

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

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1. CALL TO ORDER	
1.1. Traditional Land Acknowledgement for the First Meeting in May (Itainsimopi)	
2. CONFIRMATION OF AGENDA	
3. PUBLIC HEARING	
3.1. Land Use Bylaw Amending Bylaw No. 24-03 (15 Bayside Place)	3 - 39
Request for Decision - RFD-24-073 - Pdf	
4. PUBLIC COMMENTS	
Members of the public are welcome to provide comments regarding items on the agenda in person during the Council meeting, virtually, or in writing. Should you wish to provide public comments virtually or in writing, please fill out the Request to Speak at a Council Meeting form that can be located on the Town's website and submit it to: lsadmin@strathmore.ca by the end of the day on the Sunday before the Council meeting. In order to ensure procedural fairness, Council requests that the public refrain from speaking on items that have been or will be heard through a public hearing process.	
5. DELEGATIONS	
Members of the public and community organizations are welcome to attend a Regular Council Meeting as a delegation to present an item to Town Council for consideration. If you are interested in attending as a delegation please fill out the Delegation Request form that can be located on the Town's website and submit it to: lsadmin@strathmore.ca by noon the Wednesday before a Regular Council Meeting.	
6. CONSENT AGENDA	
7.1 Regular Council Meeting Minutes – April 17, 2024	
9.3 May 2024 Committee of the Whole Meeting – Change of Start Time	
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10.2.2 Wheatland Housing Management Body Minutes – March 5, 2024	
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9.4.	Proclamation – National Public Works Week 2024 Request for Decision - RFD-24-089 - Pdf	146 - 149
10.	COUNCILLOR INFORMATION & INQUIRIES	
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10.2.	BOARD AND COMMITTEE REPORTS	
10.2.1.	Wheatland Housing Management Body Minutes – February 15, 2024 Wheatland Housing Management Body Minutes - February 15, 2024	150 - 154
10.2.2.	Wheatland Housing Management Body Minutes – March 5, 2024 Wheatland Housing Management Body Minutes - March 5, 2024	155 - 156
10.3.	QUESTION AND ANSWER PERIOD	
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10.5.	NOTICES OF MOTION	
11.	CORRESPONDENCE	
12.	CLOSED MEETING	
12.1.	Board and Committee Matter – Advice from officials – FOIP S. 24(1)(b)(i)	
12.2.	Resolution Request – Advice from officials – FOIP S. 24(1)(b)(i)	
12.3.	Council/CAO Dialogue – Advice from officials – FOIP S. 24(1)(b)(i)	
13.	ADJOURNMENT	



Request for Decision

To: Town Council

Staff Contact: Kate Bakun, Planner

Date Prepared: April 8, 2024

Meeting Date: May 1, 2024

SUBJECT: Public Hearing for Land Use Bylaw Amending Bylaw No. 24-03 (15 Bayside Place)

RECOMMENDATION: THAT Council proceed with a Public Hearing for Bylaw No. 24-03 on May 1, 2024 in accordance with Section 692(1) of the *Municipal Government Act. RSA 2000, cM-26*;

AND THAT Council take into consideration all information received at the Public Hearing on May 1, 2024 regarding Bylaw No. 24-03 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The development of two four-storey apartment buildings and a future childcare facility is positioned to significantly contribute to the strategic goal of increasing the supply of more housing options within the Town. Furthermore, this development proposal is in alignment with initiatives aimed at sustaining and enhancing infrastructure density.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The development of two four-storey apartment buildings and a future childcare facility will lead to an increase in the population, provide new workplaces (childcare facility), and offer more housing options in Town. Additionally, the proposed apartments are also likely to increase the assessed market value of the lot and therefore it is reasonable to expect the lands to generate increased property tax revenue for the Town.

SOCIAL SUSTAINABILITY:

A well-designed, combination of apartment housing and a childcare facility may offer a holistic approach to living, working, and caregiving for both current and future citizens. Moreover, the proposed project aims to enhance the diversity of housing options, encompassing various types, tenures, and architectural styles, accessible to residents.

ENVIRONMENTAL SUSTAINABILITY:

Environmental sustainability involves the creation of new green spaces and the promotion of efficient waste management practices. The site will be landscaped and the site will use existing, nearby services.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The housing supply in the Town is primarily comprised of single-detached dwellings. Enhancing the availability of more diverse and more affordable housing options is in line with sound land use planning principles. The proposed re-designation application aims to introduce 54 apartments to the Town's inventory of housing units, demonstrating a commitment to fostering a variety of housing types and built-forms, crucial for effective land use planning. Additionally, the proposed future childcare service will cater to both current and future citizens.

ORGANIZATIONAL:

N/A

OPERATIONAL:

Kateryna Bakun (Planner) has been assigned to this project.

FINANCIAL:

The proposed apartments will require a development permit and building permit applications, which will include the collection of all applicable fees under the Town's fees bylaw. The proposed apartments are also likely to increase the assessed market value of the lot and therefore it is reasonable to expect the lands to generate increased property tax revenue for the Town.

POLICY:

Staff advertised the public hearing in accordance with Section 606 of the *Municipal Government Act* and a summary of the public engagement is as follows:

- April 05, 2024: Mailed to adjacent landowners
- April 08, 2024: Town of Strathmore website
- April 10, 2024: Strathmore Times
- April 11, 2024: The Town's Social Media
- April 17, 2024: Strathmore Times

Staff believe several policies of the Town's Municipal Development Plan (MDP) 2014 apply to the proposed application:

- 3.2.1 The Town of Strathmore shall ensure that all new development shall provide a wide range of housing type to meet varying housing needs based on income and lifestyle.
- 3.2.2 Multi-unit housing areas should be located adjacent to collector roads and should be central, rather than peripheral, to the neighborhood and should be within easy access to open space and community recreational facilities.
- 3.2.5 The Town encourages multi-unit high density development to locate in proximity to shopping facilities, institutional uses, parks and open spaces and have good access to major roadways and future public transit service.
- (Although the property is not located in the Downtown, it is adjacent to Thomas Drive and within walking and biking distance of Downtown)
- 3.2.6 Residential infill development is encouraged: a) On vacant parcels or under-utilized parcels of land in the Downtown North and Downtown South, and shall maximize the use of existing roads, utilities, parks and other community services.

Section 692(1) of the *Municipal Government Act* requires that before giving second and third reading to a proposed bylaw amending a land use bylaw, a Council must hold a public hearing with respect to the proposed re-designation.

IMPLEMENTATION:

Staff advertised the public hearing in accordance with Section 606 of the *Municipal Government Act*. We also requested that the public hearing be advertised on our social media.

Staff have been available for phone calls and meetings with any residents who have questions or wish to speak to us about the proposed land use re-designation application.

BACKGROUND:

The first reading was held on April 03, 2024, and the public hearing was advertised as follows:

- April 05, 2024: Mailed to adjacent landowners
- April 08, 2024: Town of Strathmore website
- April 11, 2024: The Town's Social Media
- April 10, 2024: Strathmore Times

- April 17, 2024: Strathmore Times

Staff received an application for a land use re-designation (Bylaw No. 24-03) 15 Bayside Place (Lot 1, Block 15, Plan 781 0935) on December 21, 2023. The application was deemed complete after the owners submitted additional required information on January 25, 2024 and on March 7, 2024. The proposed re-designation aims to allow for the construction of two apartment buildings comprising a total of 54 apartments and a childcare facility at 15 Bayside Place in Strathmore.

While this area was previously regarded as industrial district, the Town is experiencing growth and transformation, shifting towards residential functions. This trend is evident from nearby developments, starting from 7 Bayside Place and extending to the current lot. While some industrial lots remain in the neighborhood, there have been residential land use re-designations occurring in Bayside Place over the years.

The site currently consists of an undeveloped lot within the C1 – Neighborhood Commercial District. Residential uses are not permitted in the C1 District. The land lot spans an area of 0.54 hectares and is bordered by Centennial Dr. to the south, Bayside Place to the north, and Thomas Drive to the west. To the east lies Auto Dent Removal Service in the M1 – Light Industrial District. The neighboring properties include a church (Kingdom Hall of Jehovah's Witnesses) to the north, Greys Park to the west, and Thorncliff Neighborhood – R1 – Single Detached Residential District to the south.

The proposed density aligns with the R3 – High Density Residential District, as per Land Use Bylaw regulations allowing for up to 100 dwelling units per hectare (54 units are proposed on the site which is 0.54 hectares in size, equaling a proposed density of 100 units per hectare). The building height requirement in the R3 - High Density Residential District is 14.0m or four storey for apartment buildings. The proposed building heights are four storey and 15.7m, which will require a minor variance at the development permit stage if the land use is supported by Council. In Staff's opinion, the required variances are minor, and the majority of the project complies with the requirements outlined in the R3 - High Density Residential District.

The apartment configuration consists of 8 one-bedroom units and 46 two-bedroom units. Parking requirements amount to 77 permanent stalls, in accordance with the LUB (1 parking stall per 1-bedroom unit and 1.5 parking stalls per 2-bedroom unit), with an additional 8 parking stalls designated for visitor parking. Additionally, the apartment buildings will include a common amenity space, offering scenic views of the natural features to the west.

Development Services required a traffic letter for a professional engineering firm stating that the additional traffic anticipated from the development will not unduly effect traffic on Bayside Place. On March 7, 2024, we received the letter from Bunt Engineering which included transportation data and stated "the change in traffic level due to the proposed development is less likely to change drivers' experience on Bayside Place."

The proposed future 2-storey childcare service facility will be housed in an adjacent building, providing optimal conditions for current and future residents. Parking for the childcare service will adhere to the requirement of 1 parking stall per staff member, with the developer's calculation indicating that 5 parking stalls will suffice. Furthermore, the childcare service will feature a private playground.

In terms of landscaping, the developer proposes several green islands adorned with trees and bushes.

In conclusion, the proposed land use re-designation of two 4-storey apartment buildings, along with a future childcare facility, may help address the demand for housing and childcare services and may also enhance the livability and vibrancy of the area. The developer's commitment to providing a high-quality living environment is evident in the proposed building design, which offers spacious apartments with nice views and convenient access to essential services.

Overall, this project proposes a blend of residential, and commercial spaces, and in Staff's opinion, will contribute positively to the social, economic, and environmental fabric of Strathmore. Staff believe that the location is suitable for the development of this project and represents a positive direction for the Town's growth. The application is largely in line with the Town's Municipal Development Plan and several policies support the application.

KEY ISSUE(S)/CONCEPT(S):

The provision of a wider range and supply of more affordable housing options for different income levels, families, seniors, and individuals with special needs is an identified key issue for many municipalities in Alberta. The apartment vacancy rate in the Town for private apartment-style dwelling units is currently low at 0.5% according to CMHC as of October 2022. Further to this, the CMHC's Rental Market Survey Tables for Alberta in 2022 notes that the Town currently has a total of 203 private apartment-style dwelling units with the majority of apartment-style dwelling units having two bedrooms. The proposed apartments would contribute positively to the overall housing issue by increasing the availability of housing options in the Town.

DESIRED OUTCOMES:

THAT Council proceed with a Public Hearing for Bylaw No. 24-03 on May 01, 2024 in accordance with Section 692(1) of the *Municipal Government Act*. RSA 2000, cM-26;

AND THAT Council take into consideration all information received at the Public Hearing on May 01, 2024 regarding Bylaw No. 24-03 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

COMMUNICATIONS:

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

ALTERNATIVE ACTIONS/MOTIONS:

ATTACHMENTS:

[Attachment I: Land Use Bylaw Amending Bylaw No. 24-03](#)

[Attachment II: 24-03 15 Bayside Place - Proposed Redesignation. Circulation.](#)

[Attachment III: Website Public Hearing Notice 15 Bayside Place](#)

[Attachment IV: 24-03 15 Bayside Place C1 to R3 High Density Residential Notice to Adj. Owners](#)

[Attachment V: Map of Adjacent Landowners](#)

[Attachment VI: Bylaw 24-03 15 Bayside Place Public Hearing Presentation](#)

Chuck Procter, Manager of Development Services

Approved
- 11 Apr
2024

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

Approved
- 15 Apr
2024

Veronica Anderson, Legislative Services Officer

Approved
- 16 Apr
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 23 Apr
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 24 Apr
2024

**BYLAW NO. 24-03**
**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**
**BYLAW NO. 24-03
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**
**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA
TO AMEND THE LAND USE BYLAW NO. 14-11.**

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

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

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

1. SHORT TITLE

1.1 This Bylaw may be cited as the "Land Use Bylaw Amending Bylaw No. 24-03"

2. AMENDMENTS

2.1 That Bylaw No. 14-11 Schedule A – Land Use District Map is amended by changing the land use designation of Lot 1, Block 15, Plan 781 0935, containing +/- 0.537 hectares (+/- 1.326 acres) from C1 – Neighbourhood Commercial District to R3 – High Density Residential District as shown below in Schedule "A".

3. EFFECTIVE DATE

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

READ A FIRST TIME this _____ day of _____ 2024

PUBLIC HEARING HELD this _____ day of _____, 2024

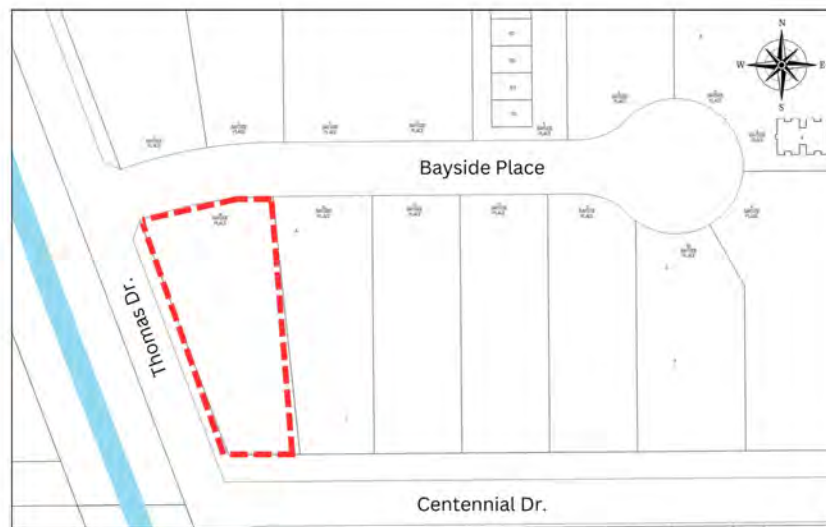
READ A SECOND TIME this _____ day of _____, 2024

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

MAYOR

CHIEF ADMINISTRATIVE OFFICER

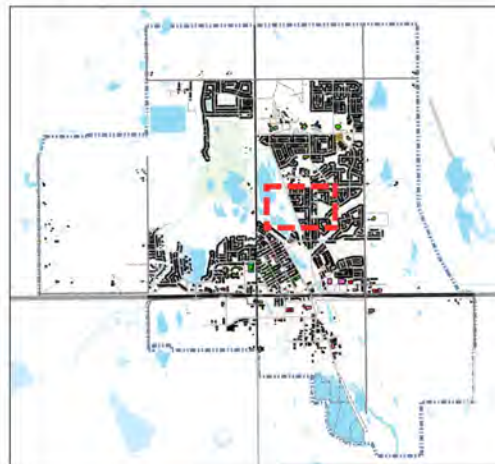
Schedule "A"



Land Use District:



R3 – High density residential district





15 Bayside Place - Context:



- Subject Parcel

4.12

C1 – NEIGHBOURHOOD COMMERCIAL DISTRICT

1. PURPOSE: To provide for street-oriented mixed-use forms of local commercial retail and services to complement surrounding neighbourhoods.

2. USES:

a) Permitted Uses

Child Care Services
 Eating and Drinking Establishments, Minor
 Government Services
 Health Services
 Home Office
 Mixed Use Building
 Personal Service Shops
 Professional Offices and Office Support Services
 Protective Emergency Services
 Public Assembly Establishments, Minor
 Retail Stores, Convenience
 Retail Stores, General
 Signs
 Utilities

Bylaw #15-22

Bylaw #17-12

b) Discretionary Uses

Accessory Uses
 Athletic and Recreational Facility, Indoor
 Custom Manufacturing Establishments
 Drive Through Food Services
 Gas Bar
 Liquor Store
 Pet Care Facility
 Private Club
 Public Assembly Establishments, Major
 Utility Building
 Veterinary Services, Minor

Bylaw #17-12

3. GENERAL SITE REQUIREMENTS:

a) Site Area

- i. Minimum Area of 1,393.0 m²
- ii. Maximum Area of 15,000.0 m²

b) Minimum Front Yard

- i. 3.0 metres

c) Minimum Side Yard Setbacks

- i. Zero if attached as in a strip mall

- ii. 3.0 metres, if developed as separate structures

d) Minimum Rear Yard Setbacks

- i. Principal and Accessory Building - 6.0 m for all lane-less Developments;
- ii. 3 m for any Development served by a lane.

e) Boundary Treatment

- i. Any yard adjacent to or abutting a residential area will require a 4.5 m setback and the construction of a 1.8m fence

f) Landscaping

- i. 15% of gross area

4. OTHER SITE REQUIREMENTS:

a) Parking Areas

- i. All parking areas shall be paved.

Mechanical Equipment

- b)** All mechanical equipment on a roof of any building shall be concealed in a manner compatible with the architectural character of the building, or concealed by incorporating it within the building.

Bylaw #22-01

4.6 R3 HIGH DENSITY RESIDENTIAL DISTRICT

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

2. USES:

a) Permitted Uses

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

Bylaw #15-22

Bylaw #17-12

b) Discretionary Uses

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

Bylaw #15-40

Bylaw #17-12

3. GENERAL SITE REQUIREMENTS:

a) Minimum Site Area

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

b) Minimum Lot Area

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

c) Minimum Site Width

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

Bylaw #22-01

d) Minimum Site Depth

- i. 30.5 metres for all lots

e) Habitable Floor Area

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

f) Maximum Number of Dwelling Units

Bylaw #15-28

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

g) Minimum Yard Setbacks – Principal Building

Bylaw #16-10

- i. Front Yard – 6.0 m and, at the discretion of the Approving Authority, 4.0 m if the lot is served by a rear lane

- ii. Rear Yard – 7.0 m

- iii. Side Yard – The setback from a side property line is as follows:

Bylaw #15-01

- a. 1.5 m from the side property line shared with an Internal Lot if the Principal Building is 9.0 m or less in height at the eaveline;

- b. 3.0 m from a side property line shared with an internal lot if the Principal Building is more than 9.0 m in height at the eaveline;

- c. 3.0 m from a side property line shared with a street other than a lane unless the building is 9.0 m or less in height at the eaveline and the building is located in the Downtown Overlay District in which case the setback from the side property line shared with a street may be reduced, at the discretion of the Approving Authority, to not less than 1.5 m

Bylaw #16-10

h) Building Height

Bylaw #22-01

- i. 10.0 m for Duplex

- ii. 12.0 m for Attached Housing

Bylaw #22-01

- iii. 5.0 m for Accessory Buildings* see OTHER SITE REQUIREMENTS below

- iv. 14.0 m or four (4) storeys for Apartment Housing

i) Site Coverage

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

4. OTHER SITE REQUIREMENTS:

Parking

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

Landscaping

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

Uses and appearance

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

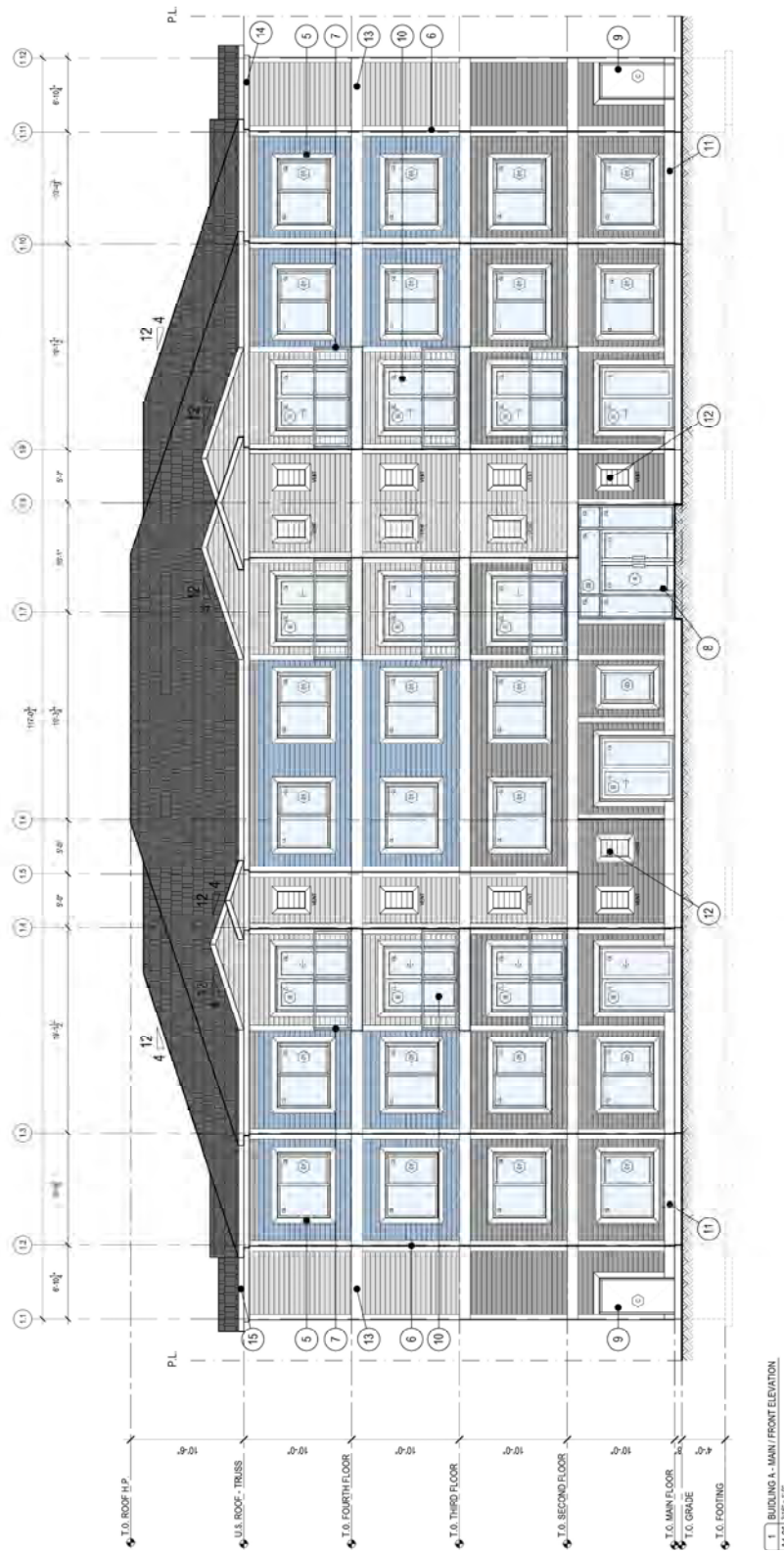
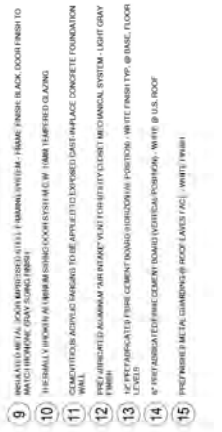
Bylaw #22-01

Accessory Building

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

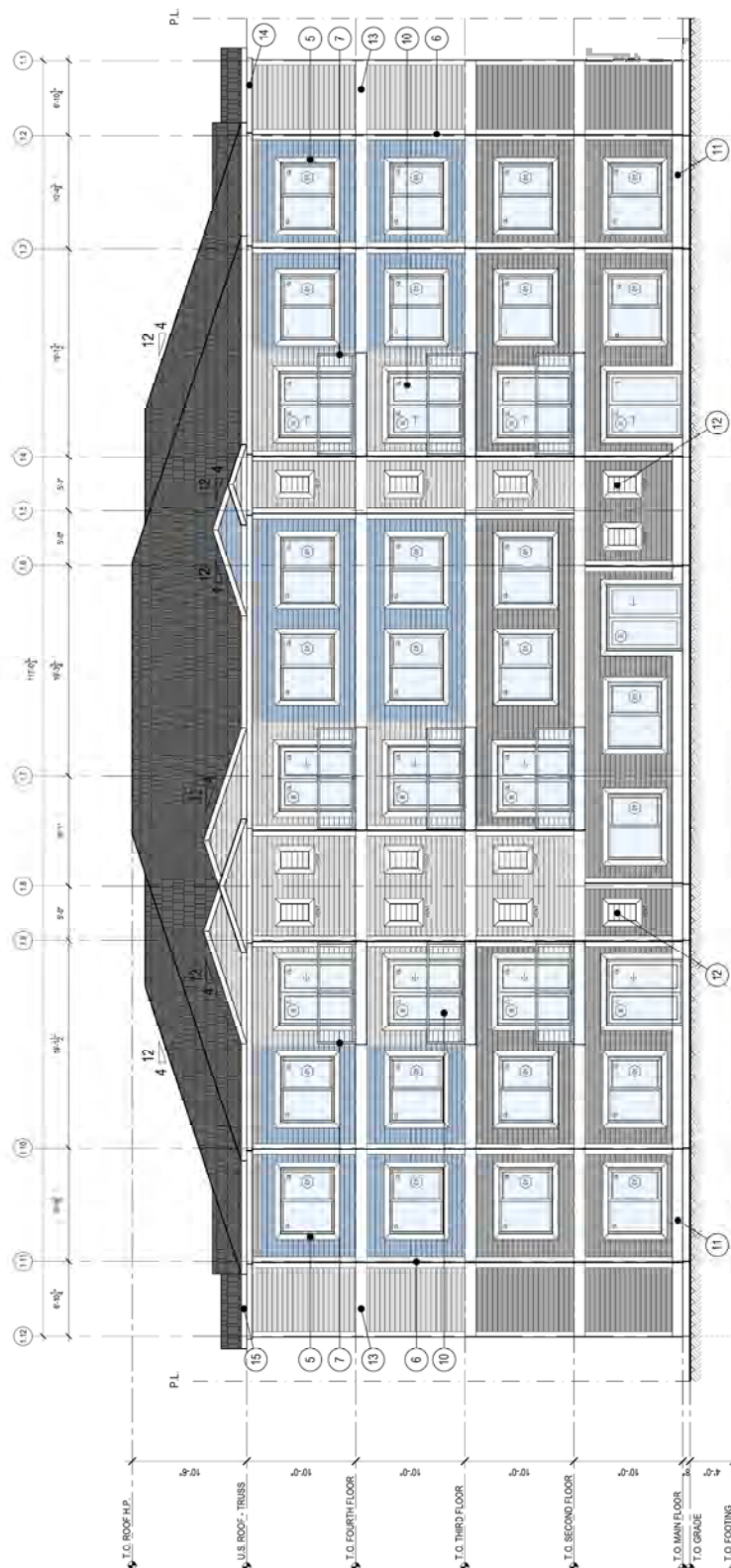
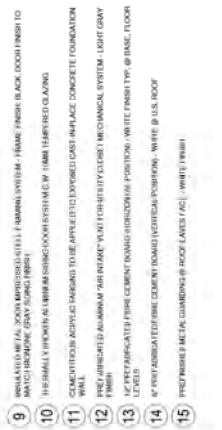
ELEVATION KEYNOTES:

SHOWN AS THUS

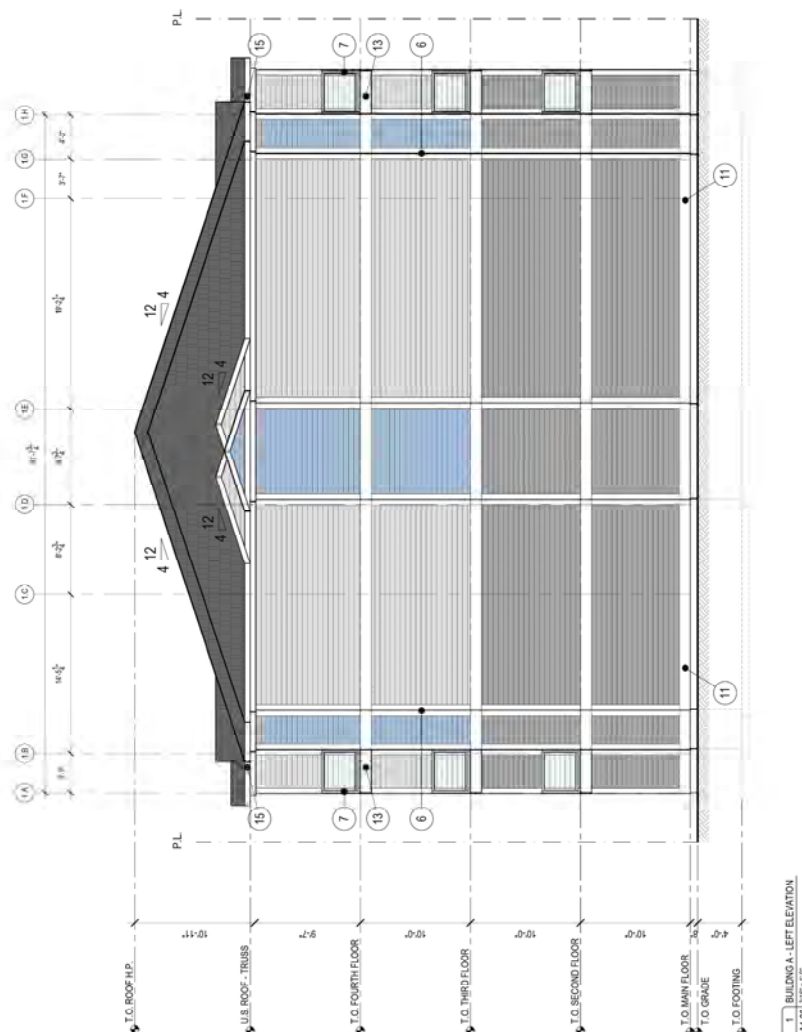


ELEVATION KEYNOTES:

SHOWN AS THUS



1	BUILDING A - REAR / BACK ELEVATION
A1.07	3'10" x 1'4"

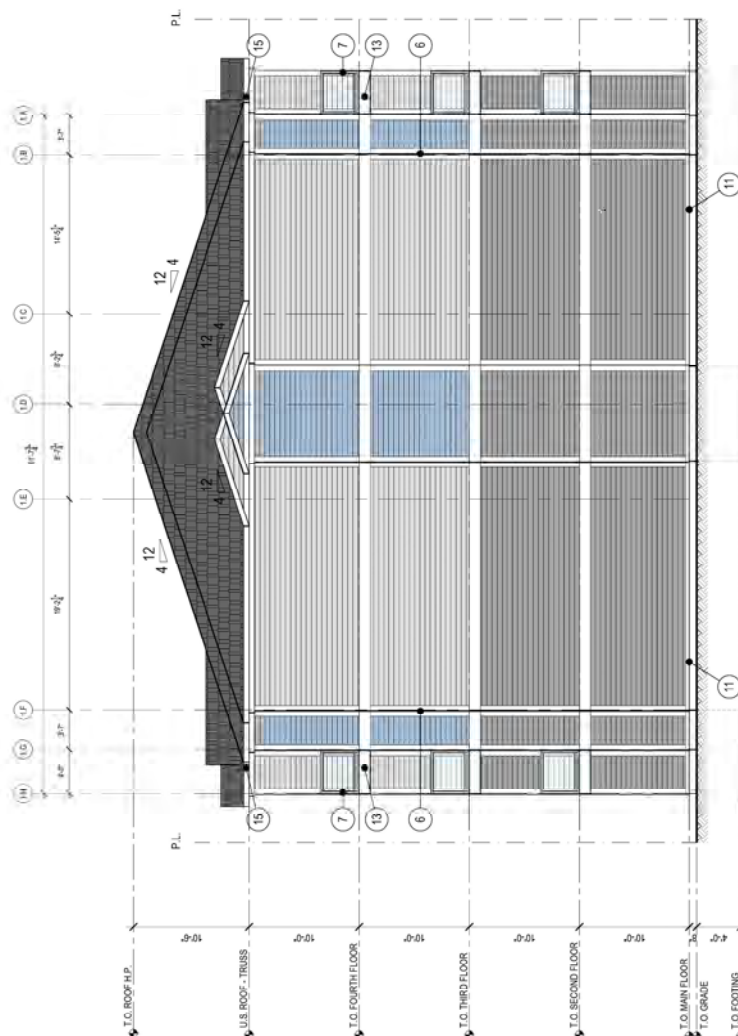
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ELEVATION KEYNOTES:

SHOWING AS THUS

- 1 EXISTING WOOD FENCE - ACCESS GATE TO BE REMOVED
- 2 EXISTING CONCRETE SIDEWALK - GRABES @ E TO BE REMOVED
- 3 EXISTING PLANTER TO BE REMOVED
- 4 EXISTING GRABES (RD. TO BE REMOVED) - PLANTER ALTHOUGH WAY
- 5 THEMATICALLY BROKEN ALUMINUM WINDOW FRAME WITHIN C.W. 1" SEALED UNIT GUARDING (CELANO)
- 6 PRE-FABRICATED FIRE CLAMET BOARD TRIM (W/10" FINISH, VERTICAL POSITION)
- 7 4" X 10" (MIN.) ALUMINUM GUARDRAIL C.W.
- 8 THEMATICALLY BROKEN FRONT ALUMINUM WINDOW FRAME SYSTEM C.W. 1" SEALED UNIT GUARDING -
- 9 PRE-FABRICATED METAL DOOR APPROX 8'11" X 1' (MIN) WITH 1" FRAME FINISH (BLACK DOOR FINISH TO MATCH EXISTING ONE) GRAY SMOOTH FINISH
- 10 THEMATICALLY BROKEN ALUMINUM WINDOW FRAME C.W. 1" SEALED UNIT GUARDING
- 11 CONCRETE ACROUSTIC FINISHING TO BE APPLIED TO EXISTING CAST-IN PLACE CONCRETE FOUNDATION
- 12 WALL - PRE-FABRICATED ALUMINUM W/1" FINISH WITH 1" SLOTTED MECHANICAL SYSTEM - LIGHT GRAY FINISH
- 13 2" PRE-FABRICATED FIRE CLAMET BOARD TRIM (W/10" FINISH, VERTICAL POSITION) - WHITE FINISH TOP @ BASE, FLOOR LEVELS
- 14 1" PRE-FABRICATED FIRE CLAMET BOARD TRIM (W/10" FINISH) - WHITE @ US. ROOF
- 15 PRE-FINISHED METAL GUARDING @ ROOF RAVINE (W/10" FINISH)



1	BUILDING A - RIGHT ELEVATION
11.09	3'16" x 1'0"

[illegible]

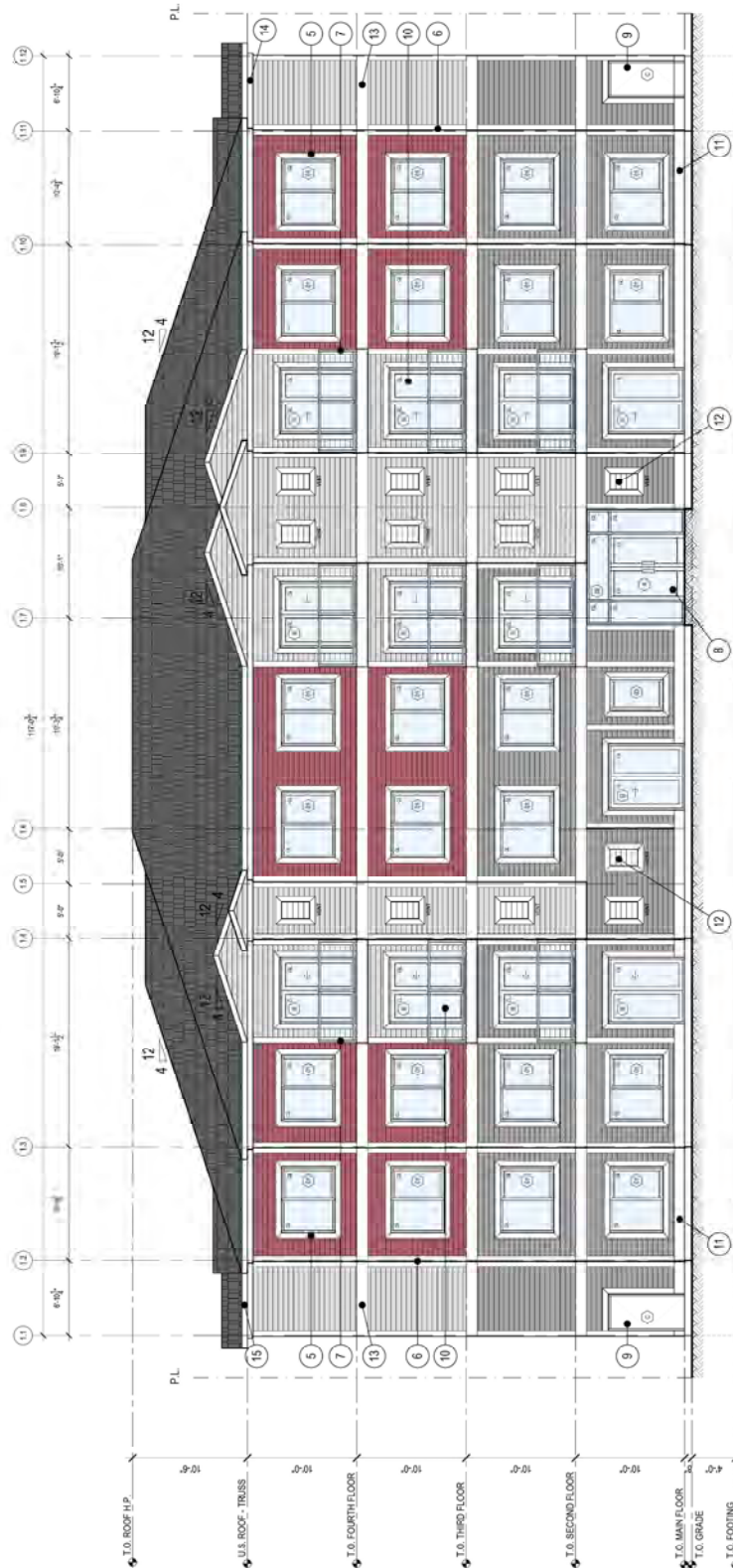
A1.09 RFD-24-073

LEGEND:

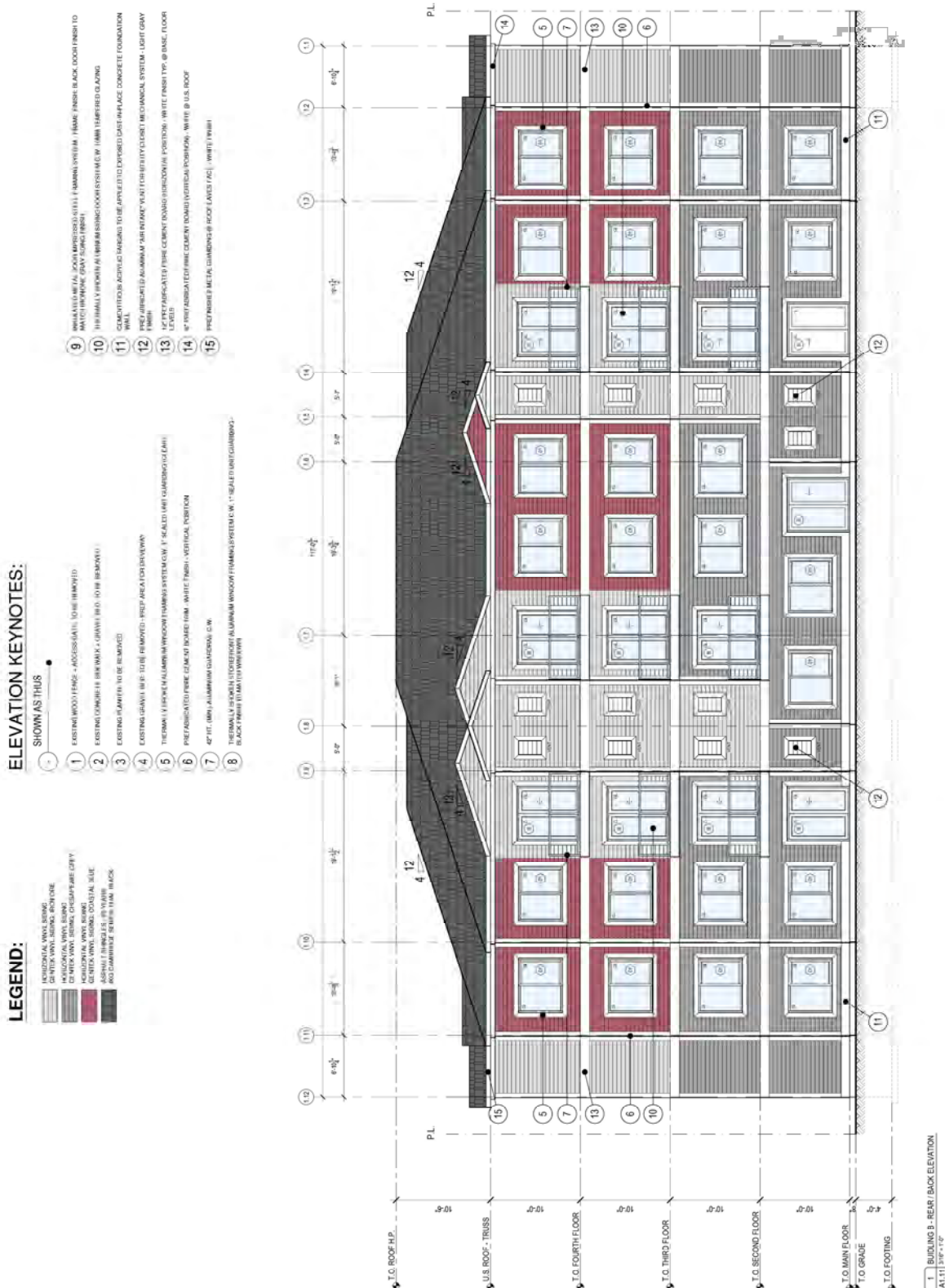


ELEVATION KEYNOTES:

- SHOWN AS THIS
- EXISTING WOOD SIDING - ACCESSIBLE - TO BE REMOVED
 - EXISTING CONCRETE - TO BE REMOVED - GRAY (SEE 10B) (REMOVED)
 - EXISTING PLASTER TO BE REMOVED
 - EXISTING GRAVEL BED TO BE REMOVED - PREP AREA FOR DRIVEWAY
 - THE FINALLY SPECIFIED ALUMINUM WINDOW FRAME SYSTEM IS A 1" HEATED UNIT GUARDING (G.U.M.)
 - PREPARED FOR THE CONCRETE FOUNDATION - WHITE FINISH - VERTICAL POSITION
 - 42" H.T. (H.T.) ALUMINUM GUARDING - C.W.
 - THE FINALLY SPECIFIED ALUMINUM WINDOW FRAME SYSTEM IS A 1" HEATED UNIT GUARDING (G.U.M.)
9. THE FINALLY SPECIFIED ALUMINUM WINDOW FRAME SYSTEM IS A 1" HEATED UNIT GUARDING (G.U.M.)
10. THE FINALLY SPECIFIED ALUMINUM WINDOW FRAME SYSTEM IS A 1" HEATED UNIT GUARDING (G.U.M.)
11. THE FINALLY SPECIFIED ALUMINUM WINDOW FRAME SYSTEM IS A 1" HEATED UNIT GUARDING (G.U.M.)
12. THE FINALLY SPECIFIED ALUMINUM WINDOW FRAME SYSTEM IS A 1" HEATED UNIT GUARDING (G.U.M.)
13. THE FINALLY SPECIFIED ALUMINUM WINDOW FRAME SYSTEM IS A 1" HEATED UNIT GUARDING (G.U.M.)
14. THE FINALLY SPECIFIED ALUMINUM WINDOW FRAME SYSTEM IS A 1" HEATED UNIT GUARDING (G.U.M.)
15. THE FINALLY SPECIFIED ALUMINUM WINDOW FRAME SYSTEM IS A 1" HEATED UNIT GUARDING (G.U.M.)



1. BUILDING B - MAIN FRONT ELEVATION
A1.10 3/16" = 1'-0"



A1.12 RFD-24-073

[illegible]

Public Hearings

Notice of Public Hearing:
May 1, 2024 at 6:00pm

Bylaw 24-03 Land Use Amendment - 15 Bayside Place

Staff received an application for a land use re-designation of 15 Bayside Place (Lot 1, Block 15, Plan 781 0935) on December 21, 2023. The proposed re-designation (Bylaw No. 24-03) aims to permit the construction of two apartment buildings comprising 54 apartments and a Childcare Facility at 15 Bayside Place in Strathmore. Land Use Amending Bylaw No. 24-03 is a site-specific redesignation and would only apply to the lands listed in the proposed Bylaw.

Public Hearing Process

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

The Public Hearing will be held via ZOOM **AND** in Council Chambers, Strathmore Municipal Building, 1 Parklane Drive, Strathmore Alberta on **Wednesday, May 1, 2024**, commencing at 6:00pm with procedures in accordance with the *Municipal Government Act*, Section 199 and the Town of Strathmore Council Procedural Bylaw No. 23-17 and amendments thereto. Any person or group of persons, or person acting on someone's behalf, who claims to be affected by any of the proposed bylaw may present suggestions or concerns by making a submission to the public hearing. Please contact Legislative Services at lsadmin@strathmore.ca by 12:00 noon on **Wednesday, May 1, 2024**, in order to register to present.

Written submissions to the Public Hearing or the name of any person wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on **Wednesday, May 1, 2024** as outlined in Bylaw No. 23-17 and amendments thereto. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes.

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

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

To Whom It May Concern:

Bylaw No. 24-03

RE: NOTICE OF PUBLIC HEARING – PROPOSED LAND USE BY-LAW AMENDMENT.
15 Bayside Place, Strathmore.

Please be advised that the Town of Strathmore has received a Land Use By-law Amendment application on those lands described as Lot 1, Block 15, Plan 781 0935 known municipally as 15 Bayside Place, Strathmore.

The applicant is requesting that the lands be redesignated from “C1 - Commercial District”, to “R3 – High density residential district”. The redesignation would permit two apartment buildings for 54 apartment units and separate Childcare Facility.

The statutory Public Hearing will be held online via ZOOM and in-person in Council Chambers, Strathmore Municipal Building, 1 Parklane Drive, Strathmore, Alberta on **May 01, 2024**, commencing at **6:00 p.m.** with procedures being in accordance with Section 199 of the *Municipal Government Act* and the Town's *Council Procedural By-law #23-17* and amendments thereto.

Any person or group of persons, or person acting on someone's behalf, who claims to be affected by any or all of the proposed by-law, may present their concerns and/or suggestions by making a submission at the public hearing. Please contact Legislative Services by email at lsadmin@strathmore.ca by no later than **12:00 p.m.** on **April 24, 2024**, in order to register to speak at the public hearing.

Any written submissions intended for the Public Hearing, or the name of any person wishing to make an oral presentation at the Public Hearing must be received by the Town's Development Services Office prior to **12:00 p.m.** on **April 24, 2024**, as outlined under Bylaw #23-17 and amendments thereto. If your written submission is not received by this time, kindly ensure that fifteen copies are provided and made available for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes. Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.



TOWN OF Strathmore

April 05, 2024

A copy of proposed By-law #24-03 may be inspected by the public **Monday to Friday** during the regular office hours of **8:30 a.m. to 4:30 p.m.** at the Town's Municipal Building located at 1 Parklane Drive, Strathmore, Alberta, and can be also examined on the Council Meeting Agenda dated April 03, 2024, on the Town's website at <https://calendar.strathmore.ca/meetings>.

Please further note that you may choose to contact the Town's Legislative Services Office by telephone at (403) 934-3133 prior to attending the Public Hearing to better determine the order of business and presentations on the Council Agenda in order to efficiently utilize your time on the evening of the Public Hearing.

For your convenience, please also find attached a key map indicating the location of the subject lands and a site plan depicting the existing single-detached dwelling and parking areas that will be provided for the proposed Secondary Suite.

If you have any questions regarding the application, please contact the Town's Development Services Office using the contact information below or via email at kate.bakun@strathmore.ca.

Sincerely,



Kate Bakun
Planner I



Land Use Districts

AG Agricultural General District	CR1 Community Residential District	RE1 Low Density Residential District
CH Community Center District	CR2 Community Center District	RE2 Medium Density Residential District
CH2 Community Center District	CR3 Community Center District	RE3 High Density Residential District
CH3 Community Center District	CR4 Community Center District	RE4 Medium Density Residential District
CH4 Community Center District	CR5 Community Center District	RE5 High Density Residential District
CH5 Community Center District	CR6 Community Center District	RE6 Medium Density Residential District
CH6 Community Center District	CR7 Community Center District	RE7 High Density Residential District
CH7 Community Center District	CR8 Community Center District	RE8 Medium Density Residential District
CH8 Community Center District	CR9 Community Center District	RE9 High Density Residential District
CH9 Community Center District	CR10 Community Center District	RE10 Medium Density Residential District
CH10 Community Center District	CR11 Community Center District	RE11 High Density Residential District
CH11 Community Center District	CR12 Community Center District	RE12 Medium Density Residential District
CH12 Community Center District	CR13 Community Center District	RE13 High Density Residential District
CH13 Community Center District	CR14 Community Center District	RE14 Medium Density Residential District
CH14 Community Center District	CR15 Community Center District	RE15 High Density Residential District
CH15 Community Center District	CR16 Community Center District	RE16 Medium Density Residential District
CH16 Community Center District	CR17 Community Center District	RE17 High Density Residential District
CH17 Community Center District	CR18 Community Center District	RE18 Medium Density Residential District
CH18 Community Center District	CR19 Community Center District	RE19 High Density Residential District
CH19 Community Center District	CR20 Community Center District	RE20 Medium Density Residential District



 - Subject Parcel

Map of Adjacent Landowners





Bylaw 24-03

Second & Third Reading. Public Hearing.

15 Bayside Place | C1 – Commercial District -> R3 – High density residential district



Strathmore

RFD-24-073

Bylaw 24-03

- Staff received a LUB redesignation.
- 15 Bayside Place, Lot 1, Block 15, Plan 781 0935.
- Redesignation from C1 - Commercial District to R3 – High density residential district.
- The first reading was held on April 03, 2024.

- Currently the area has a land uses C1 - Commercial District.
- Surrounded by Light Industrial, Public Service, Single Detached Residential, Medium Density Attached Housing Districts.



15 Bayside Place - Context:

 - Subject Parcel





Centennial Dr.



Bayside Place



Thomas Dr.

BAYSIDE PLACE MULTI-UNIT

15 BAYSIDE PLACE - STRATHMORE, ALBERTA, T1P 1C8

ISSUED FOR RE-ZONING 2

JAN. 25, 2024

DRAWING LIST:

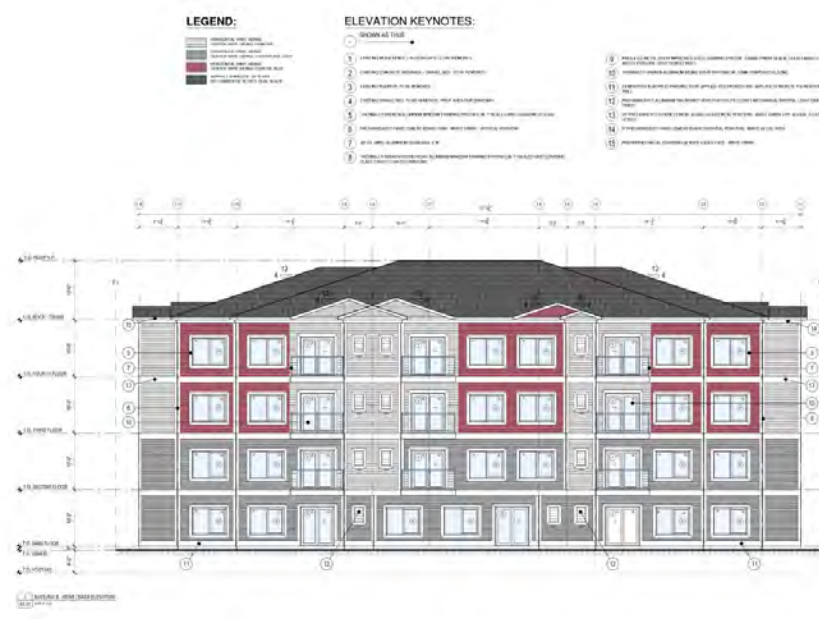
A1.00	COVER
A1.01	SITE PLAN
A1.02	BUILDING A & B MAIN FLOOR PLAN
A1.03	BUILDING A & B SECOND FLOOR PLAN
A1.04	BUILDING A & B THIRD FLOOR PLAN
A1.05	BUILDING A & B FOURTH FLOOR PLAN
A1.06	BUILDING A MAIN / FRONT ELEVATION
A1.07	BUILDING A REAR / BACK ELEVATION
A1.08	BUILDING A LEFT ELEVATION
A1.09	BUILDING A RIGHT ELEVATION
A1.10	BUILDING B MAIN / FRONT ELEVATION
A1.11	BUILDING B REAR / BACK ELEVATION
A1.12	BUILDING B LEFT ELEVATION
A1.13	BUILDING B RIGHT ELEVATION

BUILDING B - 4 STOREYS - 24 UNITS

BUILDING A - 4 STOREYS - 24 UNITS

BUILDING C
2-3 STOREYS
CHILD DAYCARE





Bylaw 24-03

Recommendation:

THAT Council proceed with a Public Hearing for Bylaw No. 24-03 on May 01, 2024 in accordance with Section 692(1) of the Municipal Government Act. RSA 2000, cM-26;

AND THAT Council take into consideration all information received at the Public Hearing on May 01, 2024 regarding Bylaw No. 24-03 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

THAT Council give Second Reading to Bylaw No. 24-03, being a Bylaw to amend the Land Use Bylaw No. 14-11.

THAT Council give Third Reading to Bylaw No. 24-03, being a Bylaw to amend the Land Use Bylaw No. 14-11.

Thank you!



Request for Decision

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: April 17, 2024

Meeting Date: May 1, 2024

SUBJECT: Regular Council Meeting Minutes - April 17, 2024

RECOMMENDATION: THAT Council adopt the April 17, 2024 Regular Council Meeting Minutes as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the April 17, 2024 Regular Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the April 17, 2024 Regular Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: REGULAR COUNCIL - 17 Apr 2024 - Minutes](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 22 Apr
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 23 Apr
2024



MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Wednesday, April 17, 2024

Council Chambers, 1 Parklane Drive, Strathmore AB

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

COUNCIL ABSENT: Councillor Debbie Mitzner

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

1. **CALL TO ORDER**

Mayor Fule called the April 17, 2024 Regular Council Meeting to order at 6:02 p.m.

1.1. **Strathmore High School Sr. Girls Basketball Team**

2. **CONFIRMATION OF AGENDA**

Resolution No. 079.04.24

Moved by Councillor Wegener

THAT Council adopt the April 17, 2024 Regular Council Meeting Agenda as amended:

Deletion:

12.4 Medical Services – Advice from officials – FOIP S. 24(1)(a)

Addition:

12.4 Board and Committee Matter – Advice from officials – FOIP S. 24(1)(a)

12.6 Wheatland Housing Management Body Update – Advice from officials – FOIP S. 24(1)(b)(i)

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

AGAINST: None.

CARRIED

3. PUBLIC HEARING

None.

4. PUBLIC COMMENTS

None.

5. DELEGATIONS

None.

6. CONSENT AGENDA**Resolution No. 080.04.24**

Moved by Councillor Peterson

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

7.1 Special Council Meeting Minutes – March 27, 2024

7.2 Regular Council Meeting Minutes – April 3, 2024

11.1 Thank you letter from the Strathmore Municipal Library

11.2 Strathmore Municipal Library – Year in Review

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

AGAINST: None.

CARRIED

7. CONFIRMATION OF MINUTES**7.1. Special Council Meeting Minutes - March 27, 2024**

The following motion was adopted by the consent agenda:

THAT Council adopt the March 27, 2024 Special Council Meeting Minutes as presented in Attachment I.

7.2. Regular Council Meeting Minutes – April 3, 2024

The following motion was adopted by the consent agenda:

THAT Council adopt the April 3, 2024 Regular Council Meeting Minutes as presented in Attachment I.

8. BUSINESS**8.1. 2023 Town of Strathmore Audited Financial Statements****Resolution No. 081.04.24**

Moved by Councillor Peterson

THAT Council accept the Auditor's 2023 Town of Strathmore Financial Statements as presented.

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

AGAINST: None.

CARRIED

9. BYLAWS

None.

10. COUNCILLOR INFORMATION & INQUIRIES**10.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS**

None.

10.2. BOARDS AND COMMITTEE REPORTS

None.

10.3. QUESTION AND ANSWER PERIOD

None.

10.4. ADMINISTRATIVE INQUIRIES

None.

10.5. NOTICES OF MOTION

None.

11. CORRESPONDENCE**11.1. Thank you letter from the Strathmore Municipal Library****11.2. Strathmore Municipal Library – Year in Review**

12. CLOSED MEETING**Resolution No. 082.04.24**

Moved by Councillor Wegener

THAT Council move In Camera to discuss items related to sections 24(1)(a) and 24(1)(b)(i) of the *Freedom of Information and Protection of Privacy Act* at 6:53 p.m.

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

AGAINST: None.

CARRIED

12.1. Potential Emergent Expenditures Prioritization Discussion and Update on Financial Reserves – Advice from officials – FOIP S. 24(1)(a)

12.2. Advocacy Update – Advice from officials – FOIP S. 24(1)(a)

12.3. Strathmore Stampede Discussion – Advice from officials – FOIP S. 24(1)(a)

12.4. Board and Committee Matter – Advice from officials – FOIP S. 24(1)(a)

12.5. Board Appointments – Advice from officials – FOIP S. 24(1)(a)

12.6. Wheatland Housing Management Body Update – Advice from officials – FOIP S. 24(1)(b)(i)

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

Resolution No. 083.04.24

Moved by Councillor Peterson

THAT Council move out of Camera at 10:00 p.m.

AND THAT Council extend the meeting to 10:15 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 084.04.24

Moved by Councillor Peterson

THAT Council appoint Jennifer Chiasson and Sunday Adeola to the Family & Community Support Services Advisory Board for a term ending October 31, 2026.

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

AGAINST: None.

CARRIED

13. ADJOURNMENT

Mayor Fule adjourned the April 17, 2024 Regular Council Meeting at 10:08 p.m.

Mayor

Director of Strategic, Administrative,
and Financial Services



Request for Decision

To: Town Council

Staff Contact: Kate Bakun, Planner

Date Prepared: April 7, 2024

Meeting Date: May 1, 2024

SUBJECT: Land Use Bylaw Amending Bylaw No. 24-03 (15 Bayside Place)

RECOMMENDATION: THAT Council give Second Reading to Bylaw No. 24-03, being a Bylaw to amend the Land Use Bylaw No. 14-11.

THAT Council give Third Reading to Bylaw No. 24-03, being a Bylaw to amend the Land Use Bylaw No. 14-11.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The development of two four-storey apartment buildings and a future childcare facility is positioned to significantly contribute to the strategic goal of increasing the supply of more housing options within the Town. Furthermore, this development proposal is in alignment with initiatives aimed at sustaining and enhancing infrastructure density.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The development of two four-storey apartment buildings and a future childcare facility will lead to an increase in the population, provide new workplaces (childcare facility), and offer more housing options in Town. Additionally, the proposed apartments are also likely to increase the

assessed market value of the lot and therefore it is reasonable to expect the lands to generate increased property tax revenue for the Town.

SOCIAL SUSTAINABILITY:

A well-designed, combination of apartment housing and a childcare facility may offer a holistic approach to living, working, and caregiving for both current and future citizens. Moreover, the proposed project aims to enhance the diversity of housing options, encompassing various types, tenures, and architectural styles, accessible to residents.

ENVIRONMENTAL SUSTAINABILITY:

Environmental sustainability involves the creation of new green spaces and the promotion of efficient waste management practices. The site will be landscaped and the site will use existing, nearby services.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The housing supply in the Town is primarily comprised of single-detached dwellings. Enhancing the availability of more diverse and more affordable housing options is in line with sound land use planning principles. The proposed re-designation application aims to introduce 54 apartments to the Town's inventory of housing units, demonstrating a commitment to fostering a variety of housing types and built-forms, crucial for effective land use planning. Additionally, the proposed future childcare service will cater to both current and future citizens.

OPERATIONAL:

Kateryna Bakun (Planner) has been assigned to this project.

FINANCIAL:

The proposed apartments will require a development permit and building permit applications, which will include the collection of all applicable fees under the Town's fees bylaw. The proposed apartments are also likely to increase the assessed market value of the lot and therefore it is reasonable to expect the lands to generate increased property tax revenue for the Town.

POLICY:

Staff advertised the public hearing in accordance with Section 606 of the *Municipal Government Act* and a summary of the public engagement is as follows:

- April 05, 2024: Mailed to adjacent landowners.
- April 08, 2024: Town of Strathmore website
- April 10, 2024: Strathmore Times
- April 11, 2024: The Town's Social Media

- April 17, 2024: Strathmore Times

Staff believe several policies of the Town's Municipal Development Plan (MDP) 2014 apply to the proposed application:

- 3.2.1 The Town of Strathmore shall ensure that all new development shall provide a wide range of housing type to meet varying housing needs based on income and lifestyle.
- 3.2.2 Multi-unit housing areas should be located adjacent to collector roads and should be central, rather than peripheral, to the neighborhood and should be within easy access to open space and community recreational facilities.
- 3.2.5 The Town encourages multi-unit high density development to locate in proximity to shopping facilities, institutional uses, parks and open spaces and have good access to major roadways and future public transit service.
- (Although the property is not located in the Downtown, it is adjacent to Thomas Drive and within walking and biking distance of Downtown)
- 3.2.6 Residential infill development is encouraged: a) On vacant parcels or under-utilized parcels of land in the Downtown North and Downtown South, and shall maximize the use of existing roads, utilities, parks and other community services.

Section 692(1) of the *Municipal Government Act* requires that before giving second and third reading to a proposed bylaw amending a land use bylaw, a Council must hold a public hearing with respect to the proposed re-designation.

IMPLEMENTATION:

Staff advertised the public hearing in accordance with Section 606 of the *Municipal Government Act*. Also requested that the public hearing be advertised on our social media.

Staff have been available for phone calls and meetings with any residents who have questions or wish to speak to us about the proposed land use re-designation application.

BACKGROUND:

The first reading was held on April 03, 2024, and the public hearing has been advertised.

- April 05, 2024: Mailed to adjacent landowners
- April 08, 2024: Town of Strathmore website
- April 11, 2024: The Town's Social Media
- April 10, 2024: Strathmore Times
- April 17, 2024: Strathmore Times

Staff received an application for a land use re-designation (Bylaw No. 24-03) 15 Bayside Place (Lot 1, Block 15, Plan 781 0935) on December 21, 2023. The application was deemed complete after the owners submitted additional required information on January 25, 2024 and on March 7, 2024. The proposed re-designation aims to allow for the construction of two

apartment buildings comprising a total of 54 apartments and a childcare facility at 15 Bayside Place in Strathmore.

While this area was previously regarded as industrial district, the Town is experiencing growth and transformation, shifting towards residential functions. This trend is evident from nearby developments, starting from 7 Bayside Place and extending to the current lot. While some industrial lots remain in the neighborhood, there have been residential land use re-designations occurring in Bayside Place over the years.

The site currently consists of an undeveloped lot within the C1 – Neighborhood Commercial District. Residential uses are not permitted in the C1 District. The land lot spans an area of 0.54 hectares and is bordered by Centennial Dr. to the south, Bayside Place to the north, and Thomas Drive to the west. To the east lies Auto Dent Removal Service in the M1 – Light Industrial District. The neighboring properties include a church (Kingdom Hall of Jehovah's Witnesses) to the north, Greys Park to the west, and Thorncliff Neighborhood – R1 – Single Detached Residential District to the south.

The proposed density aligns with the R3 – High Density Residential District, as per Land Use Bylaw regulations allowing for up to 100 dwelling units per hectare (54 units are proposed on the site which is 0.54 hectares in size, equaling a proposed density of 100 units per hectare). The building height requirement in the R3 - High Density Residential District is 14.0m or four storey for apartment buildings. The proposed building heights are four storey and 15.7m, which will require a minor variance at the development permit stage if the land use is supported by Council. In Staff's opinion, the required variances are minor, and the majority of the project complies with the requirements outlined in the R3 - High Density Residential District.

The apartment configuration consists of 8 one-bedroom units and 46 two-bedroom units. Parking requirements amount to 77 permanent stalls, in accordance with the LUB (1 parking stall per 1-bedroom unit and 1.5 parking stalls per 2-bedroom unit), with an additional 8 parking stalls designated for visitor parking. Additionally, the apartment buildings will include a common amenity space, offering scenic views of the natural features to the west.

Development Services required a traffic letter for a professional engineering firm stating that the additional traffic anticipated from the development will not unduly effect traffic on Bayside Place. On March 7, 2024, we received the letter from Bunt Engineering which included transportation data and stated "the change in traffic level due to the proposed development is less likely to change drivers' experience on Bayside Place."

The proposed future 2-storey childcare service facility will be housed in an adjacent building, providing optimal conditions for current and future residents. Parking for the childcare service will adhere to the requirement of 1 parking stall per staff member, with the developer's calculation indicating that 5 parking stalls will suffice. Furthermore, the childcare service will feature a private playground.

In terms of landscaping, the developer proposes several green islands adorned with trees and bushes.

In conclusion, the proposed land use re-designation of two 4-storey apartment buildings, along with a future childcare facility, may help address the demand for housing and childcare services and may also enhance the livability and vibrancy of the area. The developer's commitment to providing a high-quality living environment is evident in the proposed building design, which offers spacious apartments with nice views and convenient access to essential services.

Overall, this project proposes a blend of residential, and commercial spaces, and in Staff's opinion, will contribute positively to the social, economic, and environmental fabric of Strathmore. Staff believe that the location is suitable for the development of this project and represents a positive direction for the Town's growth. The application is largely in line with the Town's Municipal Development Plan and several policies support the application.

KEY ISSUE(S)/CONCEPT(S):

The provision of a wider range and supply of more affordable housing options for different income levels, families, seniors, and individuals with special needs is an identified key issue for many municipalities in Alberta. The apartment vacancy rate in the Town for private apartment-style dwelling units is currently low at 0.5% according to CMHC as of October 2022. Further to this, the CMHC's Rental Market Survey Tables for Alberta in 2022 notes that the Town currently has a total of 203 private apartment-style dwelling units with the majority of apartment-style dwelling units having two bedrooms. The proposed apartments would contribute positively to the overall housing issue by increasing the availability of housing options in the Town.

DESIRED OUTCOMES:

THAT Council give Second Reading to Bylaw No. 24-03, being a Bylaw to amend the Land Use Bylaw No. 14-11.

THAT Council give Third Reading to Bylaw No. 24-03, being a Bylaw to amend the Land Use Bylaw No. 14-11.

COMMUNICATIONS:

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

ALTERNATIVE ACTIONS/MOTIONS:

Council may support the recommendation to proceed with second and third readings prior to enacting the proposed bylaw, or Council can choose to not complete second and third

readings of the proposed bylaw, in which case the application will be deemed to have been refused.

ATTACHMENTS:

[Attachment I: Land Use Bylaw Amending Bylaw No. 24-03](#)
[Attachment II: 24-03 15 Bayside Place - Proposed Redesignation. Circulation.](#)
[Attachment III Website Public Hearing Notice 15 Bayside Place](#)
[Attachment IV: Bylaw 24-03 15 Bayside Place Presentation](#)

Chuck Procter, Manager of Development Services	Approved - 11 Apr 2024
Jamie Dugdale, Director of Infrastructure, Operations, and Development Services	Approved - 15 Apr 2024
Veronica Anderson, Legislative Services Officer	Approved - 16 Apr 2024
Johnathan Strathdee, Manager of Legislative Services	Approved - 23 Apr 2024
Kevin Scoble, Chief Administrative Officer	Approved - 24 Apr 2024

**BYLAW NO. 24-03**
**OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**
**BYLAW NO. 24-03
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**
**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA
TO AMEND THE LAND USE BYLAW NO. 14-11.**

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

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

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

1. SHORT TITLE

1.1 This Bylaw may be cited as the "Land Use Bylaw Amending Bylaw No. 24-03"

2. AMENDMENTS

2.1 That Bylaw No. 14-11 Schedule A – Land Use District Map is amended by changing the land use designation of Lot 1, Block 15, Plan 781 0935, containing +/- 0.537 hectares (+/- 1.326 acres) from C1 – Neighbourhood Commercial District to R3 – High Density Residential District as shown below in Schedule "A".

3. EFFECTIVE DATE

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

READ A FIRST TIME this _____ day of _____ 2024

PUBLIC HEARING HELD this _____ day of _____, 2024

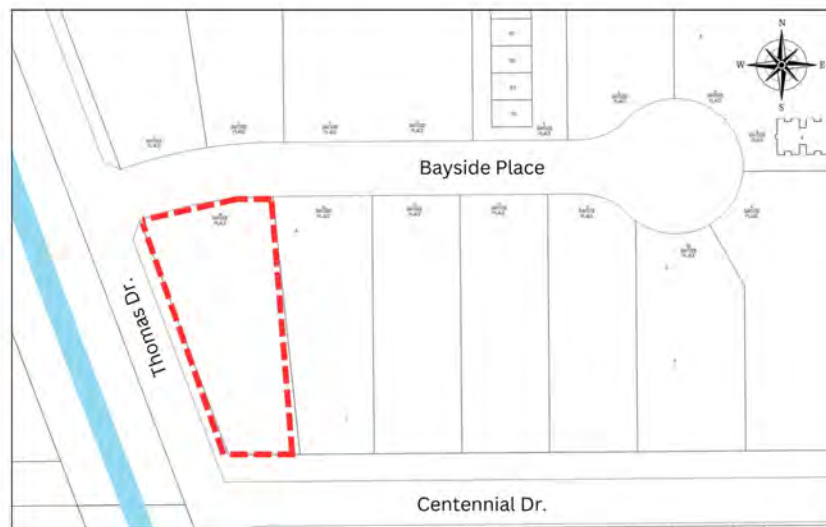
READ A SECOND TIME this _____ day of _____, 2024

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

MAYOR

CHIEF ADMINISTRATIVE OFFICER

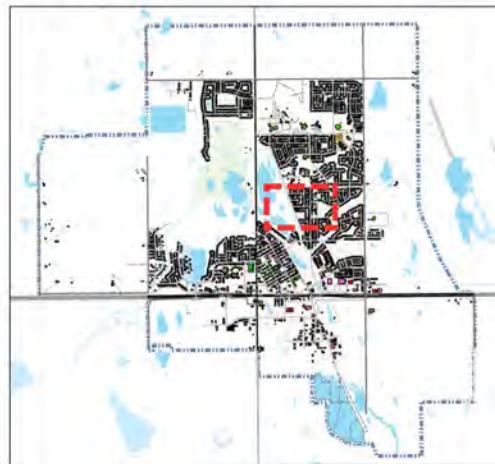
Schedule "A"



Land Use District:



R3 – High density residential district





15 Bayside Place - Context:



- Subject Parcel

4.12

C1 – NEIGHBOURHOOD COMMERCIAL DISTRICT

1. PURPOSE: To provide for street-oriented mixed-use forms of local commercial retail and services to complement surrounding neighbourhoods.

2. USES:

a) Permitted Uses

Child Care Services
 Eating and Drinking Establishments, Minor
 Government Services
 Health Services
 Home Office
 Mixed Use Building
 Personal Service Shops
 Professional Offices and Office Support Services
 Protective Emergency Services
 Public Assembly Establishments, Minor
 Retail Stores, Convenience
 Retail Stores, General
 Signs
 Utilities

Bylaw #15-22

Bylaw #17-12

b) Discretionary Uses

Accessory Uses
 Athletic and Recreational Facility, Indoor
 Custom Manufacturing Establishments
 Drive Through Food Services
 Gas Bar
 Liquor Store
 Pet Care Facility
 Private Club
 Public Assembly Establishments, Major
 Utility Building
 Veterinary Services, Minor

Bylaw #17-12

3. GENERAL SITE REQUIREMENTS:

a) Site Area

- i. Minimum Area of 1,393.0 m²
- ii. Maximum Area of 15,000.0 m²

b) Minimum Front Yard

- i. 3.0 metres

c) Minimum Side Yard Setbacks

- i. Zero if attached as in a strip mall

- ii. 3.0 metres, if developed as separate structures

d) Minimum Rear Yard Setbacks

- i. Principal and Accessory Building - 6.0 m for all lane-less Developments;
- ii. 3 m for any Development served by a lane.

e) Boundary Treatment

- i. Any yard adjacent to or abutting a residential area will require a 4.5 m setback and the construction of a 1.8m fence

f) Landscaping

- i. 15% of gross area

4. OTHER SITE REQUIREMENTS:

a) Parking Areas

- i. All parking areas shall be paved.

Mechanical Equipment

- b)** All mechanical equipment on a roof of any building shall be concealed in a manner compatible with the architectural character of the building, or concealed by incorporating it within the building.

Bylaw #22-01

4.6 R3 HIGH DENSITY RESIDENTIAL DISTRICT

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

2. USES:

a) Permitted Uses

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

Bylaw #15-22

Bylaw #17-12

b) Discretionary Uses

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

Bylaw #15-40

Bylaw #17-12

3. GENERAL SITE REQUIREMENTS:

a) Minimum Site Area

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

b) Minimum Lot Area

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

c) Minimum Site Width

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

Bylaw #22-01

d) Minimum Site Depth

- i. 30.5 metres for all lots

e) Habitable Floor Area

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

f) Maximum Number of Dwelling Units

Bylaw #15-28

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

g) Minimum Yard Setbacks – Principal Building

Bylaw #16-10

- i. Front Yard – 6.0 m and, at the discretion of the Approving Authority, 4.0 m if the lot is served by a rear lane

- ii. Rear Yard – 7.0 m

- iii. Side Yard – The setback from a side property line is as follows:

Bylaw #15-01

- a. 1.5 m from the side property line shared with an Internal Lot if the Principal Building is 9.0 m or less in height at the eaveline;

- b. 3.0 m from a side property line shared with an internal lot if the Principal Building is more than 9.0 m in height at the eaveline;

- c. 3.0 m from a side property line shared with a street other than a lane unless the building is 9.0 m or less in height at the eaveline and the building is located in the Downtown Overlay District in which case the setback from the side property line shared with a street may be reduced, at the discretion of the Approving Authority, to not less than 1.5 m

Bylaw #16-10

h) Building Height

Bylaw #22-01

- i. 10.0 m for Duplex

- ii. 12.0 m for Attached Housing

Bylaw #22-01

- iii. 5.0 m for Accessory Buildings* see OTHER SITE REQUIREMENTS below

- iv. 14.0 m or four (4) storeys for Apartment Housing

i) Site Coverage

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

4. OTHER SITE REQUIREMENTS:

Parking

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

Landscaping

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

Uses and appearance

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

Bylaw #22-01

Accessory Building

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

15 BAYSIDE PLACE - STRATHMORE, ALBERTA, T1P 1C8

JAN. 25, 2024

COVER	SITE PLAN
A1.00	BUILDING A & B MAIN FLOOR PLAN
A1.01	BUILDING A & B SECOND FLOOR PLAN
A1.02	BUILDING A & B THIRD FLOOR PLAN
A1.03	BUILDING A & B FOURTH FLOOR PLAN
A1.04	BUILDING A & B FIFTH FLOOR PLAN
A1.05	BUILDING A & B SIXTH FLOOR PLAN
A1.06	BUILDING A & B SEVENTH FLOOR PLAN
A1.07	BUILDING A & B EIGHTH FLOOR PLAN
A1.08	BUILDING A & B NINTH FLOOR PLAN
A1.09	BUILDING A & B TENTH FLOOR PLAN
A1.10	BUILDING A & B ELEVENTH FLOOR PLAN
A1.11	BUILDING A & B TWELFTH FLOOR PLAN
A1.12	BUILDING A & B THIRTEENTH FLOOR PLAN
A1.13	BUILDING A & B FOURTEENTH FLOOR PLAN

BUILDING B - 4 STOREYS - 24 UNITS



LEGEND:

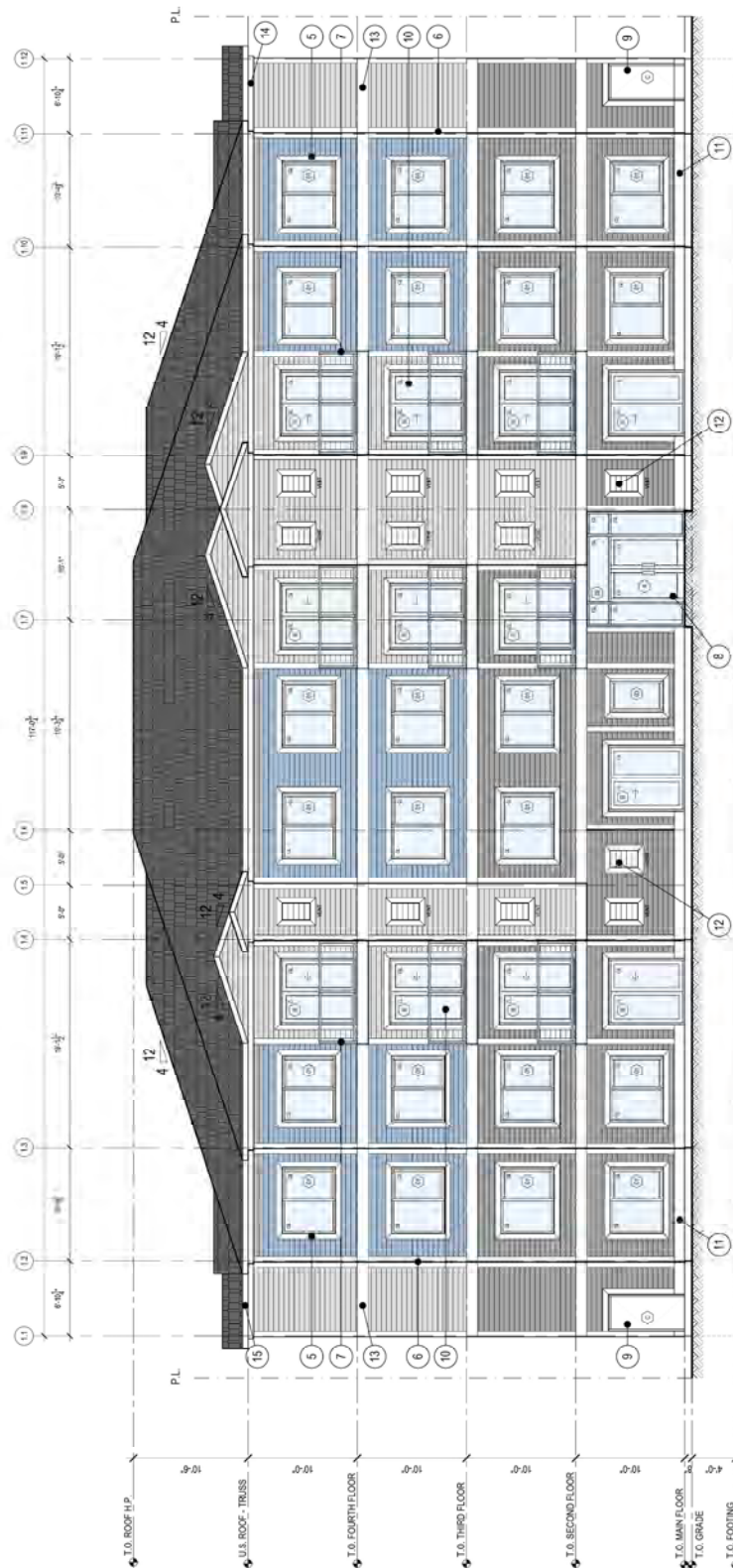


ELEVATION KEYNOTES:

SHOWN AS THUS

- 1 EXISTING WOOD FLOOR - ACCESS PANEL TO THE MECH/D
- 2
- 3 EXISTING CONCRETE ON BALKN - CHASE (BOLD) TO THE BALCONY
- 4 EXISTING PLASTER TO BE REMOVED
- 5 EXISTING GRAVEL BED TO BE REMOVED - PREP AREA FOR CONCRETE
- 6 TYPICAL 1" THICK ALUMINUM REINFORC FLOORING SYSTEM (W/ 4" SCHEDULED CLAMBER) OF BALN
- 7 PREP FABRICATED PERIMETER BOUND TRIM - WHITE FINISH - VERTICAL POSITION
- 8 42" HT. (MIN.) ALUMINUM CHANNEL - C.W.
- 9 TYPICAL 1" SECTION STIFFENED ALUMINUM WOOD FLOORING SYSTEM (W/ 1" SCHEDULED CLAMBER) OF BALCONY

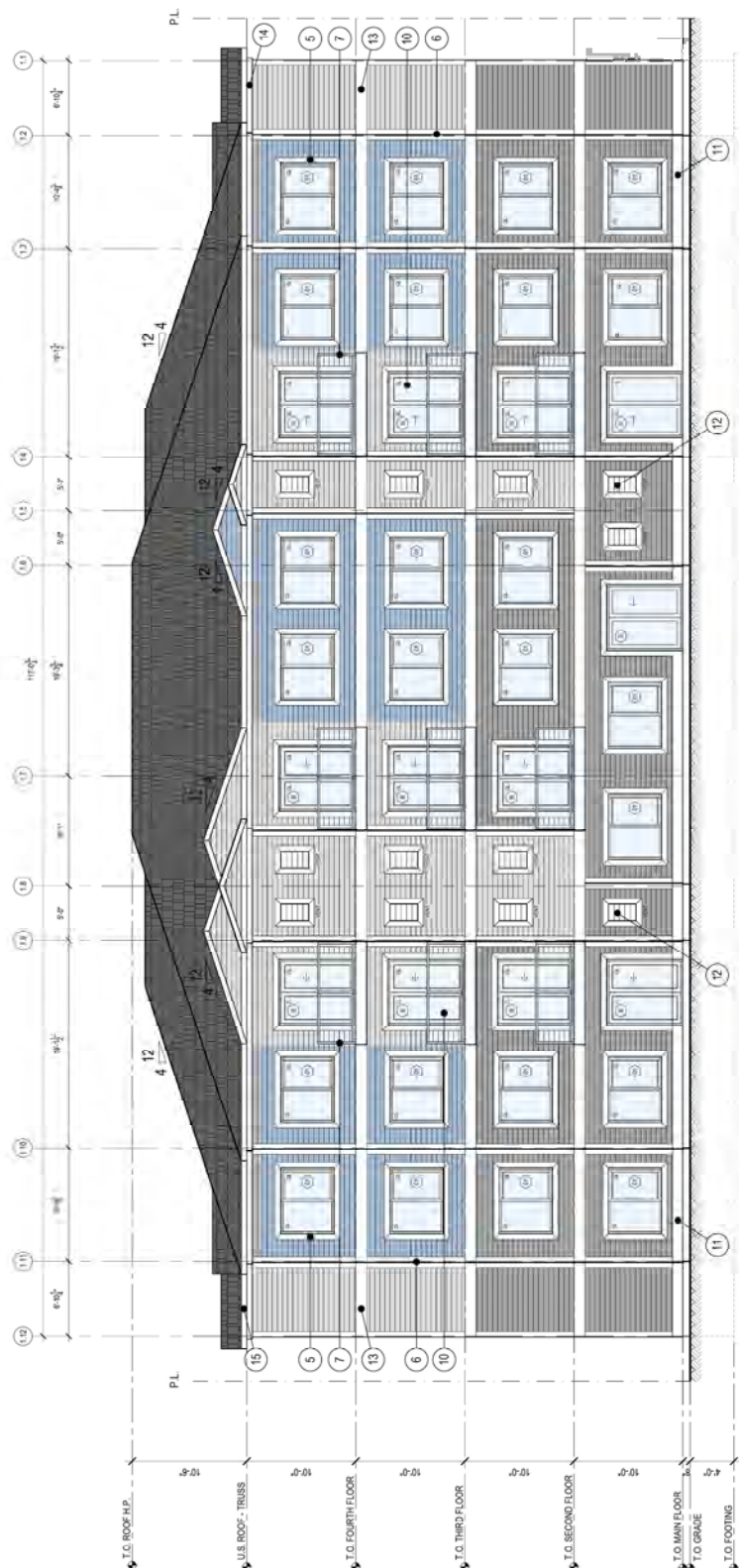
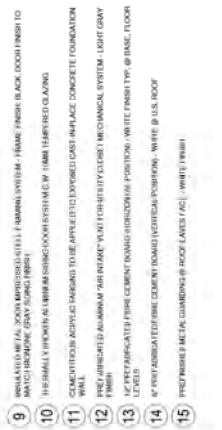
- 9 MATCHING THE COLOR OF THE HUMAN VOICE WITH THE COLOR OF THE SKIN
- 10 THE DAILY WORK OF THE HUMAN VOICE SYSTEM IN THE HUMAN THROAT
- 11 COMMUNICATION IN THE HUMAN VOICE SYSTEM IN THE HUMAN THROAT
- 12 THE HUMAN VOICE SYSTEM IN THE HUMAN THROAT
- 13 THE HUMAN VOICE SYSTEM IN THE HUMAN THROAT
- 14 THE HUMAN VOICE SYSTEM IN THE HUMAN THROAT
- 15 THE HUMAN VOICE SYSTEM IN THE HUMAN THROAT



1	BUILDING A - MAIN / FRONT ELEVATION
A1.08	3'10" x 1'-0"

ELEVATION KEYNOTES:

SHOWN AS THUS



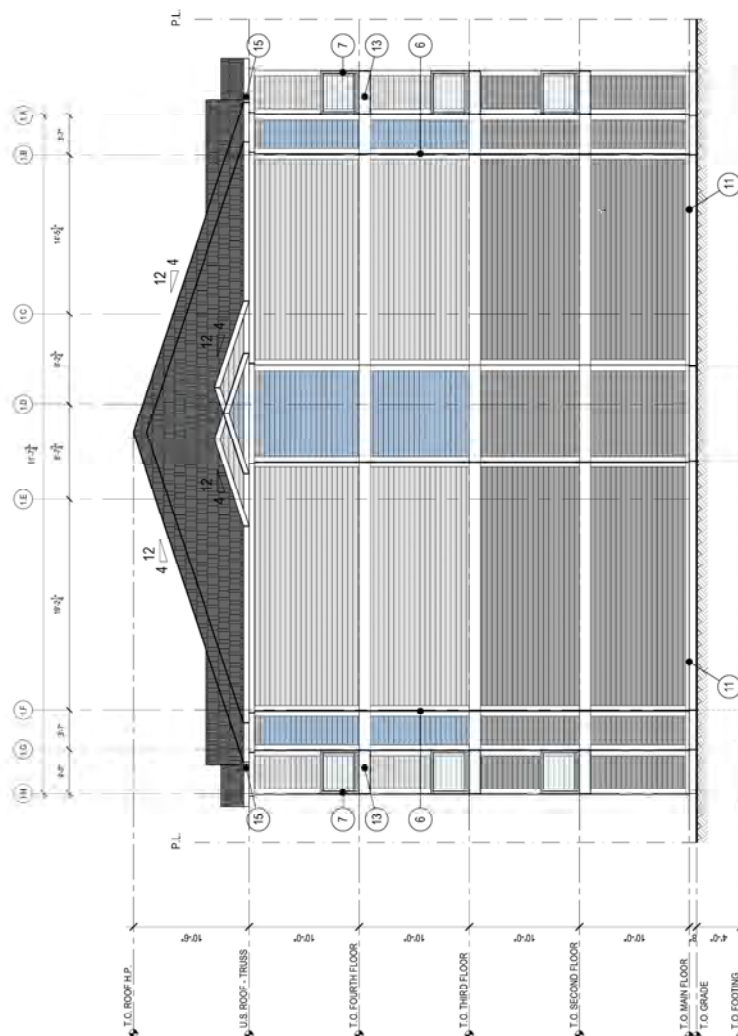
1	BUILDING A - REAR / BACK ELEVATION
A1.07	3/16" x 1/4"



ELEVATION KEYNOTES:

SHOVIN AS THUS

- 1 EXISTING WOOD FENCE - ACCESS GATE TO BE REMOVED
- 2 EXISTING CONCRETE SIDEWALK - GRABES, RELOCATED
- 3 EXISTING PLANTER TO BE REMOVED
- 4 EXISTING GRABES (RD. TO BE REMOVED) - INSTALL ALUMINUM ENTRY
- 5 THEMALLY BROKEN ALUMINUM WINDOW - HANGING IN SYSTEM C.W. 1" SEALED UNIT GUARDING - (CEILING)
- 6 PRE-FABRICATED FIRE CLIMATE BOARD (TALL) - FINISH - VERTICAL POSITION
- 7 4" X 11" (MIN.) ALUMINUM GUARDRAIL C.W.
- 8 THEMALLY BROKEN TIE/ROOF/PORT ALUMINUM WHITE (A) HANGING SYSTEM C.W. 1" SEALED UNIT GUARDING -
- 9 REPLACEMENT METAL DOOR FINISH - 1" HANGING SYSTEM - FRAME FINISH (BLACK DOOR FINISH TO MATCH WITH THE GATE FINISH FINISH)
- 10 THEMALLY BROKEN ALUMINUM BEARING COVER (HANGING) - 1" HANGING SYSTEM FINISHED GLAZING
- 11 THEMALLY BROKEN ALUMINUM FINING TO BE REMOVED FINISHED CAST IN PLACE CONCRETE FOUNDATION WALL
- 12 PRE-FABRICATED ALUMINUM METAL CLIMATE - WITH - EXISTING CLIMATE - CLOSET MECHANICAL SYSTEM - LIGHT GRAY
- 13 PRE-FABRICATED FIRE CLIMATE BOARD (HANGING) ALUMINUM - WHITE FINISH TYP. @ BASE, FLOOR LEVELS
- 14 PRE-FABRICATED FIRE CLIMATE BOARD (HANGING) ALUMINUM - WHITE FINISH TYP. @ BASE, FLOOR LEVELS
- 15 PRE-FINISHED METAL GUARDING @ DOOR (HANGING) WHITE FINISH



1	BUILDING A - RIGHT ELEVATION
A1.09	3'16" x 1'4"

[illegible]

A1.09 RFD-24-072

LEGEND:

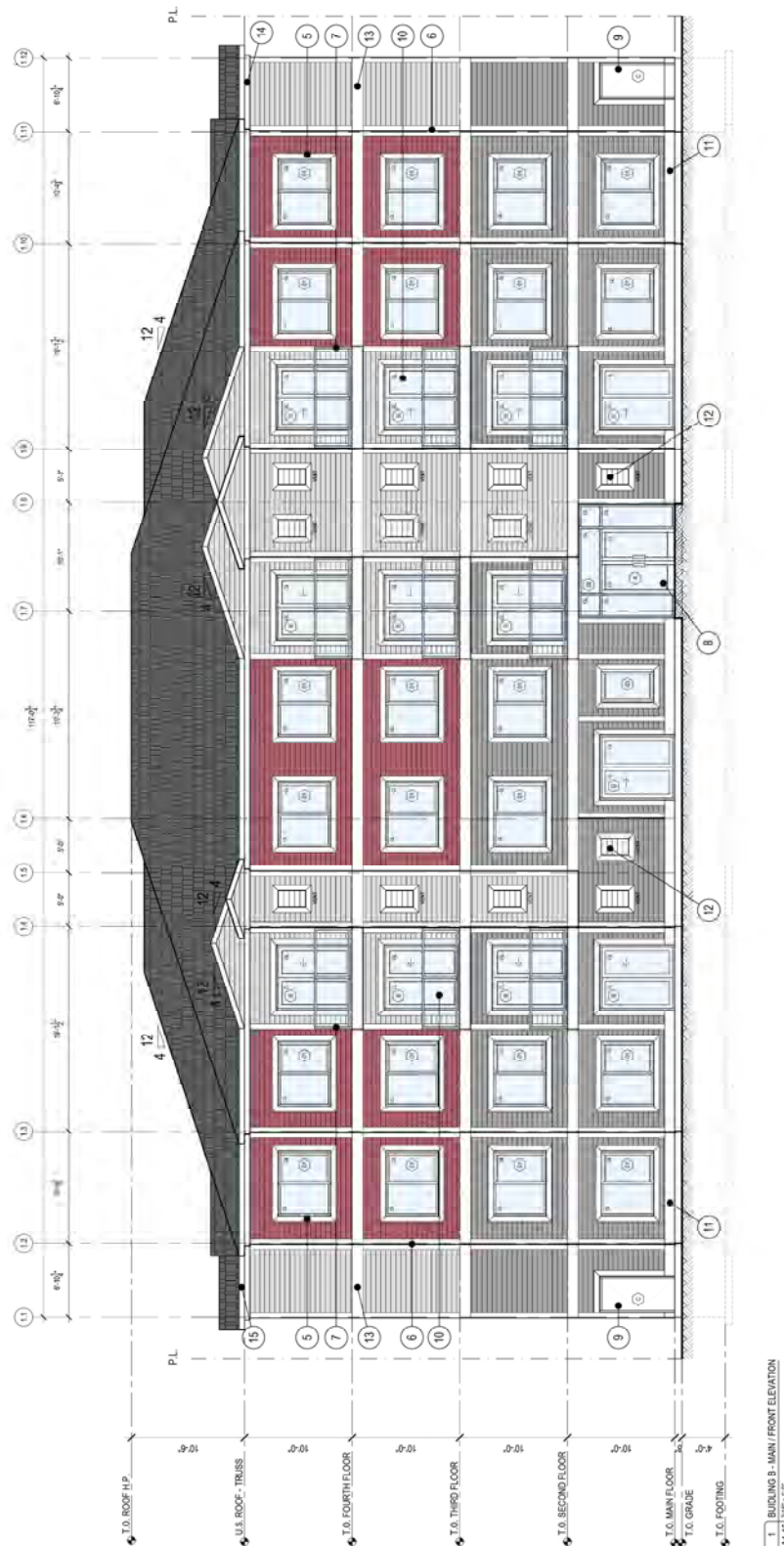


ELEVATION KEYNOTES:

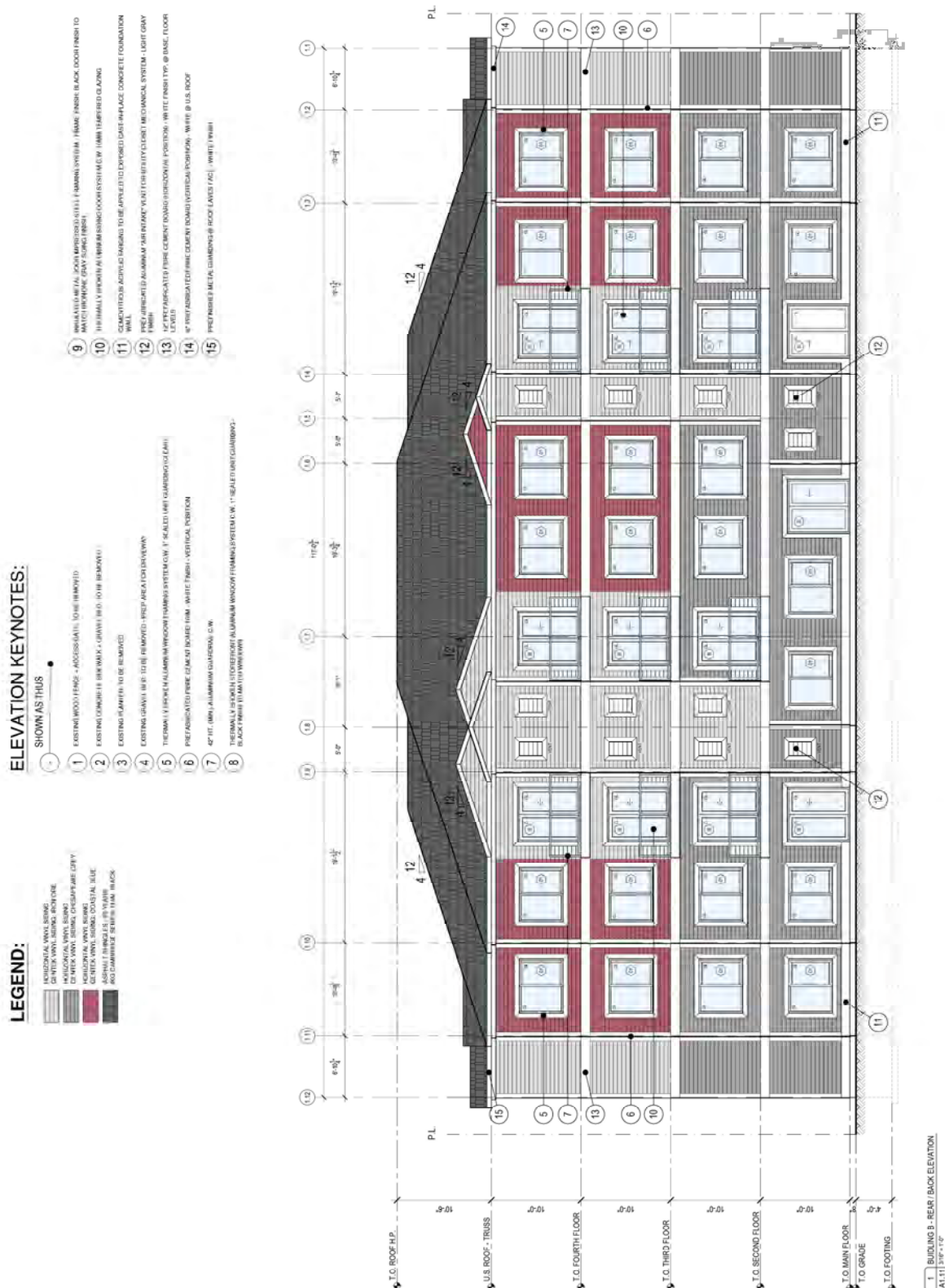
SHOWN AS THUS

1. EXISTING HOOD / FAN - ACCESS (CALL TO THE MECHANIC)
2. EXISTING CONDENSATE DRAIN / GRAVE (CALL TO THE MECHANIC)
3. EXISTING PLUMBING TO BE REMOVED
4. EXISTING DRAIN / BER TO BE REMOVED - PREP AREA FOR NEW DRAIN
5. TYPICAL 1" TYPICAL ALUMINUM HOOD / FAN SYSTEM (CALL TO THE MECHANIC FOR THE HOOD / FAN)
6. PRE-FABRICATED FIBER CEMENT ROUND TRIM - WHITE FINISH - VERTICAL POSITION
7. 42" T.T. (MIN.) ALUMINUM CHANNEL - C.W.
8. TYPICAL SECTION THROUGH ALUMINUM HOOD / FAN SYSTEM (CALL TO THE MECHANIC FOR THE HOOD / FAN)

9. 1/2" POLYURETHANE FOAM INSULATION (HUMANA SYSTEM) / 1/4" HANK FINISH BLACK GOLF FINISH TO MATCH EXISTING (HUMANA SYSTEM) (HUMANA SYSTEM)
10. 1/2" RIGID POLYURETHANE INSULATION (HUMANA SYSTEM) / 1/4" HANK FINISH BLACK GOLF FINISH TO MATCH EXISTING (HUMANA SYSTEM) (HUMANA SYSTEM)
11. CONCRETE ON EXISTING SLAB TO BE APPLIED TO EXISTING SLAB (HUMANA SYSTEM) / 1/4" HANK FINISH BLACK GOLF FINISH TO MATCH EXISTING (HUMANA SYSTEM) (HUMANA SYSTEM)
12. 1/2" POLYURETHANE FOAM INSULATION (HUMANA SYSTEM) / 1/4" HANK FINISH BLACK GOLF FINISH TO MATCH EXISTING (HUMANA SYSTEM) (HUMANA SYSTEM)
13. 1/2" POLYURETHANE FOAM INSULATION (HUMANA SYSTEM) / 1/4" HANK FINISH BLACK GOLF FINISH TO MATCH EXISTING (HUMANA SYSTEM) (HUMANA SYSTEM)
14. 1/2" POLYURETHANE FOAM INSULATION (HUMANA SYSTEM) / 1/4" HANK FINISH BLACK GOLF FINISH TO MATCH EXISTING (HUMANA SYSTEM) (HUMANA SYSTEM)
15. 1/2" POLYURETHANE FOAM INSULATION (HUMANA SYSTEM) / 1/4" HANK FINISH BLACK GOLF FINISH TO MATCH EXISTING (HUMANA SYSTEM) (HUMANA SYSTEM)



1	BUILDING B - MAIN / FRONT ELEVATION
A1.50	3'10" x 1'0"



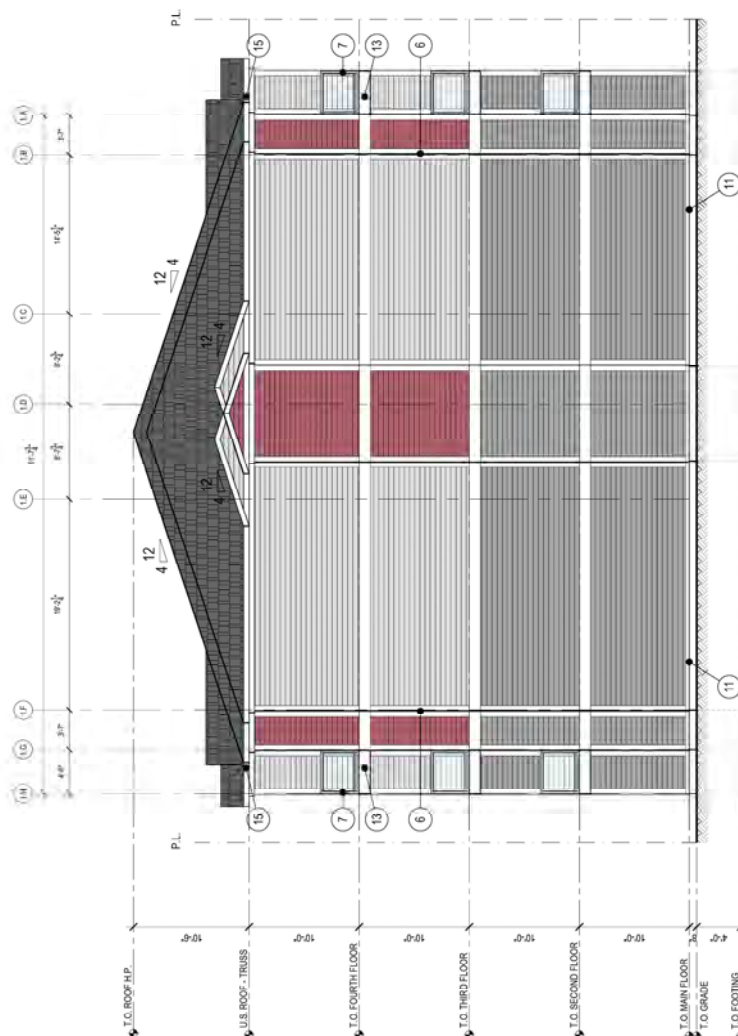
Page 70 of 156

- HORIZONTAL VINYL SIDING
GLETFLEX VINYL SIDING: HONORE
- HORIZONTAL VINYL SIDING
GLETFLEX VINYL SIDING: CHESAPEAKE GREY
- HORIZONTAL VINYL SIDING
GLETFLEX VINYL SIDING: COASTAL BLUE
- JUNIPER SHINGLES - 25 FEATH
JUNIPER CARBIDE SERIES: DUAL BLACK

ELEVATION KEYNOTES:

SHOVIN AS THUS

- 1 EXISTING WOOD FENCE - ACCESS GATE TO BE REMOVED
- 2 EXISTING CONCRETE SIDEWALK - GRASSES & SOIL TO BE REMOVED
- 3 EXISTING PLANTER TO BE REMOVED
- 4 EXISTING GRAVEL BED TO BE REMOVED - INSTALL A 10" HIGH WALKWAY
- 5 THEMALLY BROKEN ALUMINUM WINDOW FINISHING SYSTEM C.W. 1" SEALED UNIT GUARDING CLEAR
- 6 PRE-APPLICATED FIRE CHEMIST BOARD (TMA) WHITE FINISH VERTICAL POSITION
- 7 4" H.T. (H.N.) ALUMINUM GUARDRAIL C.W.
- 8 THEMALLY BROKEN STEELFRONT ALUMINUM WINDOW FINISHING SYSTEM C.W. 1" SEALED UNIT GUARDING - BLACK FINISH TO MATCH FINCHES
- 9 THEMALLY BROKEN STEELFRONT ALUMINUM WINDOW FINISHING SYSTEM - FRAME FINISH BLACK DOOR FINISH TO MATCH THE GRAY FINISH FINCHES
- 10 THEMALLY BROKEN ALUMINUM BRICKING SYSTEM (H.N.) - 10MM THERMALLY GLAZING
- 11 ALUMINUM AS ACTIVE GLAZING TO BE APPLIED TO EXISTING CAST-IN-PLACE CONCRETE FOUNDATION WALL
- 12 PRE-APPLICATED ALUMINUM W/INTACT (WH) FOR UTILITY-CLOSET MECHANICAL SYSTEM - LIGHT GRAY LEVELS
- 13 PRE-APPLICATED FIRE CHEMIST BOARD (H.N.) FINISHING - WHITE FINISH TYP. @ BASE, 1" FLOOR LEVELS
- 14 PRE-APPLICATED FIRE CHEMIST BOARD (H.N.) FINISHING - WHITE @ U.S. ROOF
- 15 PRE-FINISH METAL GUARDING @ ROOF (H.N.) FINCHES, WHITE FINISH



1	BUILDING B - RIGHT ELEVATION
14.13	3'16" x 1'0"

[illegible]

A1.13 RFD-24-072

Public Hearings

Notice of Public Hearing:
May 1, 2024 at 6:00pm

Bylaw 24-03 Land Use Amendment - 15 Bayside Place

Staff received an application for a land use re-designation of 15 Bayside Place (Lot 1, Block 15, Plan 781 0935) on December 21, 2023. The proposed re-designation (Bylaw No. 24-03) aims to permit the construction of two apartment buildings comprising 54 apartments and a Childcare Facility at 15 Bayside Place in Strathmore. Land Use Amending Bylaw No. 24-03 is a site-specific redesignation and would only apply to the lands listed in the proposed Bylaw.

Public Hearing Process

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

The Public Hearing will be held via ZOOM **AND** in Council Chambers, Strathmore Municipal Building, 1 Parklane Drive, Strathmore Alberta on **Wednesday, May 1, 2024**, commencing at 6:00pm with procedures in accordance with the *Municipal Government Act*, Section 199 and the Town of Strathmore Council Procedural Bylaw No. 23-17 and amendments thereto. Any person or group of persons, or person acting on someone's behalf, who claims to be affected by any of the proposed bylaw may present suggestions or concerns by making a submission to the public hearing. Please contact Legislative Services at lsadmin@strathmore.ca by 12:00 noon on **Wednesday, May 1, 2024**, in order to register to present.

Written submissions to the Public Hearing or the name of any person wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to 12:00 noon on **Wednesday, May 1, 2024** as outlined in Bylaw No. 23-17 and amendments thereto. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes.

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

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



Bylaw 24-03

Second & Third Reading. Public Hearing.

15 Bayside Place | C1 – Commercial District -> R3 – High density residential district



Strathmore

RFD-24-072

Bylaw 24-03

- Staff received a LUB redesignation.
- 15 Bayside Place, Lot 1, Block 15, Plan 781 0935.
- Redesignation from C1 - Commercial District to R3 – High density residential district.
- The first reading was held on April 03, 2024.

- Currently the area has a land uses C1 - Commercial District.
- Surrounded by Light Industrial, Public Service, Single Detached Residential, Medium Density Attached Housing Districts.



15 Bayside Place - Context:

 - Subject Parcel





Centennial Dr.



Bayside Place



Thomas Dr.

BAYSIDE PLACE MULTI-UNIT

15 BAYSIDE PLACE - STRATHMORE, ALBERTA, T1P 1C8

ISSUED FOR RE-ZONING 2

JAN. 25, 2024

DRAWING LIST:

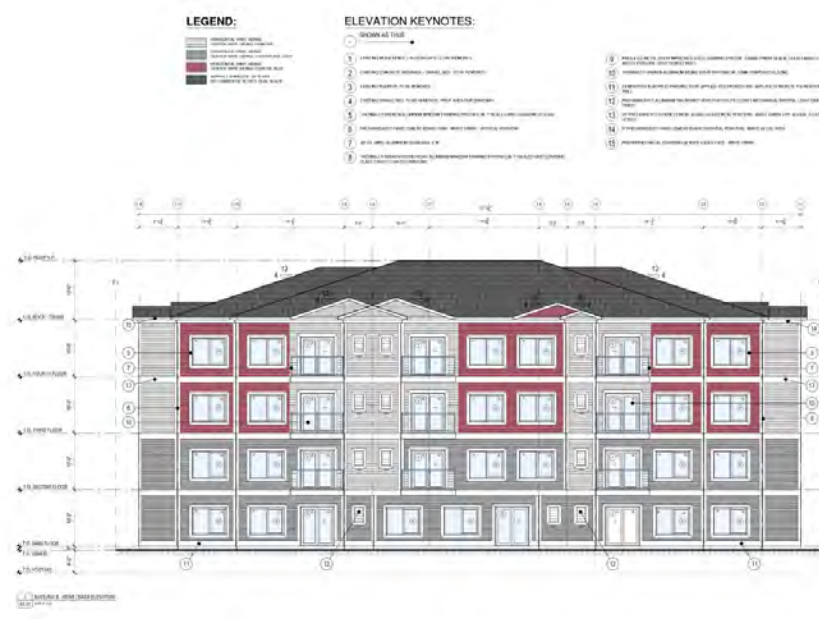
A1.00	COVER
A1.01	SITE PLAN
A1.02	BUILDING A & B MAIN FLOOR PLAN
A1.03	BUILDING A & B SECOND FLOOR PLAN
A1.04	BUILDING A & B THIRD FLOOR PLAN
A1.05	BUILDING A & B FOURTH FLOOR PLAN
A1.06	BUILDING A MAIN / FRONT ELEVATION
A1.07	BUILDING A REAR / BACK ELEVATION
A1.08	BUILDING A LEFT ELEVATION
A1.09	BUILDING A RIGHT ELEVATION
A1.10	BUILDING B MAIN / FRONT ELEVATION
A1.11	BUILDING B REAR / BACK ELEVATION
A1.12	BUILDING B LEFT ELEVATION
A1.13	BUILDING B RIGHT ELEVATION

BUILDING B - 4 STOREYS - 24 UNITS

BUILDING A - 4 STOREYS - 24 UNITS

BUILDING C
2-3 STOREYS
CHILD DAYCARE





Bylaw 24-03

Recommendation:

THAT Council proceed with a Public Hearing for Bylaw No. 24-03 on May 01, 2024 in accordance with Section 692(1) of the Municipal Government Act. RSA 2000, cM-26;

AND THAT Council take into consideration all information received at the Public Hearing on May 01, 2024 regarding Bylaw No. 24-03 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

THAT Council give Second Reading to Bylaw No. 24-03, being a Bylaw to amend the Land Use Bylaw No. 14-11.

THAT Council give Third Reading to Bylaw No. 24-03, being a Bylaw to amend the Land Use Bylaw No. 14-11.

Thank you!



Request for Decision

To: Town Council

Staff Contact: Kate Bakun, Planner

Date Prepared: April 8, 2024

Meeting Date: May 1, 2024

SUBJECT: Land Use Bylaw Amending Bylaw No. 24-07 (62 Lakeside Blvd.)

RECOMMENDATION: THAT Council give first reading to Bylaw No. 24-07, being a bylaw to amend Land Use Bylaw No. 14-11;

AND THAT Council direct Administration to schedule a Public Hearing for Bylaw No. 24-07 on June 05, 2024 at 6:00 p.m. in Council Chambers.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The construction of semi-detached houses is strategically positioned to advance the goals of enhancing housing affordability and diversity while also increasing density slightly in the Downtown District.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The introduction of semi-detached housing expands the range of housing choices available within the town. Furthermore, the proposed house is anticipated to enhance the assessed

market value of the land, thereby leading to a potential rise in property tax revenue for the Town.

ENVIRONMENTAL SUSTAINABILITY:

By integrating energy efficiency, resource conservation principles into the construction of semi-detached house, developer could minimize environmental footprint, conserve resources, and create healthier and more sustainable living environments for occupants.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The majority of housing in the town consists mainly of single-detached dwellings. Expanding the range of available housing choices, including diverse options, is consistent with well-founded land use planning principles.

OPERATIONAL:

Kateryna Bakun (Planner) has been assigned to this project.

FINANCIAL:

The proposed Semi-Detached House will require a development permit and building permit applications, which will include the collection of all applicable fees under the Town's fees bylaw.

POLICY:

Staff believe several policies of the Town's Municipal Development Plan (MDP) 2014 apply to the proposed application:

3.2.1 The Town of Strathmore shall ensure that all new development shall provide a wide range of housing type to meet varying housing needs based on income and lifestyle.

3.2.6 Residential infill development is encouraged:

a) On vacant parcels or under-utilized parcels of land in the Downtown North and Downtown South, and shall maximize the use of existing roads, utilities, parks and other community services.

Section 692(1) of the *Municipal Government Act* requires that before giving second and third reading to a proposed bylaw amending a land use bylaw, a Council must hold a public hearing with respect to the proposed re-designation.

IMPLEMENTATION:

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

Staff will be available for phone calls and meetings with any residents who have questions or wish to speak to us about the proposed land use re-designation application.

BACKGROUND:

Staff have received an application for a land use re-designation (Bylaw No. 24-07) for 62 Lakeside Blvd (Lot 19/20, Block 17, Plan 5894P). The proposed re-designation aims to permit the construction of a semi-detached dwelling and a separate garage structure.

It's worth noting that the current R1 Single Detached Residential District does not currently allow for semi-detached dwelling, either as a permitted or discretionary use.

The land lot is situated in the Downtown Overlay District, bordered by Lakeside Blvd and Village Way. Adjacent to the Strathmore Municipal Library, the site is surrounded by Single-detached homes to the south and manufactured homes to the northwest. There is an existing semi-detached dwelling to the southwest. Presently, the site is largely vacant, save for one old garage.

The developer's proposal includes the construction of a semi-detached dwelling and a garage on the specified land lot. The semi-detached dwelling will provide housing for residents, while the garage will offer secure parking and storage space for occupants. This dual construction aims to maximize the use of the available land while also ensuring that residents have convenient access to parking facilities.

In summary, the proposed land use re-designation for a semi-detached dwelling may help alleviate housing demand and enhance the livability and vibrancy of the area. Staff believe this development will contribute positively to Strathmore's social, economic, and environmental fabric. Moreover, the location is deemed suitable for the project's development, representing a positive direction for the town's growth. The application aligns with the Town's Municipal Development Plan, with several policies supporting its approval.

KEY ISSUE(S)/CONCEPT(S):

DESIRED OUTCOMES:

That Council give First Reading to Bylaw No. 24-07 and schedule a public hearing for Bylaw No. 24-07.

COMMUNICATIONS:

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

ALTERNATIVE ACTIONS/MOTIONS:

ATTACHMENTS:

[Attachment I: Land Use Bylaw Amending Bylaw No. 24-07](#)

[Attachment II: 62 Lakeside Blvd, Strathmore Redacted](#)

Chuck Procter, Manager of Development Services	Approved - 11 Apr 2024
Jamie Dugdale, Director of Infrastructure, Operations, and Development Services	Approved - 15 Apr 2024
Veronica Anderson, Legislative Services Officer	Approved - 17 Apr 2024
Johnathan Strathdee, Manager of Legislative Services	Approved - 23 Apr 2024
Kevin Scoble, Chief Administrative Officer	Approved - 24 Apr 2024



BYLAW NO. 24-07
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA

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

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

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

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

1. SHORT TITLE

1.1 This Bylaw may be cited as the "Land Use Bylaw Amending Bylaw No. 24-07"

2. AMENDMENTS

2.1 That Bylaw No. 14-11 Schedule A – Land Use District Map is amended by changing the land use designation of Lot 19/20, Block 17, Plan 5894P, containing +/- 0.056 hectares (+/- 6006.13 sqft) from R1 – Single Detached Residential District to R2 – Low Density Residential District as shown below in Schedule "A".

3. EFFECTIVE DATE

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

READ A FIRST TIME this _____ day of 2024

PUBLIC HEARING HELD this _____ day of _____, 2024

READ A SECOND TIME this _____ day of _____, 2024

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

MAYOR

CHIEF ADMINISTRATIVE OFFICER

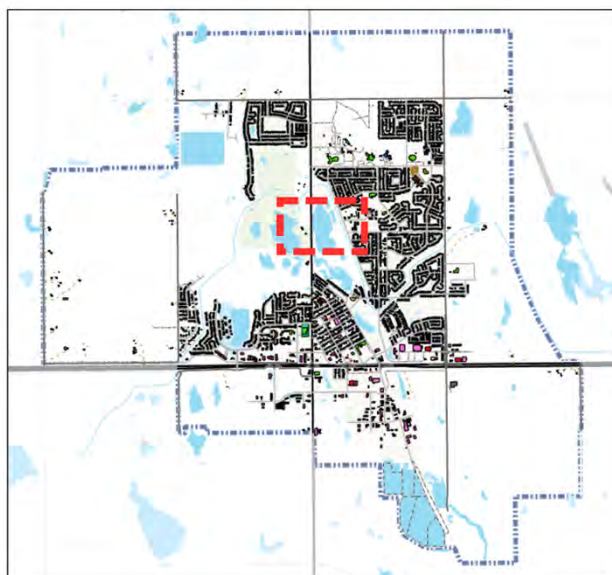
Schedule "A"



Land Use District:



R2 – Low Density Residential District





62 Lakeside Blvd - Context:



- Subject Parcel



SECTION 4 LAND USE DISTRICT PROVISIONS

4.1 R1 – SINGLE DETACHED RESIDENTIAL DISTRICT

1. **PURPOSE:** To provide for the development of single detached dwellings at low densities.

2. **USES:**

a) **Permitted**

Accessory Building or Use
 Home Office
 Housing, Single Detached
 Parks
 Protective Emergency Services
 Residential Sales Centre 1
 Utilities

Bylaw #15-22

Bylaw #17-12

b) **Discretionary**

Bed and Breakfast
 Child Care Services
 Government Services
 Group Home, Limited
 Home Occupation
 Housing Duplex
 Residential Sales Centre 2
 Secondary Suite
 Utility Building

Bylaw #15-06

Bylaw #20-04

Bylaw #17-12

3. **GENERAL SITE REQUIREMENTS:**

a) **Minimum Lot Area**

i 457.0 m² per Dwelling

b) **Minimum Lots Size Corner Lots**

i 503.0 m² per Dwelling Unit

c) **Minimum Site Width**

i 15.0 metres

ii 9.0 metres for a pie shaped lot at front yard

d) **Minimum Site Depth**

i 30.5 metres for all lots

e) **Habitable Floor Area**

i Minimum Gross Floor Area – 102 m²

Bylaw #15-06

Bylaw #20-04

f) Maximum Number of Dwellings

- i. One dwelling per lot, unless a legal Secondary Suite has been approved

Bylaw #15-01

g) Minimum Yard Setbacks – Principle Building

Bylaw #15-28

- i. Front Yard – 6.0 m
- ii. Rear Yard – 7.0 m
- iii. Side Yard - 1.5 m from a side property line shared with an internal lot; and 3.0 m from a side property line shared with a street other than a lane

h) Site Coverage

- i. Maximum total site coverage of 50%
- ii. Maximum site coverage for Accessory Buildings is 13%

i) Building Height

Bylaw #16-10

- i. 10 m for the Principal Building
- ii. 5.0 m for Accessory Buildings* see OTHER SITE REQUIREMENTS below

Bylaw #22-01

4. OTHER SITE REQUIREMENTS:

a. Pie-Shaped Lots:

- i. The minimum lot frontage of a Pie-Shaped Lot shall be 9.0m, measured between the points determined by the intersection of the side property lines and the front property line.
- ii. The minimum lot depth of a Pie-Shaped Lot shall be 30.5m, measured from the midpoint of the front property line to the midpoint of the rear property line.

b. Garages:

- i. If a principal building does not have an attached garage at the front of the Dwelling or has a garage with a side entrance with a driveway parallel to the front property line, the Minimum Front Yard Setback shall be 4.8m.
- ii. If the doors of an attached garage face any public roadway and abut a side yard, the Minimum Side Yard Setback shall be 6.0m.

c. Landscaping

- i. Minimum landscaping requirement of at least two (2) trees per internal lot and three (3) trees per corner lot.

Bylaw #22-01

d. Accessory Building

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



4.4 R2 – LOW DENSITY RESIDENTIAL DISTRICT

1. PURPOSE: To provide for low density development in the form of duplex, and semi-detached dwellings.

2. USES:

a) Permitted Uses

Accessory Building
 Home Office
 Housing, Duplex
 Housing, Semi Detached
 Parks
 Protective Emergency Services
 Residential Sales Centre 1
 Utilities

Bylaw #15-22

Bylaw #17-12

b) Discretionary Uses

Bed and Breakfast
 Child Care Services
 Government Services
 Group Home
 Home Occupation
 Housing, Single Detached
 Residential Sales Centre 2
 Secondary Suite
 Utility Building

Bylaw #15-06

Bylaw #20-04

Bylaw #17-12

3. GENERAL SITE REQUIREMENTS:

a) Minimum Lot Area

i. 235 m² for each Dwelling Unit in a Housing, Duplex and Housing, Semi-Detached

b) Minimum Site Width

- i. Housing, Single-Detached: 11 m for an Internal Lot and 12.5 m for a Corner Lot;
- ii. Housing, Duplex: 15 m for an Internal Lot and 17 m for a Corner Lot;
- iii. Housing, Semi-Detached: 7.5 m for each Dwelling Unit on an Internal Lot and 9 m for each Dwelling Unit on a Corner Lot;
- iv. Housing, Duplex and Housing, Semi-Detached on lane-less sites: Despite Subsections (3) b) ii. and iii., if a site does not share a property line with a lane either at the rear or at the side of the site and no provision is made for a Private Garage either at the front or at the side of the building, then the Approving Authority may require a site width of 18 m for an Internal Lot and a width of 20 m for a corner site.

Bylaw #15-01

c) Minimum Site Depth

i. 30.5 metres for all lots

d) Habitable Floor Area

- Bylaw #15-28 i. Minimum Gross Floor Area - 70 m² per dwelling unit

e) Minimum Yard Setbacks - Principal Building

- Bylaw #15-01 i. Front Yard – 4.0 m if the lot is served by a rear lane; and 6.0 m if the lot is not served by a rear lane
- Bylaw #15-01 ii. Rear Yard – 7.0 m
- Bylaw #15-01 iii. Side Yard – 1.5 m from a side property line shared with an internal lot; and 3.0 m from a side property line shared with a street other than a lane

f) Site Coverage

- Bylaw #16-10 i. Maximum total site coverage - 50%
- ii. Maximum site coverage for Accessory Buildings - 13%

g) Building Height

- Bylaw #22-01 i. 10.0 m for Principal Buildings
- ii. 5.0 m for Accessory Buildings* see OTHER SITE REQUIREMENTS below

4. OTHER SITE REQUIREMENTS:

Garages:

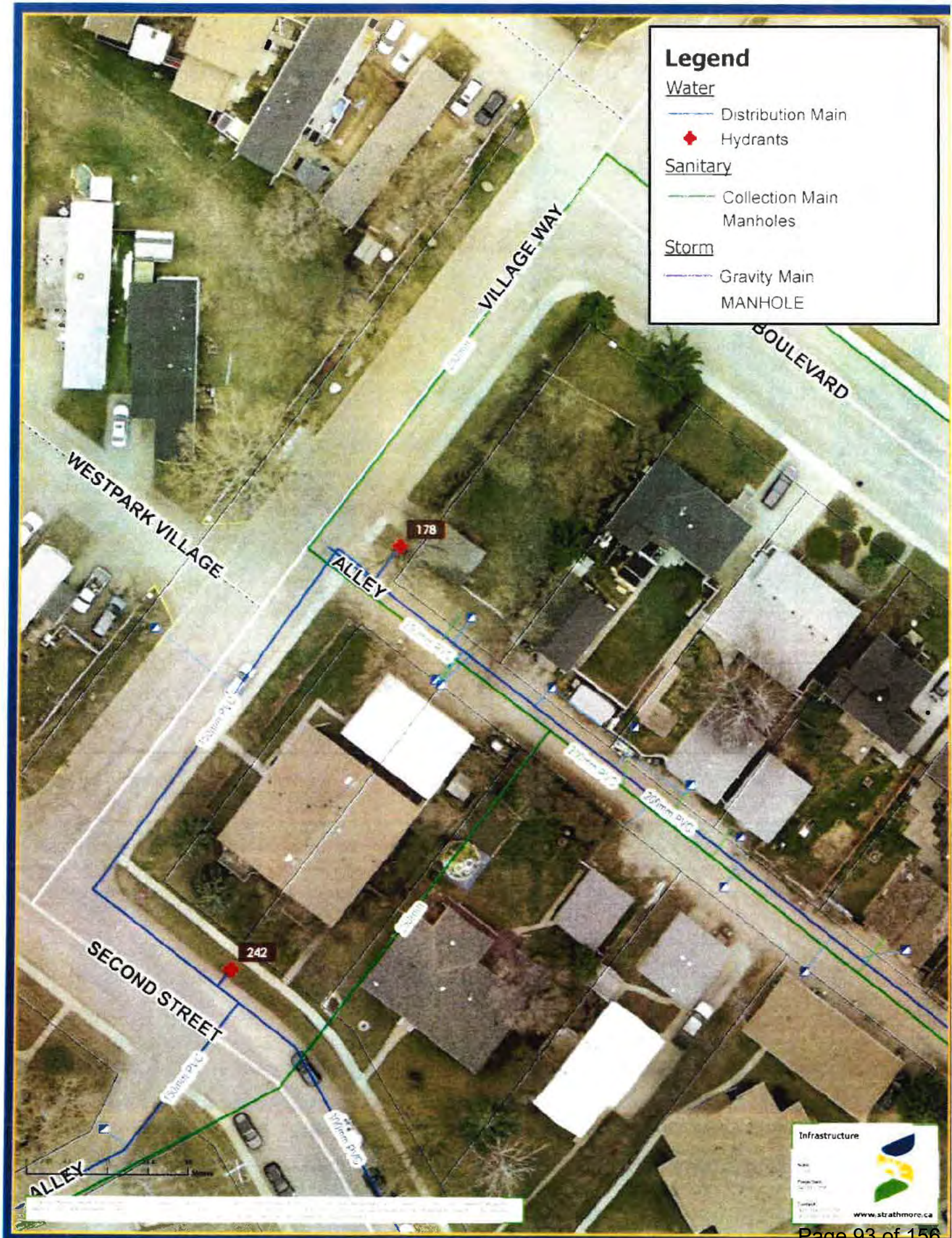
- a.** If a principal building does not have an attached garage at the front of the Dwelling, the Minimum Front Yard Setback shall be 4.8m.
- b.** If the doors of an attached garage face any public roadway and abut a side yard, the Minimum Side Yard Setback shall be 6.0m.
- c.** Notwithstanding (a) and (b) above, if there is no rear lane, and no attached front garage, there shall be one 3.3 metre side yard to allow for access to a rear detached garage.

Landscaping

- d.** Minimum landscaping requirement of at least two (2) trees per internal lot and three (3) trees per corner lot.

Bylaw #22-01 **Accessory Building**

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



Existing Lot Plan
Land Use District
R2X

LOT PLAN OF

SUBJECT PROPERTY:

LOTS 19 & 20, BLOCK 17, PLAN 5894 P
62 LAKESIDE BOULEVARD, STRATHMORE, ALBERTA

NOTES:

1. All distances and elevations are in metres and decimals thereof.
2. Elevations are Geodetic, referred to ASCM 174524 and truncated by 900m.
3. Bearings are 3TM-114 Grid and are derived from GNSS observations. CSF 0999772
4. Survey conducted May 9, 2023.

LEGEND:

SYMBOLS AND ABBREVIATIONS THAT MAY
APPEAR ON THIS PLAN

Iron Post found	●
Iron Bar found	⬮
Calculated Position	○
Boundary of Subject Property	—
Right-of-Way	—

A	A/C	I	Iron Post
ABC	As Constructed	IN	metre
A/G	Area Ground	MB	Block
AWW	Asphalt Right-of-Way	OD	Overhead Obstacles
C/L	Calculated	PR	Property Line
C/L	Calculated	R	Radius of Circle
C/L	Calculated	(R)	Radius
C/L	Calculated	Rev.	Reversed
F.S.	Found	Rev.	Reversed
FB	Foundation	R/W	Right-of-Way
FL	Flow	RAW	Right-of-Way
GL	Ground Level	WW	Water

SCALE 1:200 0 5 10 15 Metres

Dated at Okotoks, Alberta,
July 20, 2023.

M. Kent Chiswick, A.L.S.
M. Kent Chiswick, A.L.S.

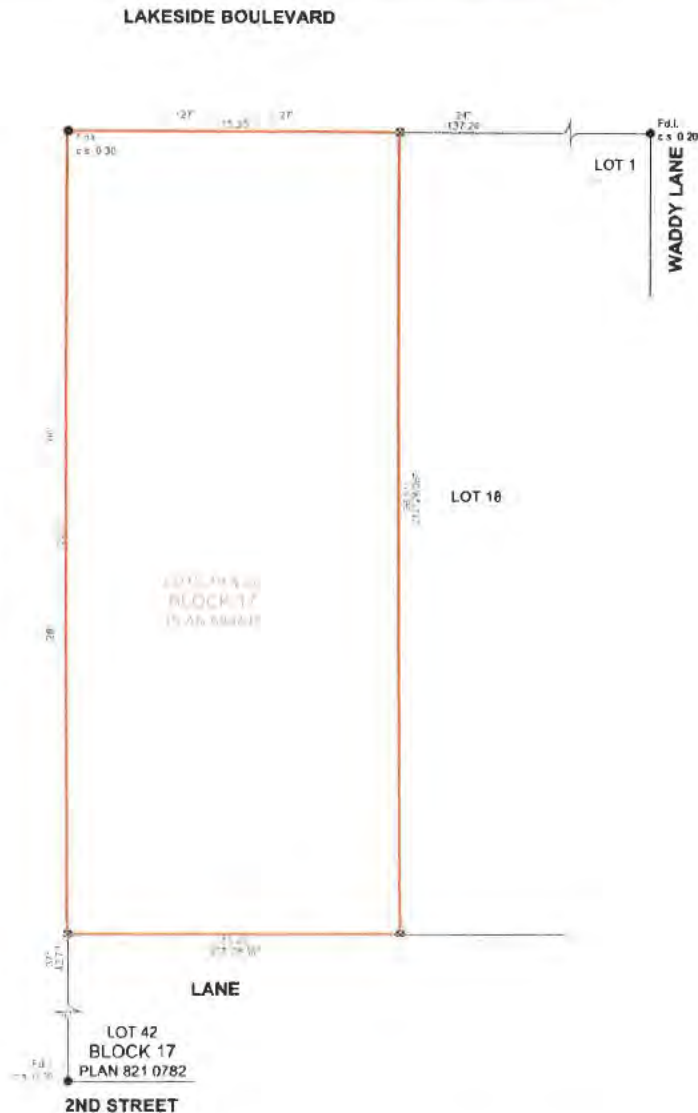
© Copyright Absolute Surveys Inc. 2023



REV	ISSUED	DATE	INITIALS
1		14.06.2023	MS/MJR
EAD File: 23-0242LOT		Job No: 23-0242	

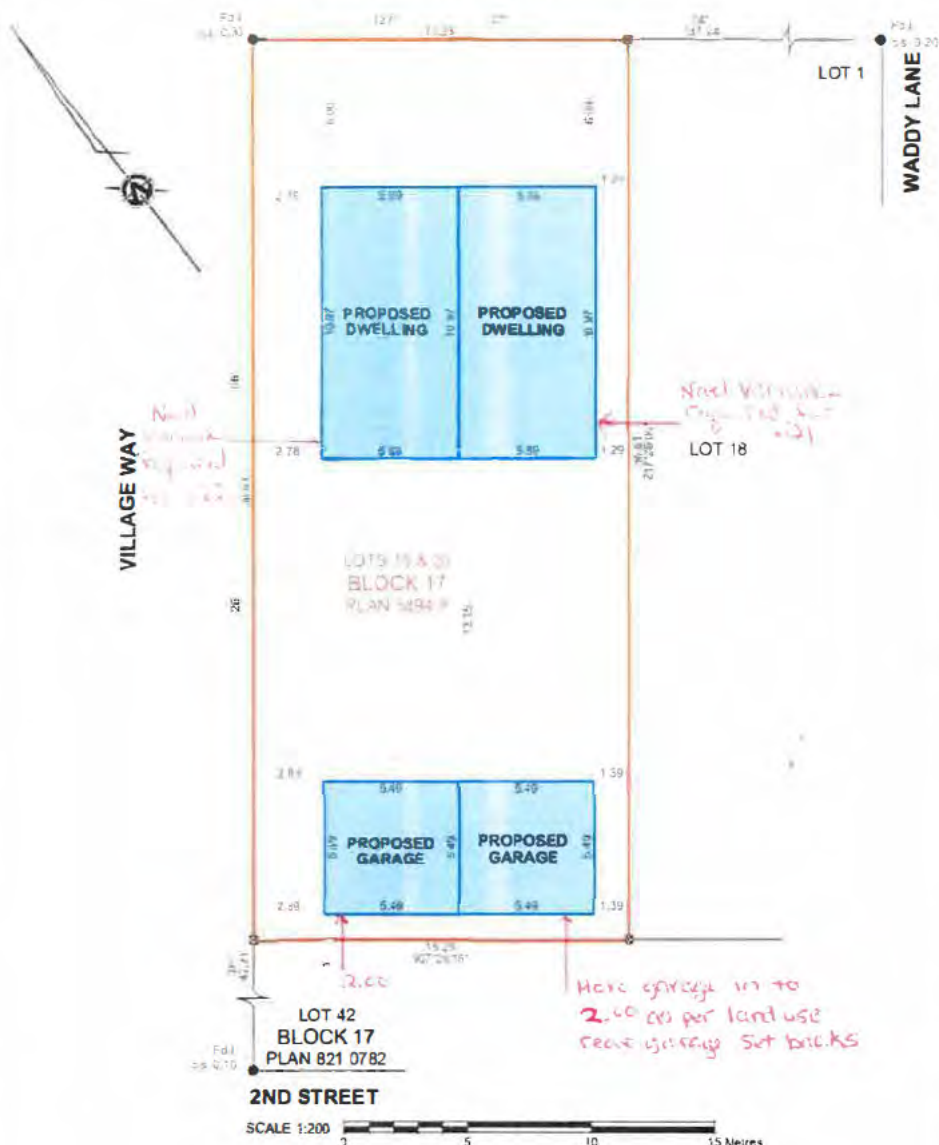


59 Elina Street West
Okotoks, Alberta T1S 1J8
Office: 587-757-0634



PLOT PLAN

LAKESIDE BOULEVARD



GENERAL NOTES:

- Distances are in metres and decimals thereof.
- Bearings are 3TM-114 Grid and are derived from GNSS observations.
- Surface features (e.g. hydrants, light standards, utility boxes etc.) may exist and not be shown.
- Plot plan must be approved by the developer and the municipality.

ZONING: R2X

Setbacks
Front 6.0m
Rear 7.0m
Side 1.5m
Side 3.0m

LOT COVERAGE:

Lot Area = 558.3 m²
Building Area = 182.9 m²
Lot Coverage = 32.7 %

SUBJECT PROPERTY:

LOT 19 & 20, BLOCK 17, PLAN 5894 P
62 LAKESIDE BOULEVARD, STRATHMORE

CLIENT: Frontier Homes Inc

Q	Issued	03/11/23	MS MOJR
REV	COMMENT	DATE	INITIALS
ABSOLUTE SURVEYS		CAD File 23-0242PP Job No. 23-0242	
59 Elm Street West Calgary, Alberta T1S 1J8 Office: 587-752-0634			



Town of Strathmore
1 Parklane Drive
Strathmore, AB T1P 1K2
(403) 934 3133

Land Use Bylaw Redesignation Application Package

Version 4 – October 2021

The Municipal Government Act authorizes requiring information for the purpose of a Land Use amendment application. The Freedom of Information & Protection of Privacy Act applies. If you have any questions, please contact the FOIP Coordinator at 403-934-3133.



Strathmore.ca

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

(403) 934-3133

**FORM 1****Application Form**

Version 4 – October 2021

*** PLEASE CONTACT A PLANNER TO DISCUSS THE CHECKLIST REQUIREMENTS FOR ALL LAND USE BYLAW AMENDMENT APPLICATIONS ***

Applications can be submitted electronically by emailing all required documents to: development@strathmore.ca or in person to the Development Services Counter at Town Hall. **Application fees must be paid at the time of submission.**

Applicant & Property Owner Information

Applicant Frontier Homes Inc	Property Owner (if different than Applicant) Sodagar Singh
Phone	Phone
Email	
Mobile	
Text	

Sec. 17, FOIP

Location of Land Use Amendment

Civic Address	62 Lakeside Blvd.		
Legal Address	Lot 19/20	Block 17	Plan 5894P

Description of Land Use Amendment

Describe why the proposed Land Use Bylaw amendment is needed to accommodate your project:

We need the land use bylaw amended because the existing one of R1 does not work as we are looking to put a duplex on the property and need the land use to be R2. *semi-detached housing*
We will also like to apply for a relaxation of set backs to the side yards of #21 and #22 to accommodate the duplex. *See Site plan.*

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

(403) 934-3133



Existing Land Use District: <div style="text-align: center; font-size: 2em;">R1</div>	
Proposed Land Use District: <div style="text-align: center; font-size: 2em;">R2</div>	
For Office Use Only	
Bylaw #:	File #: <div style="text-align: center; font-size: 1.5em;">24-07</div>
Application Fee: <div style="text-align: center; font-size: 1.5em;">\$3000</div>	

1. Failure to fully complete this form and/or supply the required information may delay your application.
2. All application fees must accompany this application prior to its review.
3. Application fees will not be refunded if Council does not approve your amendment application.

I have read, understood, and agree to the above information. The information I have provided is true, and to the best of my knowledge and abilities, is accurate and complete.

Sec. 17, FOIP

 Owner/Applicant Signature

10/05/23

 Date

 Application Screened for Completion By:
(Planner)

 Date



Strathmore.ca
1 Parklane Dr. (Box 2280)
Strathmore AB T1P 1K2
(403) 934-3133



FORM 2

Land Use Amendment Application Checklist

All information in the following checklist must be attached to every Land Use Amendment application. **THIS LIST MUST BE SIGNED AND SUBMITTED WITH THE APPLICATION FORM.**

Required Documentation and Information		
Applicant	Office	
	✓	Certificate of Title dated within 30 days of the date of your application submission
	✓	Copies of all instruments and documents registered on the Certificate of Title
✓	✓	Owner Authorization Form/Affidavit of Corporate Signing Authority (see Form 3 and Form 4)
✓	✓	Right of Entry Form (see Form 3)
	✓	Land Use Bylaw Amendment Application Fee
		Complete Site Plan (2 copies) that includes the following:
✓		a. North Arrow and Key Map (showing adjacent properties within 200m of the site)
✓		b. Existing and proposed zoning (E.g. R1N to R2 or CHWY to M1 etc.)
✓		Site Contamination Disclosure (see Form 5)
N/A		For Direct Control (DC) Districts only, a written explanation of why the Town's existing Land Use Districts cannot accommodate the proposed development.
		Digital Copies of the Entire Application Package
Additional Items that may be Required		
N/A		Environmental Review
N/A		Environmental Site Assessment
N/A		Geotechnical
N/A		Historical Resources Assessment/Overview
N/A		Slope Stability Study
N/A		Drainage Plan

NOTE: The Planner may request additional information beyond the checklist requirements.

NOTE: By signing your name on the signature line below, you agree that all information submitted on this form is true.

Sec. 17, FOIP

Owner/Applicant Signature

Date

Application Screened for Completion By: (Planner)

Date

The Municipal Government Act authorizes requiring information for the purpose of a Land Use Amendment application. The Freedom of Information & Protection of Privacy Act applies. If you have any questions, please contact the FOIP Coordinator at 403-934-3133.



Strathmore.ca

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

(403) 934-3133



FORM 3

Right of Entry & Owner Authorization Form

All information in the following form must be filled-out and submitted with every Land Use Amendment application.

OWNER AUTHORIZATION

I/We Sodagar Singh

Print name(s) of registered owner(s)

Being the registered owner(s) for 62 Lakeside Blvd. Strathmore AB

Legal description and/or municipal address of land

Do hereby authorize Pat McCaffey of Frontier Homes Inc.

Individual or firm making application

To submit a Land Use Amendment application on our behalf for the above described property.

Sec. 17, FOIP

Owner Signature by Contract

10/05/2023

Date

RIGHT OF ENTRY

I/We Pat McCaffey of Frontier Homes Inc.

Print name(s) of registered owner(s)/applicant(s)

Being the registered owner(s)/applicant(s) for lots 19/20 Block 17 Plan 5894P

Legal description and/or municipal address of land

Do hereby authorize representatives of the Town of Strathmore to enter upon the subject lands for the purpose of site inspection(s) to evaluate the proposed Land Use Amendment application.

Sec. 17, FOIP

Owner/Applicant Signature

10/05/23

Date

The Municipal Government Act authorizes requiring information for the purpose of a Land Use Amendment application. The Freedom of Information & Protection of Privacy Act applies. If you have any questions, please contact the FOIP Coordinator at 403-934-3133.



Strathmore.ca

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

(403) 934-3133



FORM 4

Affidavit of Corporate Signing Authority

I, Pat McGaffey, of Frontier Homes Inc. make oath and say:

1. I am an officer or director of Frontier Homes Inc. being the corporation named in the Land Use Rezoning / Subdivision / Area Structure Plan / and/or Development Permit application as submitted to the Town of Strathmore affecting lands legally described as:

lots 19/20, Block 17, Plan # 5894P

2. (a) I am authorized to sign the Land Use Rezoning / Subdivision / Area Structure Plan / and/or Development Permit application on behalf of the corporation without affixing a corporate seal; and
- (b) I am authorized to sign a letter appointing an agent to act on behalf of the corporation regarding the Land Use Rezoning / Subdivision / Area Structure Plan / and/or Development Permit application(s) without affixing a corporate seal; and

I hereby appoint Pat McGaffey as our agent for the above-mentioned application(s)

If Corporate seal is not used

SWORN before me at _____)

In the _____)

This _____ day of _____ A.D. 20__)

Pat McGaffey

Print Name

Sec. 17, FOIP

Signature

Affix Corporate Seal here

_____) Commissioner of Oaths

In and For the Province of Alberta



The Municipal Government Act authorizes requiring information for the purpose of a Land Use Amendment application. The Freedom of Information & Protection of Privacy Act applies. If you have any questions, please contact the FOIP Coordinator at 403-934-3133



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 Strathmore AB T1P 1K2
 (403) 934-3133



FORM 5

Site Contamination Disclosure

Please be aware further site assessments may be required as part of the review of your application.

ACTIVE ENVIRONMENTAL SITE INVESTIGATIONS

1. Are you aware of any active environmental investigations for this site? *E.g. audits, assessments, tests, surveys or studies.*

☐ YES

☒ NO

2. If you answered YES to question #1 above, please provide a brief description of each environmental investigation.

HISTORICAL SITE REMEDIATION

3. Are you aware of any historical site remediation or a request for such to occur on this site? *E.g. audits, assessments, tests, surveys or studies.*

☐ YES

☒ NO

4. If you answered YES to question #3 above, please provide a brief description.

Sec. 17, FOIP

Owner/Applicant Signature

Date

The Municipal Government Act authorizes requiring information for the purpose of a Land Use Amendment application. The Freedom of Information & Protection of Privacy Act applies. If you have any questions, please contact the FOIP Coordinator at 403-934-3133.



LAND TITLE CERTIFICATE

S
 LINC SHORT LEGAL TITLE NUMBER
 0014 426 829 5894P;17;19,20 231 122 205

LEGAL DESCRIPTION
 PLAN 5894P
 BLOCK 17
 LOTS 19 AND 20
 EXCEPTING THEREOUT ALL MINES AND MINERALS
 AND THE RIGHT TO WORK THE SAME

ESTATE: FEE SIMPLE
 ATS REFERENCE: 4;25;24;14

MUNICIPALITY: TOWN OF STRATHMORE

REFERENCE NUMBER: 141 303 752

REGISTERED OWNER(S)				
REGISTRATION	DATE (DMY)	DOCUMENT TYPE	VALUE	CONSIDERATION
231 122 205	24/04/2023	TRANSFER OF LAND	\$136,500	\$136,500

OWNERS

SODAGAR SINGH
 OF 273146 TOWNSHIP ROAD 250
 ROCKYVIEW COUNTY
 ALBERTA T1Z 0Y5

ENCUMBRANCES, LIENS & INTERESTS

REGISTRATION		
NUMBER	DATE (D/M/Y)	PARTICULARS
2986IS	19/03/1963	UTILITY RIGHT OF WAY GRANTEE - THE TOWN OF STRATHMORE. "SW 10 FEET LOTS 19 & 20"

TOTAL INSTRUMENTS: 001

(CONTINUED)

PAGE 2
231 122 205

THE REGISTRAR OF TITLES CERTIFIES THIS TO BE AN
ACCURATE REPRODUCTION OF THE CERTIFICATE OF
TITLE REPRESENTED HEREIN THIS 5 DAY OF
OCTOBER, 2023 AT 11:12 A.M.

ORDER NUMBER: 48526621

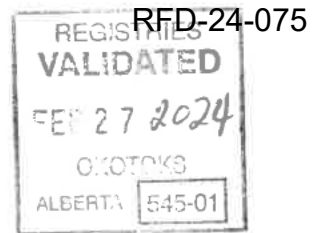
CUSTOMER FILE NUMBER:



END OF CERTIFICATE

THIS ELECTRONICALLY TRANSMITTED LAND TITLES PRODUCT IS INTENDED
FOR THE SOLE USE OF THE ORIGINAL PURCHASER, AND NONE OTHER,
SUBJECT TO WHAT IS SET OUT IN THE PARAGRAPH BELOW.

THE ABOVE PROVISIONS DO NOT PROHIBIT THE ORIGINAL PURCHASER FROM
INCLUDING THIS UNMODIFIED PRODUCT IN ANY REPORT, OPINION,
APPRAISAL OR OTHER ADVICE PREPARED BY THE ORIGINAL PURCHASER AS
PART OF THE ORIGINAL PURCHASER APPLYING PROFESSIONAL, CONSULTING
OR TECHNICAL EXPERTISE FOR THE BENEFIT OF CLIENT(S).



ALBERTA GOVERNMENT SERVICES LAND TITLES OFFICE

IMAGE OF DOCUMENT REGISTERED AS:

2986IS .

ORDER NUMBER: 49830776

ADVISORY

This electronic image is a reproduction of the original document registered at the Land Titles Office. Please compare the registration number on this coversheet with that on the attached document to ensure that you have received the correct document. Note that Land Titles Staff are not permitted to interpret the contents of this document.

Please contact the Land Titles Office at (780) 422-7874 if the image of the document is not legible.

REGN. FEE	5-
EXTRA NEW TITLE	
ABSTRACT	
GEN. CERT.	
CERT. OF CHG.	
ASSET. FULT	
New Value	
Old Value	
INC. TAX	
TOTAL FEES	5-
CLERK	
CHARLES D. [Signature]	

1986 IS.

22.



Not in Book reg

I certify that the within instrument
 is duly Entered and Registered in the Land
 Titles Office for the South Alberta Land
 Registration District at Calgary, Alberta
 on the 19 day
 of March A.D. 1986
 as witnessed by me
 Folio 84
 2. [Signature]
 SALMO

- 2 -

The right, privilege and easement hereinbefore granted shall extend to and be binding upon and enure to the benefit of the successors, transferees and assigns of the parties hereto.

The Town will indemnify and save harmless the said Grantor against all actions, claims and demands which may be brought or made against him by reason of anything done by the Town, its servants, agents, employees or workmen in the exercise of the rights, privileges and liberties herein granted.

IN WITNESS WHEREOF The Town of Strathmore has hereunto caused to be affixed its Corporate Seal attested by the signatures of its proper signing officers, and have hereunto subscribed and set our hand and seal as of this 22 day of October A.D. 1962.

THE TOWN OF
BY:

Sec. 17, FOIP

Mayor

Sec. 17, FOIP

SIGNED, SEALED AND DELIVERED)
by Hermann Fischer)
in the presence of:)

Sec. 17, FOIP

Sec. 17, FOIP

Witness

CANADA:)
PROVINCE OF ALBERTA:)
TO WIT:)

AFFIDAVIT OF EXECUTION

I, Joseph Thomas, of the
in the Province of Alberta, Secretary-Treasurer (Occupation),
MAKE OATH AND SAY:-

1. That I was personally present and did see
Hermann Fischer, who is personally
known to me to be person named therein, duly sign and execute
the same for the purpose named therein.
2. That the same was executed at the Town of Strathmore in the
Province of Alberta, and that I am the subscribing witness thereto.
3. That I know the said Hermann Fischer
and he is, in my belief, of the full age of twenty-one years.

SWORN BEFORE ME at the Town)
Strathmore, in the Province of)
Alberta, this 22 day of)
October, A.D. 1962.)

Sec. 17, FOIP

Sec. 17, FOIP

A COMMISSIONER FOR OATHS in and
for the Province of Alberta.

EASEMENT

I, Hermann Fischer² of Strathmore, Alberta
(hereinafter called the "Grantor"), being
the registered owner of an estate in fee simple of and in:

Lots nineteen(19) and twenty(20) in Block Seventeen(17) according to a Plan
of record in the Land Titles Office for the south Alberta Land Registration
District as

Strathmore 5894 P
Reserving unto Canadian Pacific Railway Company all mines and minerals and
the right to work the same

DO HEREBY in consideration of the sum of One Dollar (\$1.00) and other
good and valuable consideration GIVE, GRANT and TRANSFER unto THE TOWN OF
Strathmore and its Appointees (hereinafter called the Town) the
right and privilege and easement of a right-of-way over the following des-
cribed lands:

The south west ten(10) feet of Lots nineteen(19) and twenty(20) in Block
seventeen(17) according to a Plan of record in the Land Titles Office for
the South Alberta Land Registration District as

Strathmore 5894 P
Reserving unto Canadian Pacific Railway Company all mines and minerals
and the right to work the same

Hereinafter referred to as the said land

sufficient for the putting down, taking up, re-laying, connecting, disconnect-
ing, constructing, inspecting, maintaining and operating sewer, water or
other utility lines the said right, privilege and easement being subject to
the following terms and conditions which are hereby agreed to by and between
the Town and Grantor.

The said right, privileges and easements shall be for such time as
the said sewer, water or other utility lines (including electrical trans-
mission, gas lines, or telephone lines of the Town's Appointees) are
required by the Town or its Appointees, as the case may be.

The Town, its tenants, servants, workmen and agents shall have the
full and free right and liberty to have ingress and egress and to pass and
repass on the said lands either on foot or by means of vehicles or necessary
machinery whatsoever and to remain on the said lands for all purposes of
putting down, taking up, re-laying, connecting, disconnecting, repairing,
reconstructing, inspecting, maintaining and operating the said sewer, water
or other utility lines (including electrical transmission, gas lines, or
telephone lines of the Town's Appointees).

The Town will lay down, take up, re-lay, connect, disconnect, main-
tain and operate all such utility lines in a proper and workmanlike manner
and when any excavations or workings are made or undertaken in connection
therewith, the land used therefor, so far as is reasonably practicable,
will be restored to its former condition and the Town will do as little
injury as possible to the said lands. It is understood and agreed that
replacement of trees, shrubs and landscaping other than grass is not rea-
sonably practicable.

The Grantor covenants that it will not build or permit to be built
any building of any kind or permit any structure to be erected or plant
or allow to be planted any tree or shrub which will prevent or hinder the
exercise of the rights hereinbefore granted. Reasonable signs or advertising
devices are, however, permitted.

The easement herein and covenants herein contained are and shall be
covenants running with the land.

DATE Dec 27 1962
SURVEYOR TO THE L.T.O.
PER [Signature]

Dower Affidavit

I, **Hermann Fischer**
in the Province of **Alberta**

of **Strathmore, Alberta**

Make Oath and say:

(OCCUPATION) **Section Foreman**

1. THAT I am the TRANSFEROR (or duly appointed agent acting under power of attorney in my
favour dated the _____ day of _____ A.D. 19____, granted by the
named in the within (or annexed) instrument.

2. THAT I am (or my principal is) not married.

OR

THAT neither myself nor my spouse (or my principal nor his spouse) have resided on the within mentioned land at any time since our
(or their) marriage.

OR

THAT a judgment for damages was obtained against me by my spouse (or my principal by his spouse) and registered in the Land Title
Office as No. _____ dated the _____ day of _____ A.D. 19____.

Subscribed before me at **Strathmore**
in the Province of **Alberta**
this **22** day of **October**
A.D. _____

Sec. 17, FOIP

Sec. 17, FOIP

A Commissioner for Oaths in and for the Province of Alberta



Request for Decision

Staff Contact: Andre Ulloa, Asset Management Officer

Date Prepared: April 24, 2024

Meeting Date: May 1, 2024

SUBJECT: Asset Management Program Update

RECOMMENDATION: THAT Council accept the report as information.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The asset management program is aligned with Council's vision of financial sustainability. As defined in the Town's Asset Management Policy, the asset management program will assist with reducing overall Town debt, building financial reserves, maintaining existing assets, and planning for sustainable growth.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

N/A

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

There are no financial implications, other than staff time required to produce this report.

POLICY:

The Town's Asset Management Program is governed by the Asset Management Policy (Policy Number 1810)

IMPLEMENTATION:

N/A

BACKGROUND:

In January, 2023, the Town Adopted the Asset Management Policy (Policy Number 1810). The attached report provides and update on the progress of the asset management program.

The Town of Strathmore is developing its asset management system. The asset management system is, not necessarily a technological system, but a business model or standard management approach to maximize the Town's investment in service provision for residents, non-residents and businesses. The asset management system is developed through the Town's asset management program. The submitted report will inform on the progress of the asset management program.

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

Make council aware of the Town's Asset Managment Program

COMMUNICATIONS:

The asset management program continues to progress and remains on track. Much of the foundational work within electronic systems has now been completed. The creation of our asset management registry will be an ongoing process of continuous improvement. Focus within the next year will shift to incorporating asset management practice into our budgeting process. Current projects will better equip budget owners to adopt asset management practices. The full adoption of asset management practice will be an iterative process that will involve the entire organization. Gains made in our asset management program are encouraging and is positively influencing the Town.

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: Asset Management Update](#)

Andre Ulloa, Asset Management Officer

Approved
- 25 Apr
2024

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

Approved
- 25 Apr
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 26 Apr
2024

Asset Management Program Update



Strathmore

Asset Management
Program Update
Spring 2024



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Introduction

The Town of Strathmore is developing its asset management system. The asset management system is, not necessarily a technological system, but a business model or standard management approach to maximize the Town's investment in service provision for residents, non-residents and businesses. The asset management system is developed through the Town's asset management program. This report will inform on the progress of the asset management program.

Objectives

This Asset Management Update report is being created to provide council and senior leadership with insights on:

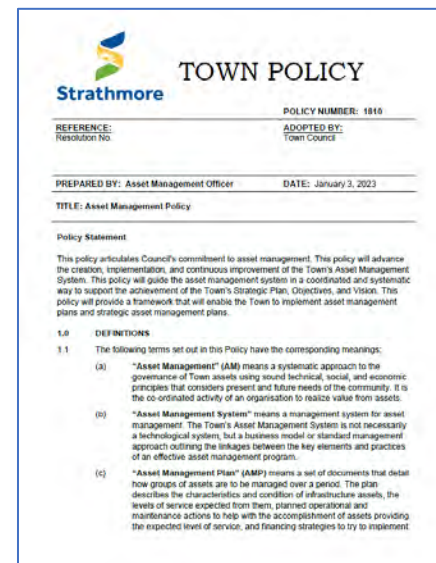
- Activities from 2023 to Spring 2024
- Current activities for the asset management program
- An update on the Asset Management Road Map

AM Program Progress

This section details the activities from January 2023 to Spring 2024. Not exhaustive, it will highlight the major milestones accomplished in the asset management program.

Asset Management Policy

The asset management policy was passed in January of 2023. The policy articulates Council's commitment to asset management and provides a framework that will enable the Town to implement asset management plans and strategic asset management plans. See the Appendix for the policy.

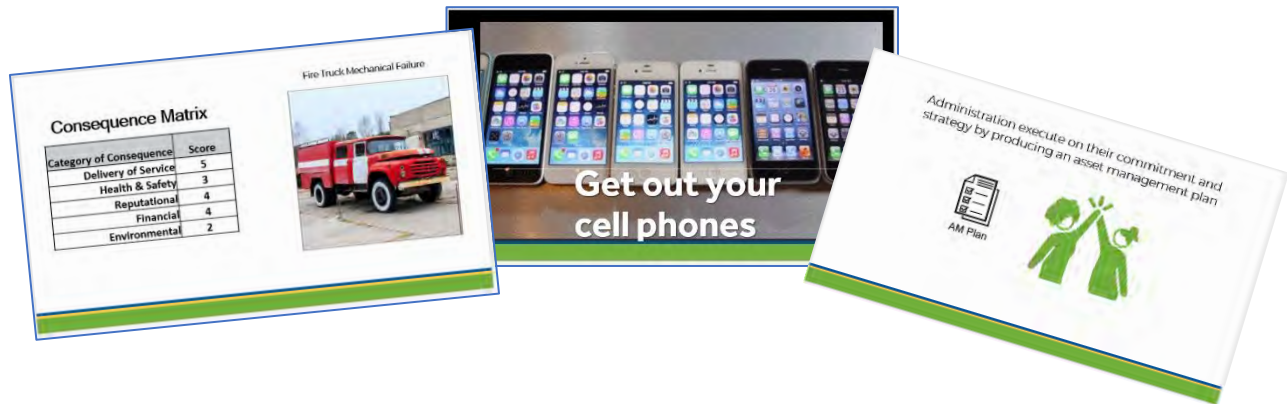


Asset Management Policy

Training

Staff are responsible to follow the responsibilities outlined within the Asset Management Policy. To better facilitate compliance, department specific training was provided to our staff. The training highlighted the Asset Management Policy and communicated its application for each department.

In addition, a lunch and learn series was completed in 2023. The interactive training highlighted the benefit of the asset management program through real world scenarios. Participants were asked to view service delivery through the lens of local government administration, council, and residents. The exercises provided insight on how alignment is required between council objectives, operational activities, and strategic planning for the benefit of a community.

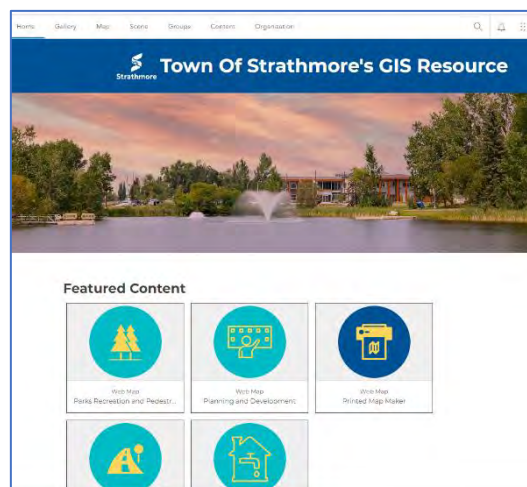


Slides From Staff Training

Electronic System Updates

The asset management system is heavily informed by Town databases and electronic records. To facilitate the creation of asset management plans Town systems were upgraded to better capture, maintain and disseminate asset information. These updates were done using internal resources and required the collaboration of staff within the Infrastructure, Operations, & Development Services department and the Strategic, Administrative & Finance, Legislative Services Department.

These updates were a strategic step required for the creation and centralization of the asset registry. Two main systems were involved. The first is the Town's GIS system. It is known as the "Strathmore GIS Portal". The second is the Town's asset management software solution, Cityworks. These systems will now work in unison to collect the Town's asset information which includes cost, condition, quantity, as well as other details.

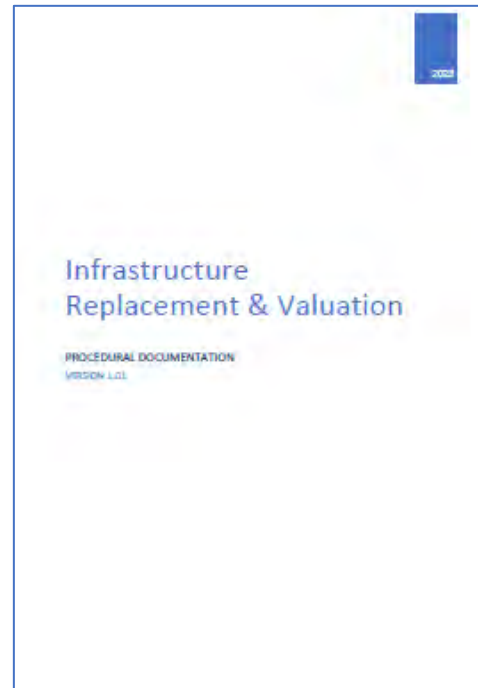


Town GIS Portal

Process Updates

As described above the asset management system is a standard management approach to maximize the Town's investment in service provision for residents, non-residents and businesses. Integral in our system are the process that relate to the management of assets.

For example, updates were made to the process of valuating contributed assets. Contributed assets are assets owned by the Town. The previous methodology for valuing contributed assets has been improved upon. Portions of the new process have been automated allowing staff to update asset records quickly and with less chance of error. The procedures are now documented. A standard operating procedure for the valuation of contributed assets has been drafted and reviewed by Town staff. The document is now in use within the organization.



Example of Internal Stand Procedure Documents

Data Improvements

The asset management program has focused its attention on the information that will be central in the development of Town asset management plans. This focus includes but is not limited to:

- The accuracy of our information
- The completeness of records
- The documentation of data management
- The availability of information to budget owners

Data Audits and Review

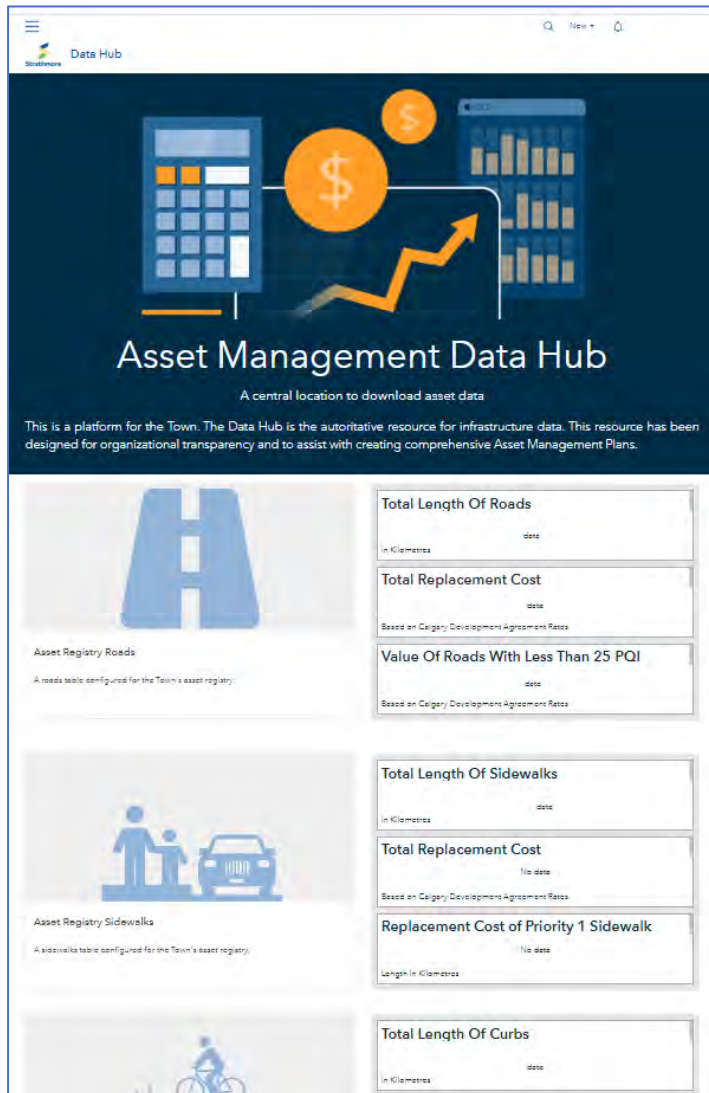
To ensure the accuracy and completeness of our information data audits and data reviews have been conducted. An internal audit of our vehicle inventory was completed. The internal audit was used to improve existing data. The new information is now available to staff and was used to create a 10-year capital replacement plan.

A review of our infrastructure data was conducted. This review compared different asset datasets and established the basis for a new Asset Registry. The results of this review have been shared internally and is being used to strategize future improvement.

Current AM Program Projects

This section will describe the current projects that will be completed within the next 3 to 6 months.

These projects are those that are currently under development.



Centralized Asset Registry - AM Data Hub

Centralized Asset Registry & Data Hub

The Data Hub is the authoritative resource for infrastructure data in the Town and will be used going forward as a centralized asset registry. The Data Hub is a web based internal resource available internally. This resource is being designed for organizational transparency and to assist with creating comprehensive asset management plans. The goal of this project is to:

Create a data resource that is well communicated and documented available to all appropriate staff which we can use for strategic planning.

This resource is currently being developed and will be presented to staff during the training course on asset management budgeting in Q2 2024.

Training - Asset Management Budgeting

Asset management training will continue with a focus on budgeting. Scheduled for Q2 2024 this training will provide budget owners with both theoretical and practical training to prepare for the 2025 budget. The training will be conducted internally. Course content will include discussion on the current year's budgeting process, asset management methodologies, and will involve conversations on how to align current processes with asset management practice.

Data Dictionary

The data dictionary is a living document. It will define how information is being administered within the asset registry. Once fully drafted, the document will outline how the Town is creating, updating, and maintaining all information required to produce asset management plans. Outlining the data governance practice for the asset registry is an important component for long term sustainability of the asset management program.

AM Program Road Map

Guiding the Town asset management program is a road map. This document was created in 2022 and defines activities in the asset management program until the end of 2025. The road map is a simple visual display that is updated once a year by the Asset Management Steering Committee. Below is the most recent version of this document.

Town of Strathmore Asset Management Roadmap

Focus Areas	2022				2023				2024				2025				2026			
	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Policy & governance																				
People & Leadership																				
Data & Information																				
Planning & decision-making																				
Contribute to AM Practice																				

Asset Management Activities:

1. Senior management and council have passed and endorsed the AM Policy
2. Define strategy for our Asset management Program
3. Establish performance measures to monitor AM Progress, outcomes, and benefits
4. Council inclusion, training
5. Identify AM cross-functional AM Team
6. Program outlined in TOR, complementary 1 to 3-year road map
7. Asset Management Plans for Critical Services
8. Create an Asset Registry and centralize critical asset data


Conclusion

The asset management program continues to progress and remains on track. Much of the foundational work within electronic systems has now been completed. The creation of our asset management registry will be an ongoing process of continuous improvement. Focus within the next year will shift to incorporating asset management practice into our budgeting process. Current projects will better equip budget owners to adopt asset management practices. The full adoption of asset management practice will be an iterative process that will involve the entire organization. Gains made in our asset management program are encouraging and is positively influencing the Town.

Acknowledgements

This report acknowledges Jamie Dugdale for his guidance and constant consultation with matters involving asset management. Thank you to senior leadership for their support of Asset Management. The asset management steering committee has proven a valuable resource. The participation of each member has improved the Town's asset management program. A special thank you to Seth Whitney who has proven an invaluable member of the Strathmore staff. His assistance with the asset registry, documentation, automations, and general expertise has driven the asset management forward.

Appendix

 <h2 style="text-align: center;">TOWN POLICY</h2>	
POLICY NUMBER: 1810	
REFERENCE: Resolution No. 009.01.23	ADOPTED BY: Town Council January 18, 2023
PREPARED BY: Infrastructure, Operations & Development Services	DATE: January 3, 2023
TITLE: Asset Management Policy	
POLICY STATEMENT This policy articulates Council's commitment to asset management. This policy will advance the creation, implementation, and continuous improvement of the Town's Asset Management System. This policy will guide the asset management system in a coordinated and systematic way to support the achievement of the Town's Strategic Plan, Objectives, and Vision. This policy will provide a framework that will enable the Town to implement asset management plans and strategic asset management plans.	
1.0 DEFINITIONS	
1.1	The following terms set out in this Policy have the corresponding meanings: <ul style="list-style-type: none"> (a) "Asset Management" (AM) means a systematic approach to the governance of Town assets using sound technical, social, and economic principles that considers present and future needs of the community. It is the co-ordinated activity of an organisation to realize value from assets. (b) "Asset Management System" means a management system for asset management. The Town's Asset Management System is not necessarily a technological system, but a business model or standard management approach outlining the linkages between the key elements and practices of an effective asset management program. (c) "Asset Management Plan" (AMP) means a set of documents that detail how groups of assets are to be managed over a period. The plan describes the characteristics and condition of infrastructure assets, the levels of service expected from them, planned operational and
Page 1 of 4	

Town of Strathmore

Policy No. 1810

the expected level of service, and financing strategies to try to implement the planned actions. This document also addresses the impacts and maintenance risks associated with owning the assets.

- (d) **"Life Cycle"** means the time interval that commences with the identification of the need for an asset and terminates with the disposal of the asset.
- (e) **"Life Cycle Cost"** means the total cost of an asset throughout its life including planning, design, construction, acquisition, operation maintenance, rehabilitation, and disposal costs.
- (f) **"Level of Service"** means a defined service for a particular activity or service area against which service performance may be measured. Service levels usually relate to quality, quantity, reliability, responsiveness, environmental acceptability, and cost.
- (g) **"Strategic Asset Management Plan"** means a document that defines the high-level long-term approach to asset management.
- (h) **"Sustainability"** means achieving or retaining an optimum compromise between performance, costs, and risk of the asset life, while avoiding adverse long-term impacts to the organization from short term decisions.

2.0 APPLICATION

2.1 This policy applies to all departments and employees of the Town that have a direct or indirect link with assets and asset systems that are owned in whole or in part, leased, or operated by the Town. The application will be subject, but not limited, to the following individuals:

- (a) Town of Strathmore Employees; and
- (b) Members of Town Council.

2.2 This policy applies to the following asset categories, but is not limited to:

- (a) Recreation and Civic Facilities;
- (b) Parks and Pathways;
- (c) Roads and Sidewalks;
- (d) Water Distribution;
- (e) Sewer Collection Treatment and Disposal;
- (f) Storm Water Collection and Disposal;
- (g) Natural Assets;

Town of Strathmore

Policy No. 1810

- (h) IT Systems;
- (i) Fleet Vehicles;
- (j) Machinery and Equipment; and
- (k) Fire Suppression Equipment

3.0 RESPONSIBILITIES

3.1 Council is responsible for:

- (a) Approving this policy and any amendments to it;
- (b) Reviewing this policy once every Term; and
- (c) Supporting the development and improvement of the Town's Asset Management Program.

3.2 The CAO is responsible for:

- (a) Communicating the vision of the asset management program at a corporate level;
- (b) Ensuring compliance with the asset management policy; and
- (c) Supporting staff in their role to develop and use Asset Management Plans (AMP).

3.3 Staff are responsible for:

- (a) Implementation of the policy through the development and use of a Strategic Asset Management Plan (SAMP); and
- (b) Continually working to optimize processes for the creation, operation, maintenance, and disposal of assets as well as promote service levels that balance citizen expectations with cost and risk.

4.0 POLICY

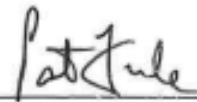
4.1 The Town of Strathmore will make reasonable efforts to:

- (a) Maintain and manage municipal assets at defined levels to support public safety, community well being, and the program's and plans of Council;
- (b) Develop and maintain asset inventories of the Town's municipal assets;

Town of Strathmore

Policy No. 1810

- (c) Establish asset replacement strategies using full life cycle costing principles;
- (d) Plan financially for the appropriate level of maintenance of assets to deliver levels of service and extend the useful life of assets, provide stable long-term funding to operate, maintain, replace, renew, or decommission assets;
- (e) Make the commitment to maintain, within reason, the necessary corporate capacity including but not limited to resourcing, financial support, staff competencies, business processes, data and integrated information systems, to support the elements and practices of the asset management program;
- (f) Identify assets that have a role in service delivery to the town and develop strategies within the asset management plan to minimize risk to the service delivery;
- (g) Incorporate asset management in its other corporate plans;
- (h) Develop and enhance asset management knowledge and competencies to ensure the availability of skill sets required for the implementation of asset management programs;
- (i) Establish organization accountability and responsibility for asset inventory, condition, use and performance of assets;
- (j) Define and document service, maintenance and replacement levels and outcomes;
- (k) Minimize total life cycle costs of assets;
- (l) Minimize risk to users and risks associated with failure;
- (m) Achieve/pursue best practices where applicable by using industry guidelines; and
- (n) Report on the performance of the Town's asset management program as required.



MAYOR


DIRECTOR OF STRATEGIC, ADMINISTRATIVE
AND FINANCIAL SERVICES



Request for Decision

To: Mayor & Council

Staff Contact: Ethan Wilson, Manager of Infrastructure

Date Prepared: April 18, 2024

Meeting Date: May 1, 2024

SUBJECT: Drought Plan 2024

RECOMMENDATION: Information for Council.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



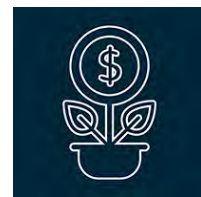
Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

Preparing and reacting to changes in the local climate is an everlasting endeavor that is undertaken by Administration on a regular basis. As forecasts for the 2024 summer were being prepared it was obvious that drought was a very real possibility; as such, preparations have been ongoing at all levels of government to minimize the impacts to all citizens.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

Water conservation is always important. In times of drought, however, it becomes of utmost importance to protect the environment, the economy, and the local population.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Water is essential for life, both for human consumption and agricultural production to support the basic needs of life. In order to ensure that everyone has access to this vital resource, commitments must be made by everyone to reduce usage in times of limited supply. 2023 saw water supplies become limited and restrictions were put in place in the late summer and fall to ask citizens to reduce their usage. 2024 is anticipated to be similar, and possibly more severe, requiring everyone to again do their part and be conscious of the water they are using.

ORGANIZATIONAL:

In order to lead by example, the Town is also doing their part to limit water use. This may include reduced irrigation, limited vehicle washing, adjusted maintenance practices, and general reduction in water usage.

OPERATIONAL:

See Organizational Implications above.

FINANCIAL:

Impacts to the budget are not anticipated at this time.

POLICY:

Bylaws and Policies will be reviewed and should changes be required, they will be brought to Council for consideration.

IMPLEMENTATION:

Restrictions will be implemented based on the direction of the Province of Alberta, the City of Calgary, or Council and based on the information available as the drought situation develops.

BACKGROUND:

Drought is anticipated to continue through 2024, following the drought conditions experienced in 2023. In order to do our part, the Town is regularly evaluating the situation and implementing appropriate restrictions to water usage to ensure everyone in the region has reasonable access to the water necessary for life and the production of food. A verbal update is being provided to council with the information available at this time, further updates may be provided based on how the drought situation evolves and the availability of water changes.

KEY ISSUE(S)/CONCEPT(S):

Limiting water use and doing our part for the greater good is important to ensure that all Albertan's have access to water, not just the residents of Strathmore.

DESIRED OUTCOMES:

The goal of water restrictions is to ensure that everyone has access to adequate amounts of water. The amount of restrictions is based on the availability of water in the basin balanced with the needs of all citizens.

COMMUNICATIONS:

Communications have started to occur and will continue regularly as the situation evolves.

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: Drought Plan 2024](#)

Ethan Wilson, Manager of Infrastructure

Approved
- 22 Apr
2024

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

Approved
- 22 Apr
2024

Veronica Anderson, Legislative Services Officer

Approved
- 22 Apr
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 23 Apr
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 24 Apr
2024



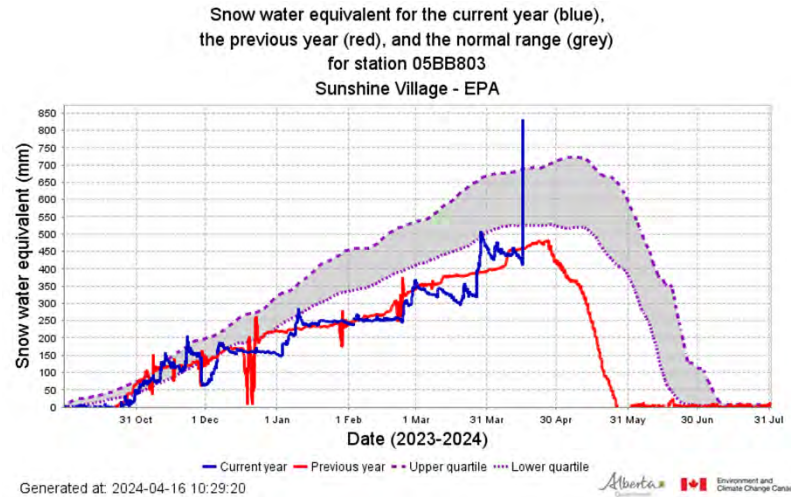
Drought Plan 2024



Strathmore
RURAL REIMAGINED

RFD-24-087

PROVINCIAL UPDATES - APRIL



April 15 Snowpack update:



Bow River basin – 11 of the 17 sites were in the normal range or above. Sunshine Village is the lowest and is approximately 100 mm below the normal range.

April 16 Reservoir update:

Bow River basin – 4 of the 6 Trans-Alta Utilities reservoirs are at a volume lower than 40% of capacity. Irrigation Reservoirs downstream of Calgary are sitting at levels ranging from 85-96% capacity.





MOU'S – APRIL 19, 2024

Bow River Basin

Parties – BRID, City of Calgary, Ducks Unlimited, EID, Nutrien, TransAlta, and WID

Activation – Water Supply Outlook < Water Demand

Principles

- Municipalities reduce water usage by 5-10% compared to expected 2024
- Industry to withdraw minimum volume to maintain safe, reliable operations
- TransAlta to optimize storage for flood and drought risk
- Irrigation Districts to share remaining water proportionally based on acres



MASTER SERVICING AGREEMENT

Water Shortage, Outage, and Conservation





- (a) encourage voluntary Potable Water usage restrictions when the same are declared by the Director in respect of The City and/or other Regional Customers
- (b) impose compulsory restrictions when the Director declares applicable Potable Water usage restrictions in The City and/or in respect of other Regional Customers as a result of the occurrence of a Water Shortage or outage
- (c) encourage the use of industry best practices for water conservation



OUTDOOR WATERING RESTRICTIONS






Outdoor water restriction stages

There are four stages of mandatory outdoor water restrictions, based on the severity of the water shortage. These restrictions are enforceable by the Water Utility Bylaw 40M2006.

	STAGE 1	STAGE 2	STAGE 3	STAGE 4
Sprinklers 	YES 2 hr max., one day/week	YES 1 hr max., one day/week	NO	NO
	Watering schedule is based on house number: Even house number: Wednesday or Saturday Odd house number: Thursday or Sunday Watering is allowed between: <ul style="list-style-type: none"> • 4 a.m. – 7 a.m.; or • 9 a.m. – 11 a.m.; or • 7 p.m. – 10 p.m. 		NO	NO
Hoses with spray nozzle  Only for gardens, trees and shrubs	YES Any day/time	YES Any day/time	NO	NO
Hand watering 	YES Any day/time	YES Any day/time	YES Any day/time	NO
Watering new grass 	YES Any day/time	YES Any day/time	YES Any day/time	NO

Outdoor water restriction stages

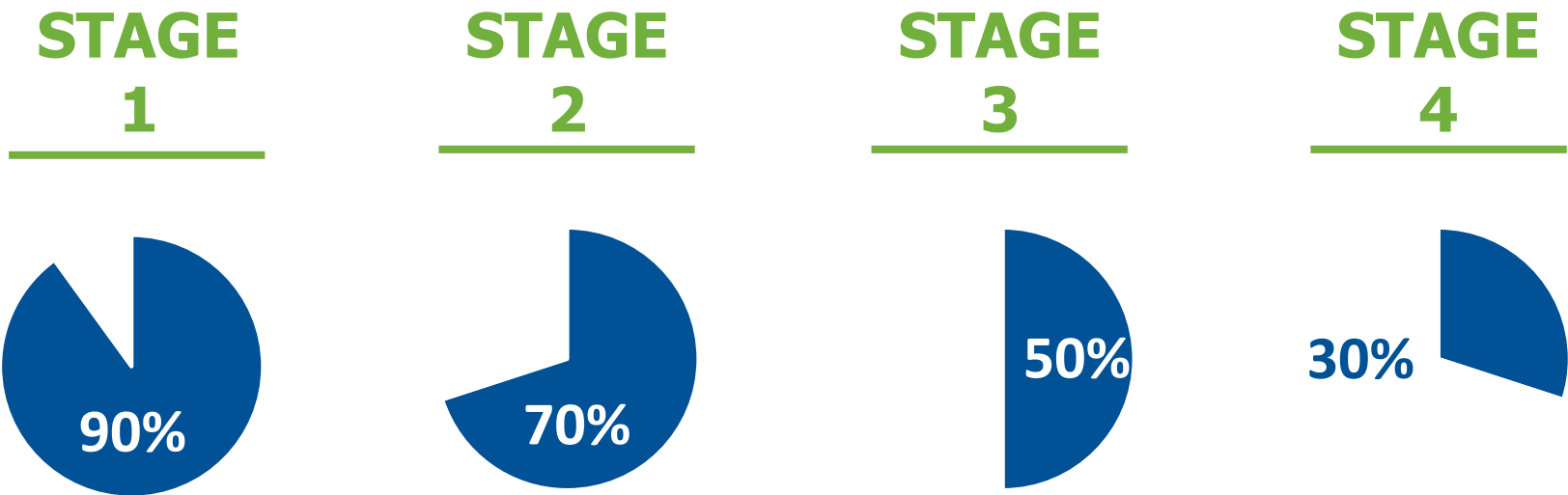
There are four stages of mandatory outdoor water restrictions, based on the severity of the water shortage. These restrictions are enforceable by the Water Utility Bylaw 40M2006.

	STAGE 1	STAGE 2	STAGE 3	STAGE 4
Washing outdoor:  Cars, windows, exterior building surfaces, sidewalks, driveways or walkways	NO	NO	NO	NO
Filling outdoor pools or hot tubs 	YES Any day/time	YES Any day/time	NO	NO
Filling of fountains and other decorative features 	NO	NO	NO	NO
Water use for construction purposes including grading, compaction and dust control 	YES Any day/time	YES Any day/time	YES Any day/time	NO
Water use after applying pesticides or fertilizer 	NO	NO	NO	NO

OUTDOOR WATERING RESTRICTIONS

Special Outdoor Watering Restrictions				
Method and Use	Stage 1	Stage 2	Stage 3	Stage 4
Sprinklers - lawns, gardens, trees and shrubs	Yes - 2 hr max., one day/week	Yes - 1 hr max., one day/week	No	No
Watering is allowed between: 4:00 a.m. to 10:00 a.m., or 5:00 p.m. to 10:00 p.m.				
Hoses with spray nozzles - gardens, trees, and shrubs Filling outdoor pools or hot tubs	Yes any day/time	Yes any day/time	No	No
Hand watering - gardens, trees, and shrubs Watering new grass (sod or seed) Water use for construction	Yes any day/time	Yes any day/time	Yes any day/time	No
Washing outdoor buildings, structures, & vehicles Filling of fountains & other decorative features Pesticide or fertilizer application requiring potable water	No	No	No	No
Exterior structures, windows & vehicle washing is permitted in accordance with health & safety regulations				
For the complete listing of Special Outdoor Watering Restrictions and information for ICI properties view the Water Utility Bylaw, under Environmental Bylaws .				

2024 OUTLOOK



2024 OUTLOOK

Impacts to Residents

- Limitations on Outdoor Watering
- Hand Watering to limit over-watering
- No Outdoor Washing
- No Decorative Water Features



Impacts to Operations

- Reduce watering of Parks
- Critical Unidirectional Flushing only
- Limited Vehicle Washing
- Reduced or Optimized Spray Park Hours



WATER CONSERVATION EFFORTS



Drought Tolerant
Plantings



Shared Bath
Water



Water in the
Morning &
Evening



Mulch Gardens



Shorter Showers



Full Laundry
Loads



Collect Rainwater

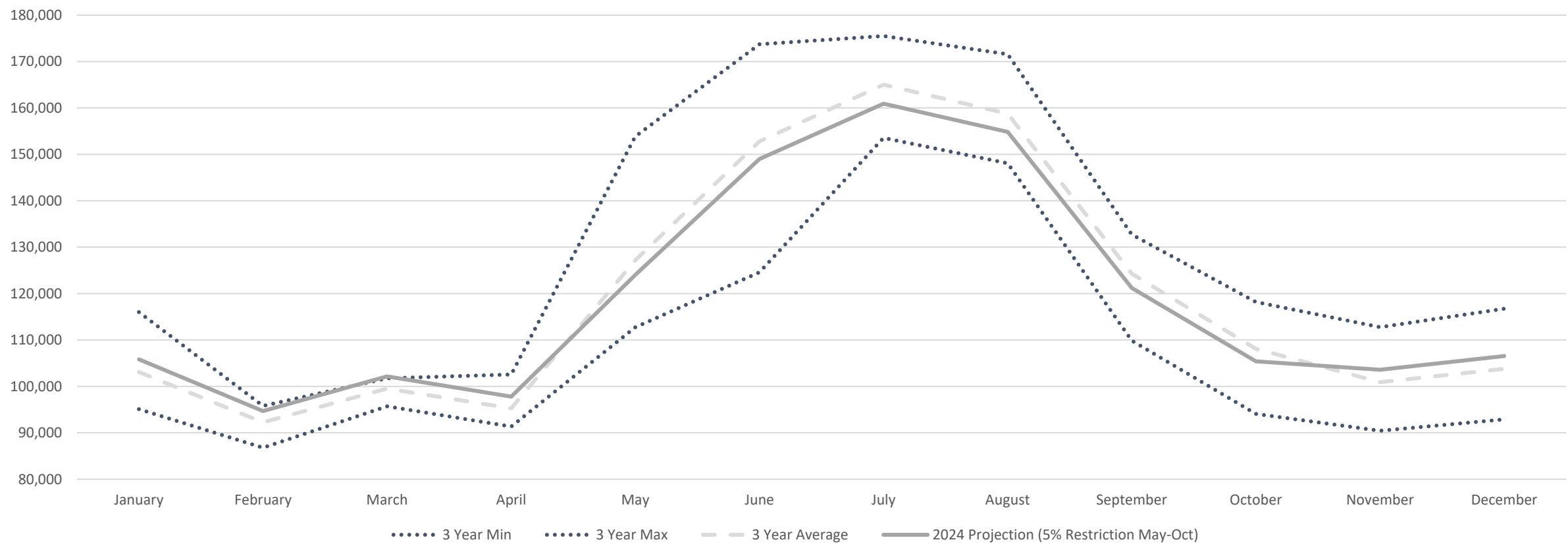


Limit Car Washes



TRACKING SUCCESS

2024 Water Conservation Efforts



TRACKING SUCCESS



- Weekly Water Usage Reports
- Leak Detection
- Operational Efficiencies



- Regular Consultation
- Leak Detection
- Coordinated Response

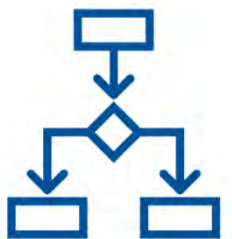
NEXT STEPS



**Public
Communications**



**Partner
Consultation**



**Decision
Points**



Drought Plan 2024



Strathmore
RURAL REIMAGINED

RFD-24-087



Request for Decision

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: April 17, 2024

Meeting Date: May 1, 2024

SUBJECT: May 2024 Committee of the Whole Meeting - Change of Start Time

RECOMMENDATION: THAT Council change the start time for the May 8, 2024, Committee of the Whole meeting from 6:00 p.m. to 5:30 p.m.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

N/A

ORGANIZATIONAL:

The agenda for the Committee of the Whole on May 8, 2024 has a number of important discussion items that require heightened focus. (Cemetery Bylaw, Garage and Garden Suite Discussion, Diversity, Equity and Inclusion Discussion and Budget Timelines.)

Administration recommends Council move the start time of the May 8, 2024, Committee of the Whole Meeting to 5:30 p.m. to allow Councillors an opportunity to hear matters earlier on in the evening.

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

Pursuant to Section 193(3) of the *Municipal Government Act*, the municipality must give at least 24 hours' notice of a change in time to a Regular Council Meeting to any Councillors and to the public. The Town of Strathmore's Meeting Schedule 2023-2024 is included as Attachment I.

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

The key issue for Council's consideration is whether it wishes to start the meeting earlier to allow adequate time to address all matters on the agenda.

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

If the 5:30 p.m. start time for the May 8, 2024, Committee of the Whole Meeting has been approved Administration will complete the following:

- Administration will post a written notice at the Strathmore Municipal Building's main entrance.
- Administration will update the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

- Council may adopt the recommended motion.
- Council may provide further direction regarding the start time for the May 8, 2024, Committee of the Whole Meeting.

ATTACHMENTS:

[Attachment I: Town of Strathmore Meeting Schedule 2024 Amended](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 23 Apr
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 24 Apr
2024

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

Approved
- 24 Apr
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 24 Apr
2024



TOWN OF STRATHMORE'S MEETING SCHEDULE*

NOVEMBER 1, 2023 – OCTOBER 23, 2024

Regular Council Meetings

November 1, 2023	April 3, 2024
November 14, 2023 (Budget Meeting)	April 17, 2024
November 15, 2023	May 1, 2024
November 16, 2023 (Budget Meeting) (Cancelled)	May 15, 2024
November 21, 2023 (Budget Meeting) (Cancelled)	June 5, 2024
November 29, 2023 (Budget Meeting) (Cancelled)	June 19, 2024
December 6, 2023	July 3, 2024
December 20, 2023 (Cancelled)	July 17, 2024
January 17, 2024	September 4, 2024
February 7, 2024	September 18, 2024
February 21, 2024	October 2, 2024
March 6, 2024	October 16, 2024
March 20, 2024	October 23, 2024 – <i>Annual Organizational Meeting</i>

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 1, 2023 – OCTOBER 23, 2024

Committee of the Whole Meetings

November 8, 2023	May 8, 2024
December 13, 2023	June 12, 2024
January 24, 2024 (Amendment)	July 10, 2024
February 14, 2024	September 11, 2024
March 13, 2024	October 9, 2024
April 10, 2024	

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: Veronica Anderson, Legislative Services Officer

Date Prepared: April 23, 2024

Meeting Date: May 1, 2024

SUBJECT: National Public Works Week 2024

RECOMMENDATION: THAT Council proclaim May 19 – 25, 2024 as National Public Works Week in the Town of Strathmore.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

By proclaiming May 19 – 25, 2024 as National Public Works Week, the Town will celebrate the contributions made by the many public works employees in the community.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

N/A

ORGANIZATIONAL:

The organizational implications are limited to the preparation of this report and arranging for the proclamation to be executed.

OPERATIONAL:

N/A

FINANCIAL:

The financial implications are limited to staff time associated with preparing this report and coordinating the proclamation for signature.

POLICY:

No current policy in place to provide guidance as to what constitutes a proclamation.

IMPLEMENTATION:

If Council authorizes this Proclamation, Administration will arrange for it to be signed and posted on the Town's website and social media.

BACKGROUND:

The theme for the 2024 National Public Works Week is "Advancing Quality of Life for All". It illustrates how public works professionals positively contribute to, and enhance the communities they proudly serve. The desire to have a proclamation made was brought to Administration by a member of staff.

KEY ISSUE(S)/CONCEPT(S):

The key issue for consideration is whether Council wishes to proclaim National Public Works Week.

DESIRED OUTCOMES:

For Council to proclaim May 19 - 25, 2024 as National Public Works Week.

COMMUNICATIONS:

Administration will post the proclamation to the Town website and social media during the week of May 19 - 25, 2024.

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: Proclamation - National Public Works Week 2024](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 25 Apr
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 26 Apr
2024



PROCLAMATION

National Public Works Week

May 19 - 25, 2024

WHEREAS, public works professionals focus on infrastructure, facilities, and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life, and well-being of the people of Strathmore;

AND WHEREAS, these infrastructure, facilities, and services could not be provided without the dedicated efforts of public works professionals, who are engineers, managers, and employees at all levels of government and the private sector, who are responsible for rebuilding, improving, and protecting our nation's transportation, water supply, water treatment and solid waste systems, public buildings, and other structures and facilities essential for our citizens;

AND WHEREAS, it is in the public interest for the citizens, civic leaders, and children in Strathmore to gain knowledge of and maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective communities;

AND WHEREAS, the year 2024 marks the 64th annual National Public Works Week.

NOW THEREFORE BE IT RESOLVED that, I, Pat Fule, Mayor of Strathmore hereby designate the week of May 19 – 25, 2024, as National Public Works Week. I urge all citizens to join with representatives of the Canadian Public Works Association and government agencies on Saturday, May 25, 2024, in activities, events, and ceremonies designed to pay tribute to our public works professionals, engineers, managers, and employees and to recognize the substantial contributions they make to protecting our national health and safety, while advancing quality of life for all.

Pat Fule, Mayor

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
February 15, 2024**

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2nd Street, Strathmore, Alberta on Thursday, February 15, 2024, at 7:00pm.

Board Members Present:

Hospice Society	G. Koester
Strathmore Lions Club	L. Voermans
Town of Strathmore	D. Peterson
Town of Strathmore	R. Wegener
Village of Hussar	L. Schultz
Village of Rockyford	L. Smith
Village of Standard	M. Gauthier
Wheatland County	S. Laprise
Wheatland County	R. Laursen
Member At Large	K. Clayton

Attendees Present:

CAO	V. Cook
Finance & HR Coordinator	C. Hickey ~ Recording Secretary
Maintenance Supervisor	P. Neufeld
Resident Manager	C. Shworak
Social Housing Manager	R. Beveridge

Absent:

Wheatland County	J. Wilson
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Board Chair, KOESTER, called the meeting to order at 6:58PM.

Additions to Agenda

RESOLUTION 44-02-01
Agenda

LAURSEN MOVED to approve the agenda.

- Carried.

Consent Agenda

- Regular Board Meeting – January 18, 2024
- Board Resolution Action
- Financial Reports – Lodge & Social Housing – December 2023
- Maintenance Reports – Lodge & Social Housing
- Social Housing Report
- Resident Manager Report
- CAO Report
- Committee Reports – N/A

Remove from Consent Agenda

- January 18, 2024, Regular Board Meeting Minutes
- Financial Report – Lodge - December 2023



**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
February 15, 2024**

**RESOLUTION 44-02-02
Consent Agenda**

PETERSON MOVED to approve the Consent Agenda; as amended.

- Carried.

January 18, 2024, Regular Board Meeting Minutes

- Keith Clayton was not absent – he was present via Zoom (phone)

**RESOLUTION 44-02-03
Regular Board Meeting
Minutes**

SMITH MOVED to approve the January 18, 2024, Regular Board Meeting Minutes; as amended.

- Carried.

Lodge Financials – December 2023

- Confirmation that items to be capitalized have been completed
- Should the Finance Committee create a policy to say where cash in regular operating bank account is to be used for
 - Will discuss during In Camera portion re: Building Committee
- What is requisition amount regarding 2023 operating
 - Audited Financials have not yet been completed
 - Will have amount at March 2024 Board Meeting

**RESOLUTION 44-02-04
Lodge Financials**

LAPRISE MOVED to approve the Lodge Financials; as clarified.

- Carried.

Old Business

Social Housing

Lodge

Baxter Roofing Update

- Will have pre-bid meeting mid March 2024
- Closing date for all applications will be mid April 2024
- Tentative completion date of August 31, 2024
- Discussions on pros/cons of completing roof all at once vs doing in phases over a couple of years
- Grant possibility was sent from Amber Link to Shannon Laprise; then forwarded to Vickey Cook
 - Money has been available since 2022 – unclear as to how much is remaining
 - Take applications year round until funds have depleted
 - Requires energy audit
 - May not qualify. Vickey has already requested information from Housing Advisor as well as contact on the grant information



**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
February 15, 2024**

**RESOLUTION 44-02-05
Baxter Roofing**

LAURSEN MOVED to give Peter (Maintenance Supervisor) permission to go to bid for roof through Baxter Roofing and bring results back to Board when completed.

- Carried.

New Business

Social Housing

Lodge

Policy Review – Personnel Position Descriptions

- Sent to Policy Committee to review
- Will have meeting with Vickey to go over with Policy Committee

**RESOLUTION 44-02-06
Policy -Personnel
Position Descriptions**

LAPRISE MOVED to table to next Board Meeting.

- Carried.

In Camera

- Building Committee

**RESOLUTION 44-02-07
In Camera**

SMITH MOVED to go in-camera at 7:25PM.

- Carried.

**RESOLUTION 44-02-08
Out of Camera**

GAUTHIER MOVED to go out-of-camera at 8:04PM.

- Carried.

**RESOLUTION 44-02-09
Design Drawings**

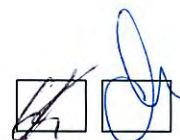
LAURSEN MOVED to approve the design drawings as presented.

- 8 (eight) in favor. 1 (one) opposed
- Carried.

**RESOLUTION 44-02-10
Construction Design
Drawings**

LAURSEN MOVED that WHMB proceed to continue forward to 100% construction design drawings for \$1,625,724 (one million, six hundred and twenty-five thousand, seven hundred and twenty-four dollars) to get ready for construction.

- 8 (eight) in favor. 1 (one) opposed
- Carried.



**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
February 15, 2024**

**RESOLUTION 44-02-11
Hospice Request**

PETERSON MOVED that WHMB seek interim funding for the construction process on the proposed new build, to bring the project to Stage 3 (100% of construction design); and that WHMB directs their CAO to put in writing such a request by February 20, 2024, to WAHS.

- 8 (eight) in favor. 1 (one) opposed
- Carried.

**RESOLUTION 44-02-12
Funding**

LAURSEN MOVED that WHMB administration start the process to ask municipalities for interim funding and look into leveraging equity in the current building.

- 8 (eight) in favor. 1 (one) opposed
- Carried.

Fund Raising and Forming of Foundation

- Discussion on forming 1 (one) foundation with WAHS vs forming 2 (two) separate foundations
- Ask Hospice and look at jointly before making final decisions

**RESOLUTION 44-02-13
Foundation(s)**

LAPRISE MOVED to explore foundation(s).

- Carried.

Chair Report – verbal

- Rocky's Bakery hosted a meet-and-greet
 - Glenn attended and spoke with Chantell DeJong about meeting with the Board
 - She will attend a meeting on February 23, 2024, from 12:00pm-1:00pm at the Lodge
 - All Board members are invited to attend
- Updated letter on website
 - Vickey will fix "chair" to "mayors"
- Per Governance Review, Glenn and Vickey had a phone call with Valerie Puttick & Barb Panick
 - They will come to the Lodge and give presentation to WHMB Board, Village Mayors, County Councillors and Reeve
 - Others may Zoom in and listen
- Doug Murphey gave a presentation at Wheatland County regarding SHASTA Care Community
 - If successful, it will in no way affect our potential new lodge
 - It is a higher level of care then WHMB

**RESOLUTION 44-02-14
Chair Report**

KOESTER MOVED to accept the Chair Report as presented.

- Carried.

Action Plan

Governance Review Action Items Update

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
February 15, 2024**

**RESOLUTION 44-02-15
Action Item Update**

VOERMANS MOVED to accept the Governance Review Action Items Update as information.

- Carried.

Important Dates
NA

Next Meeting Date
March 21, 2024
~ Joint meeting with WAHS @ 6:00pm
~ Auditors presentation @ 7:00pm

Following Meeting Dates
April 18, 2024
May 16, 2024

**RESOLUTION 44-02-16
Adjournment**

SMITH MOVED the meeting adjourn at 8:35PM.

Chair

Recording Secretary

**WHEATLAND HOUSING MANAGEMENT BODY
SPECIAL MEETING
March 5, 2024**

Minutes of the Special Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2nd Street, Strathmore, Alberta on Tuesday, March 5, 2024, at 2:00pm.

Board Members Present:

Hospice Society	G. Koester ~ <i>via Zoom</i>
Strathmore Lions Club	L. Voermans
Town of Strathmore	D. Peterson
Town of Strathmore	R. Wegener
Village of Hussar	L. Schultz ~ <i>via Zoom</i>
Village of Rockyford	L. Smith
Village of Standard	M. Gauthier ~ <i>via Zoom</i>
Wheatland County	S. Laprise
Wheatland County	R. Laursen
Wheatland County	J. Wilson
Member At Large	K. Clayton

Attendees Present:

CAO	V. Cook ~ Recording Secretary
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Absent:

Board Vice-Chair, SMITH, called the meeting to order at 2:02PM.

Additions to Agenda

**RESOLUTION 44-03-01
Agenda**

PETERSON MOVED to accept the agenda of a single item relevant to bring the building plan to Class B.

- Carried.

Keith discussed the request from WHMB to WAHS for a loan of approximately \$1.6 million dollars

- WAHS is a Society and are unable to loan money
- Keith will speak to Derek Weiss on possible alternate ways that the hospice could make a financial contribution towards the potential new Seniors/Hospice build

Keith suggested WHMB get a mortgage for the approximate \$1.6 million

Funding alternatives were discussed

- If WHMB was to get a mortgage, how would they pay it off?
- The sale of the present building
- Building on to the present building site
- Municipal contributions
- Other funding alternatives
- Short and long term plans

**WHEATLAND HOUSING MANAGEMENT BODY
SPECIAL MEETING
March 5, 2024**

Keith suggested that he speak to M3 Construction for a more updated Class A Budget

Len requested a recorded vote

**RESOLUTION 44-03-02
Estimated Cost**

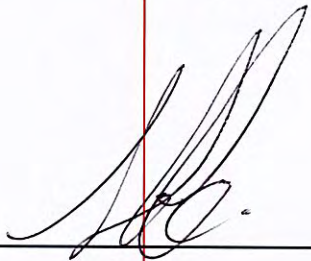
PETERSON MOVED that the Building Committee reps speak to the appropriate party to receive the minimum estimated cost to get to the construction drawing stage.

- *Glenn Koester – In Favor*
- *Len Voermans – In Favor*
- *Denise Peterson – In Favor*
- *Richard Wegener – In Favor*
- *Les Schultz – In Favor*
- *Leah Smith – In Favor*
- *Martin Gauthier – In Favor*
- *Shannon Laprise – In Favor*
- *Rick Laursen – In Favor*
- *Jason Wilson – In Favor*
- Carried.

**RESOLUTION 44-03-03
Adjournment**

PETERSON MOVED the meeting adjourn at 3:00PM.

Chair



Recording Secretary

