal Annexation Principles list the areas that have been used in the past to evaluate annexation requests. The Annexation Application Checklist details the information that should be included as part of an application submitted to the Tribunal. To avoid delays in the processing of your eventual annexation request, please ensure your application contains the information identified by the Application Checklist and addresses all 15 of the Tribunal Annexation Principles.

Please contact me if you require information about the annexation application requirements. You can contact me by e-mail at **ATIA Sec. 20(1)**

Yours truly,

**ATIA Sec. 20(1)**

Kellie Lau  
Case Manager

... /2

Our File: AN25/STRA/T-03

Page 2

cc:

V. Dodge, Town of Strathmore  
K. Scoble, Town of Strathmore  
G. Benoit, Alberta Transportation and Economic Corridors  
Alberta Forestry and Parks  
Alberta Health Services  
Alberta Transportation and Economic Corridors  
Christ the Redeemer Separate Regional Division No. 3  
Golden Hills School Division No. 15  
Alberta Agriculture and Irrigation  
Alberta Energy Regulator  
Alberta Environment and Protected Areas  
Alberta Heritage and Resource Management  
Altalink Management Ltd.  
Atco Gas  
Atco Pipelines  
Canada Pacific Railway  
Canada Post Corporation  
Department of National Defense  
Encana/Ovintiv  
EPCOR  
FORTIS Alberta  
Natural Resources Conservation Board  
RCMP  
SHAW Cablesystems  
TELUS  
Western Irrigation District  
Interested Parties



**Branch 10  
Strathmore**

**The Royal Canadian Legion  
Strathmore 10**  
230 – 2<sup>nd</sup> (Veterans) Ave.  
Box 2041, Strathmore, AB T1P 1K1  
Phone: 1-403-934-5119  
[Email: rcl10@shaw.ca](mailto:rcl10@shaw.ca)

Mayor and Council  
Town of Strathmore  
1 Parklane Drive  
Strathmore, AB  
T1P 1K2

Dear Mayor Fule & Council:

Thank you for meeting with me last week Mayor Fule. I thought it would be beneficial to summarize our discussion to ensure that I didn't miss anything requested by my Executive and most importantly the Legion Centennial Planning Committee.

As I explained, 2026 will be a big year for the Royal Canadian Legion both nationally and here locally as we celebrate 100 years of support to veterans, their families and the greater community. Preparations are now underway, and it is important that the Town Council are aware and engaged to ensure success for Branch 10.

Requests to date:

- September 21 – 28, 2025 is National Legion Week. We would appreciate it if Council would officially Proclaim this week on our behalf. It will serve as our 1<sup>st</sup> opportunity to let the Community know of our upcoming celebrations.
- It is our understanding that there once was a Legion Park. Could you please identify it for our current Executive, and would we be authorized to make upgrades and additions as part of our 100<sup>th</sup> Anniversary?
- We enjoyed participating in the Stampede Parade and are wondering if the theme for the upcoming Christmas Parade might have a local historical theme whereby, we could highlight the Legion's support to the community over the last 100 years?
- It is our intention to host a Community New Years Day Levee. Would the Council like to partner with us to welcome the public and kick off our celebrations? And finally ...
- The Veterans Crosswalk initiative. I have since met with your Works representatives and are excited to see this come to fruition in the very near future.

I believe that is where we left off. While I realize that there is an election in the fall and as such Council makeup may change slightly but response to these initial requests would certainly help us get started and our Celebrations Committee would be pleased to appear as a delegation and provide a presentation to Council once our plans have been solidified.



Once again, thank you for meeting with me and please share the details with your Council. We are anxious to have your comments and responses to our queries.

I look forward to hearing from your office in the near future.

Sincerely,

ATIA Sec. 20(1)

Donovan Arnaud, President

cc: Branch 10 Executive and Centennial Planning Committee