

**AGENDA
REGULAR COUNCIL MEETING
Wednesday, May 7, 2025 @ 6:00 PM
Council Chambers, 1 Parklane Drive, Strathmore AB**

	Page
1. CALL TO ORDER	
1.1. Traditional Land Acknowledgment for the First Regular Council Meeting in May (Litainsimopi)	
2. CONFIRMATION OF AGENDA	
3. PUBLIC HEARING	
3.1. Proposed WestCreek Area Structure Plan Amendment Bylaw No. 25-07 Public Hearing Report Agenda Item - AIR-25-077 - Pdf	4 - 135
4. BYLAWS	
4.1. Proposed WestCreek Area Structure Plan Amendment Bylaw No. 25-07 Agenda Item - AIR-25-117 - Pdf	136 - 152
5. PUBLIC COMMENTS	
Members of the public are welcome to provide comments regarding items on the agenda in person during the Council meeting, virtually, or in writing. Should you wish to provide public comments virtually or in writing, please fill out the Request to Speak at a Council Meeting form that can be located on the Town's website and submit it to: LSAdmin@strathmore.ca by the end of the day on the Sunday before the Council meeting. In order to ensure procedural fairness, Council requests that the public refrain from speaking on items that have been or will be heard through a public hearing process.	
6. DELEGATIONS	
Members of the public and community organizations are welcome to attend a Regular Council Meeting as a delegation to present an item to Town Council for consideration. If you are interested in attending as a delegation please fill out the Delegation Request form that can be located on the Town's website and submit it to: LSAdmin@strathmore.ca by noon, seven (7) days before a Regular Council Meeting.	
6.1. Delegation – Foothills Advocacy In Motion Society (FAIM) Agenda Item - AIR-25-095 - Pdf	153 - 157
6.2. Delegation – Wheatland and Area Hospice Society Agenda Item - AIR-25-113 - Pdf	158 - 162
7. CLOSED MEETING	
7.1. Joint Election Agreement – Advice from officials – FOIP S. 24(1)(a)	
7.2. Economic Development – Advice from officials – FOIP S. 24(1)(a)	
7.3. Council CAO Dialogue – Advice from officials – FOIP S. 24(1)(b)(i)	
7.4. CAO Performance Review – Confidential evaluations – FOIP S. 19(1)	
8. CONSENT AGENDA	
9.1 Regular Council Meeting Minutes – April 16, 2025	

- 9.2 Special Council Meeting Minutes – April 30, 2025
- 11.1 Corporate Strategic Plan & Financial Plan Quarterly Report – Q4 2024
- 11.2 Notice of Intent to Annex Land from Wheatland County
- 11.3 Returning Officer Appointment
- 11.4 2026 Capital and Operating Budget Timelines
- 12.2.1 WHMB Signed Minutes - March 20, 2025
- 13.1 Community Disability Services Professional Appreciation Week

9. CONFIRMATION OF MINUTES

- 9.1. Regular Council Meeting Minutes - April 16, 2025 163 - 176
[Agenda Item - AIR-25-105 - Pdf](#)
- 9.2. Special Council Meeting Minutes - April 30, 2025 177 - 184
[Agenda Item - AIR-25-118 - Pdf](#)

10. BYLAWS

- 10.1. 2025 Property Tax Rate Bylaw No. 25-11 185 - 196
[Agenda Item - AIR-25-073 - Pdf](#)
- 10.2. Land Use Bylaw Amending Bylaw No. 25-09 (Removal of regulations for Garden and Garage Suites) 197 - 201
[Agenda Item - AIR-25-100 - Pdf](#)

11. BUSINESS

- 11.1. Corporate Strategic Plan & Financial Plan Quarterly Report – Q4 2024 202 - 226
[Agenda Item - AIR-25-108 - Pdf](#)
- 11.2. Notice of Intent to Annex Land from Wheatland County 227 - 238
[Agenda Item - AIR-25-096 - Pdf](#)
- 11.3. Returning Officer Appointment 239 - 251
[Agenda Item - AIR-25-111 - Pdf](#)
- 11.4. 2026 Capital and Operating Budget Timelines 252 - 255
[Agenda Item - AIR-25-106 - Pdf](#)

12. COUNCILLOR INFORMATION & INQUIRIES

- 12.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS
- 12.2. BOARD AND COMMITTEE REPORTS
- 12.2.1. WHMB Signed Minutes – March 20, 2025 256 - 263
[WHMB Signed Minutes – March 20 2025](#)
- 12.3. QUESTION AND ANSWER PERIOD
- 12.4. ADMINISTRATIVE INQUIRIES
- 12.5. NOTICES OF MOTION
- 12.5.1. Land Use Bylaw Amendment – Child Care Services – Councillor Langmaid 264
[Land Use Bylaw Amendment – Child Care Services – Councillor Langmaid](#)

13. CORRESPONDENCE

- 13.1. Community Disability Services Professional Appreciation Week 265 - 266

14. ADJOURNMENT



Request for Decision

To: Council

Staff Contact: Kate Bakun, Planner

Date Prepared: March 26, 2025

Meeting Date: May 7, 2025

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

RECOMMENDATION: THAT Council proceed with a Public Hearing for Bylaw No. 25-07 on May 07, 2025, 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 07, 2025 regarding Bylaw No. 25-07 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The proposal aligns with Strategic Priorities by promoting diverse housing options, including low- and medium-density residential districts, integrated with landscaped areas and a district designated for emergency services.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The proposed WestCreek Area Structure Plan (ASP) amendment supports Strategic Priorities by enabling a mix of housing options and fostering sustainable development, economic resilience, and community well-being.

SOCIAL SUSTAINABILITY:

The proposed WestCreek ASP amendment aims to support social sustainability by fostering an inclusive and well-connected community through land use planning that accommodates diverse housing and lifestyle needs.

IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL:

Kateryna Bakun (Planner II) has been assigned to this project. Staff have invested the time necessary in preparing reports, engaging with the public as appropriate, and ensuring the proper distribution of public notices in advance of the public hearing.

POLICY:

The WestCreek Area Structure Plan is a statutory document which was adopted on August 18, 2010. Staff believe policies of the Town's Municipal Development Plan (MDP) 2014 apply to the proposed application:

- 2.2.7 All Area Structure Plans shall integrate a comprehensive parks and pathway system as part of the pedestrian transportation network, demonstrating linkages to adjacent neighbourhoods and shall promote healthy active lifestyle choices.
- 2.2.14 All Area Structure Plans shall address future locations for social infrastructure including, but not limited to, schools, regional and local pathways, churches, firehalls, police, and ambulance..
- 3.2.1 The Town of Strathmore shall ensure that all new development shall provide a wide range of housing types to meet varying housing needs based on income and lifestyle.
- 3.6.8 New development areas shall provide functional linear parkway systems, which link existing and future school sites, open and park space and adjacent communities, and future development.
- 4.5.2 The Town shall work to identify locations which would be appropriate for future emergency response locations based on the growth of the Town of Strathmore.

IMPLEMENTATION:

First reading of Bylaw 25-07 occurred on April 2, 2025. Section 692(1) of the [Municipal Government Act](#) requires that before giving second reading to a proposed bylaw amending an ASP, a Council must hold a Public Hearing with respect to the proposed bylaw.

Staff advertised the public hearing in accordance with the MGA and a summary of our advertisements is included below:

- April 4, 2025 - Notice of the public hearing was mailed to adjacent landowners
- April 23, 2025 - Notice of the public hearing was posted in the Strathmore Times
- April 30, 2025 - Notice of the public hearing was posted in the Strathmore Times
- May 7, 2025 - Notice of the public hearing was posted in the Strathmore Times
- April 30, 2025 - Notice of the public hearing was posted on the Town's Facebook
- May 7, 2025 - Notice of the public hearing was posted on the Town's Facebook

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.

Staff were available for phone calls and meetings with any residents who have questions or wished to speak to us about the proposed WestCreek ASP amendment application. Letters and correspondence from Strathmore residents have been received and have been attached to the report.

BACKGROUND:

Staff have received an application to amend the WestCreek Area Structure Plan (ASP) bylaw 08-22 from Arcadis Professional Services Canada on behalf of the developer, West Strathmore Developments Ltd. The legal addresses for the application are 4;25;24;15;NW, 4;25;24;15 NE, Lot 1, Block A, Plan 9410061 and Lot 3, Block 1, Plan 9211782. The total area of the proposed amendment is approximately ± 51.48 hectares (± 127.21 acres). The application proposes to amend the 2010 WestCreek ASP by updating the development vision, several figures, proposed land uses, phasing, servicing, a new public utility lot, and more.

The ASP from 2010 mentions how the Town grew rapidly in previous years (7% between 2006 and 2007) and that growth pressure is one of the main reasons why the WestCreek ASP was originally written. The required information and studies were included with the ASP in 2010, including a biophysical impact assessment from Sweetgrass Consultants Ltd. in 2008. Transportation and stormwater were also part of the original ASP. Staff are satisfied with the information we have received at the ASP amendment stage and we recommend updating the 2010 plan prior to development occurring. WestCreek Developments will need to meet all municipal, provincial, and federal regulations.

Along with the ASP, the lands were also given land use (zoning) at the time. The developer has indicated they want to apply for land use changes if the ASP amendments are supported. In theory, the developer could submit an application for subdivision today and develop in accordance with their 2010 ASP. Both Staff and the developer recommend updating the originally approved ASP from 2010 and then bringing forward land use and subdivision applications on a phased basis in the future.

The internal and external circulation process for this application was completed on March 28, 2025. As of that date, we have received no concerns from external utilities/agencies.

The developer held an Open House on March 27, 2025, at the Centennial Civic Centre – East Hall (120 Brent Blvd, Strathmore) to present their project plans and gather feedback from the community. Notification letters were sent by the developer to adjacent landowners within a 200-meter radius of the ASP area. Approximately 50 residents attended the event.

The ASP amendment proposes modifications to the existing WestCreek ASP Bylaw 08-22, which was adopted on August 18, 2010. The summarized changes include:

- A revised configuration of residential densities, populations, and categories/districts to align with current market conditions.
- A revised configuration and neighbourhood design and layout to align with more modern principles.
- Revised phasing, municipal reserve, and servicing figures.
- The inclusion of an artificial storm pond to support stormwater management.

The proposed amendment supports a diverse range of housing options while integrating community amenities such as green spaces, pedestrian connectivity, and essential services.

The changes aim to enhance the livability, connectivity, and sustainability of the neighborhood. Additionally, the lands are shown as "Residential" in the Town's 2014 Municipal Development Plan (MDP). The project also aligns with the MDP by:

- Addressing housing demand and providing a mix of residential options.
- Contributing to the town's social, economic, and environmental sustainability and growth.
- Supporting policies in the "Policy Implications" section of the report.

The proposed community development in 2010 included the removal of a wetland, which falls under the jurisdiction of Alberta Environment and Protected Areas. The ASP anticipates the removal of the same wetland in accordance the regulations of the Province of Alberta. The developer must obtain approval under the Water Act, which governs activities that may impact water bodies, including wetlands. In addition, authorization from Alberta Environment and Protected Areas and the Provincial government will be required to ensure that all environmental regulations are properly addressed before any development can proceed. Staff have been informed that original Water Act approval occurred around the same time as the original ASP was adopted, but the approval has since lapsed with the Province. The developer has informed us that the Water Act application has been re-submitted and is in progress.

Currently owned by West Strathmore Developments Ltd., there is an adjacent land parcel directly east of Highway No. 817 and south of Gray's Park which was intended to be donated to the Town of Strathmore in 2010. The amendment anticipates donation of this land to the Town and we anticipate this occurring at the subdivision stage in the near future. The parcel is

26.6 hectares in size (the parcel containing Gray's Park is 15.2 hectares) and contains stormpond/wetland areas. Staff support and recommend receiving this property as soon as possible. A figure has been included (Gray's Park, WestCreek West lands and WestCreek East lands.png) in the report and the lands referred to above are labelled as the WestCreek East Lands.

In Phase 1 of the proposed amended ASP, there is a public utility lot which also is intended to be donated to the Town of Strathmore. The future use of this land has not been confirmed. Staff support and recommend receiving this property as soon as possible.

In summary, the proposed WestCreek ASP amendment is expected to positively contribute to Strathmore's development by creating a well-connected, modern, and functional community.

The location is considered suitable for growth, and the proposed changes represent a strategic step toward enhancing Strathmore's residential landscape and public infrastructure. Wetlands are under the jurisdiction of Alberta Environment and Protected Areas, and approval under the Water Act will be required before any subdivisions can be reviewed. Technical stormwater reviews will be conducted at the subdivision application stage. The Strathmore Fire Department will be circulated all applications for subdivision. Transportation and access has been reviewed in the Transportation Master Plan.

KEY ISSUE(S)/CONCEPT(S):

DESIRED OUTCOMES:

THAT Council proceed with a Public Hearing for Bylaw No. 25-07 on May 07, 2025, 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 7, 2025 regarding Bylaw No. 25-07 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

COMMUNICATIONS:

Staff are advertising 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: Bylaw No. 25-07 WestCreek ASP Amendment](#)

[Attachment II: Annotation 2025-02-27 095152](#)

[Attachment III: Map. WestCreek ASP Amendment](#)
[Attachment IV: Gray's Park, WestCreek West lands and WestCreek East lands](#)
[Attachment V: Original West Creek ASP Aug 18, 2010](#)
[Attachment VI: Proposed ASP Amendments - Strathmore Final Draft for Submission 2025-02-14](#)
[Attachment VII: Annotation 2025-02-27 095152. Map for the Open House Notification](#)
[Attachment VIII: March-19-2025-Strathmore-Times.](#)
[Attachment IX: Open House. Photo Collage](#)
[Attachment X: Mailing Map about Public Hearing](#)
[Attachment XI: A25-001 Notice of Public Hearing](#)
[Attachment XII: Bylaw 25-07. A25-001 WestCreek ASP Amendment.](#)
[Attachment XIII: Letter #1 for WestCreek ASP Public Hearing on May 7, 2025 Doug and Sandra Slatnik](#)
[Attachment XIV: Letter #2 for WestCreek ASP Public Hearing on May 7, 2025 Gary Moore Redacted](#)
[Attachment XV: Letter #2 Images for WestCreek ASP Public Hearing on May 7, 2025 Gary Moore](#)
[Attachment XVI: Letter #3 for WestCreek ASP Public Hearing on May 7, 2025 Lee and Joy Travis Redacted](#)
[Attachment XVII: Letter #4 for WestCreek ASP Public Hearing on May 7, 2025 Linda and Wally Freeman](#)
[Attachment XVIII: Letter #5 for WestCreek ASP Public Hearing on May 7, 2025 Brent Robinson and Katherine Zagorsky Redacted](#)
[Attachment XIX: Letter #6 for WestCreek ASP Public Hearing on May 7, 2025 Daren and Shannon Kennett](#)
[Attachment XX: Letter #7 for WestCreek ASP Public Hearing on May 7, 2025 Marianne Pinchbeck Redacted](#)
[Attachment XXI: Letter #8 for WestCreek ASP Public Hearing on May 7, 2025 Ruth Burne - Alan Kostrosky Redacted](#)
[Attachment XXII: Letter #9 for WestCreek ASP Public Hearing on May 7, 2025 Carolyn Mclsaac Redacted](#)
[Attachment XXIII: Letter #10 for WestCreek ASP Public Hearing on May 7, 2025 Carlee Mclsaac Redacted](#)
[Attachment XXIV: Letter #11 for WestCreek ASP Public Hearing on May 7, 2025 Chris Mclsaac Redacted](#)
[Attachment XXV: Letter #12 for WestCreek ASP Public Hearing on May 7, 2025 Troy Rederburg](#)
[Attachment XXVI: Letter #13 for WestCreek ASP Public Hearing on May 7, 2025 Christ the Redeemer](#)

Chuck Procter, Manager of Development Services

Approved
 - 30 Apr

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

2025
Approved
- 30 Apr
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 01 May
2025

Veronica Anderson, Legislative Services Officer

Approved
- 01 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 01 May
2025

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

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

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

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

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

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

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

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

and replacing it with the following table:

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

Land Use	Hectares (+/-)	Acres (+/-)	% of ASP Area
<i>Low Density Residential (R1/R1S/R2)</i>	<i>± 30.08 ha</i>	<i>± 74.33 ac</i>	<i>38.5 %</i>
<i>Medium Density Residential</i>	<i>± 1.39 ha</i>	<i>± 3.43 ac</i>	<i>1.78 %</i>
<i>Park/Open Space (West lands)</i>	<i>± 2.57 ha</i>	<i>± 6.35 ac</i>	<i>3.29 %</i>
<i>Emergency Services (West Lands)</i>	<i>± 1.16 ha</i>	<i>± 2.87 ac</i>	<i>1.48 %</i>
<i>Public Utility Lot (Storm Pond West Lands)</i>	<i>± 1.85 ha</i>	<i>± 4.57 ac</i>	<i>2.37 %</i>
<i>Urban Reserve (East Lands)</i>	<i>± 26.62 ha</i>	<i>± 65.78 ac</i>	<i>34.12 %</i>
<i>Roadways</i>	<i>± 14.43 ha</i>	<i>± 35.66 ac</i>	<i>18.46 %</i>

Total Ownership Area	± 78.10 ha	± 192.99 ac	100	”
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- 1.1.1. Deleting: “Map 7 FUTURE LAND USE CONCEPT” and replacing it with “*Map 7. Future Land Use Concept*”, as shown in Schedule 'A'.
- 1.1.2. Deleting from Section 6.1.1 Purpose the following sentence: “The Residential Area comprises the majority of lands within the West Lands, identified as R-1, R-2 and R-2X on Map 7.” and replacing it with “*The Residential Area comprises the majority of lands within the West lands, identified as Low Density Residential (Zone Designation to be Added) and Medium Density Residential (Zone Designation to be Added) on Map 7.*”
- 1.1.3. Deleting from Section 6.1.1. Purpose.subsection (3) Density and Population of Residential Area the following sentences: “(a) In order to support the efficient provision of infrastructure, amenities and services and to use the land resource more efficiently, a residential density of approximately 6.5 units per acre should be achieved in the ASP area. This amounts to approximately 1002 dwelling units with a corresponding population of approximately 3,000, based on 3.0 persons per unit.” and replacing it with “*(a) In order to support the efficient provision of infrastructure, amenities and services and to use the land resource more efficiently, a residential density range of approximately 2.43 - 3.04 units per hectare (6.0 - 7.5 units per acre) shall be achieved in the ASP area. This amounts to approximately 925 – 1156 dwelling units with a corresponding population of approximately 2,775 – 3,468, based on 3.0 persons per unit.*”
- 1.1.4. Deleting from Section 6.1.1. Purpose, Subsection (3) Density and Population of Residential Area following table:

“Density Summary

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

and replacing it with:

“Density Summary

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

”

- 1.1.5. Adding to Section 6.1.1. Purpose, Subsection (3) Density and Population of Residential Area the following footnote to the Density Summary table: “¹*These numbers are preliminary and may be subject to change.*”
- 1.1.6. Deleting from Section 6.2.2 Policies , Subsection (4) Land Use Redesignation of Future Development Area following sentences: “(a) Upon reduction of the setback, lands within the wellhead setback area shall be designated as Single Detached Residential (R-1) and Mixed Housing (R-2), to conform with the zoning of lands surrounding the wellhead setback area, as illustrated in Map 7, Future Land Use Concept.” and replacing it with “*The redesignation of land within the WestCreek ASP shall be composed of Low Density Residential (XX), and Medium Density Residential (XX), Municipal Reserve (MR?), Public Utility Lot (PUL?), Emergency Services (XX) and Urban Reserve (UR) in accordance with the Future Land Use Concept, Map 7.*”
- 1.1.7. Deleting from Section 6.3.1 Purpose the following note under the Municipal Reserve Analysis table: “(2) Includes 6.15 acres of MR on West Lands and 6.72 acres of MR on East Lands” and replacing it with “*(2) Includes up to 6.35 acres of MR on West Lands and 6.7 acres of MR on East Lands*”
- 1.1.8. Deleting: “Map 8. RESERVE DEDICATION” and adding “*Map 8. Reserve Dedication*”, as shown in Schedule 'A'.
- 1.1.9. Deleting: “Map 9. TRANSPORTATION” and adding “*Map 9. Transportation*”, as shown in Schedule 'A'.
- 1.2.1. Deleting: “Map 10. WATER SYSTEM” and adding “*Map 10. Water System*”, as shown in Schedule 'A'.
- 1.2.2. Deleting: “Map 11 SANITARY SEWERS” and adding “*Map 11. Sanitary Sewers*”, as shown in Schedule 'A'.
- 1.2.3. Deleting: “Map 12 STORM SEWER SYSTEM” and adding “*Map 12. Storm Sewer System*”, as shown in Schedule 'A'.

1.2.4. Deleting: "Map 13 PHASING PLAN" and adding "Map 13. Phasing Plan", as shown in Schedule 'A'.

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

READ A FIRST TIME this ____ day of _____, 2025

PUBLIC HEARING HELD this ____ day of _____, 2025

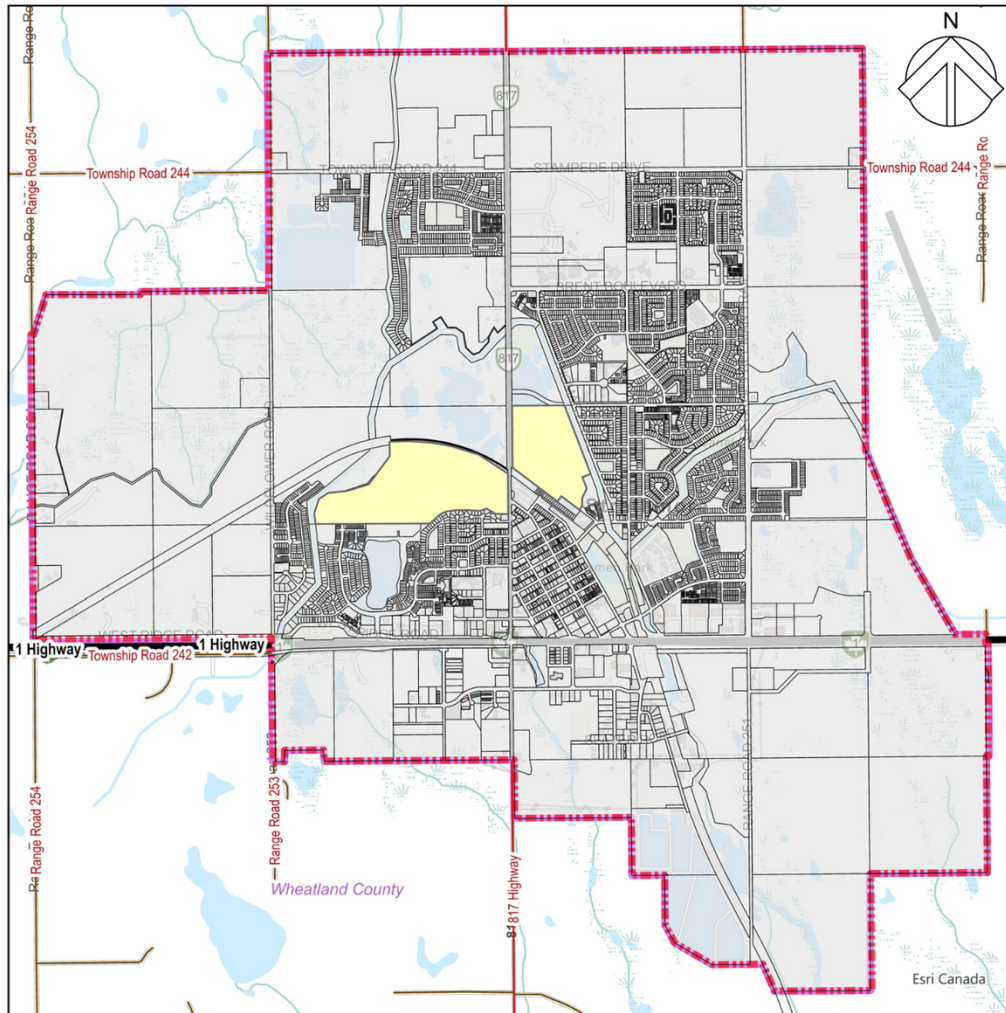
READ A SECOND TIME this ____ day of _____, 2025

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

MAYOR

CHIEF ADMINISTRATIVE OFFICER

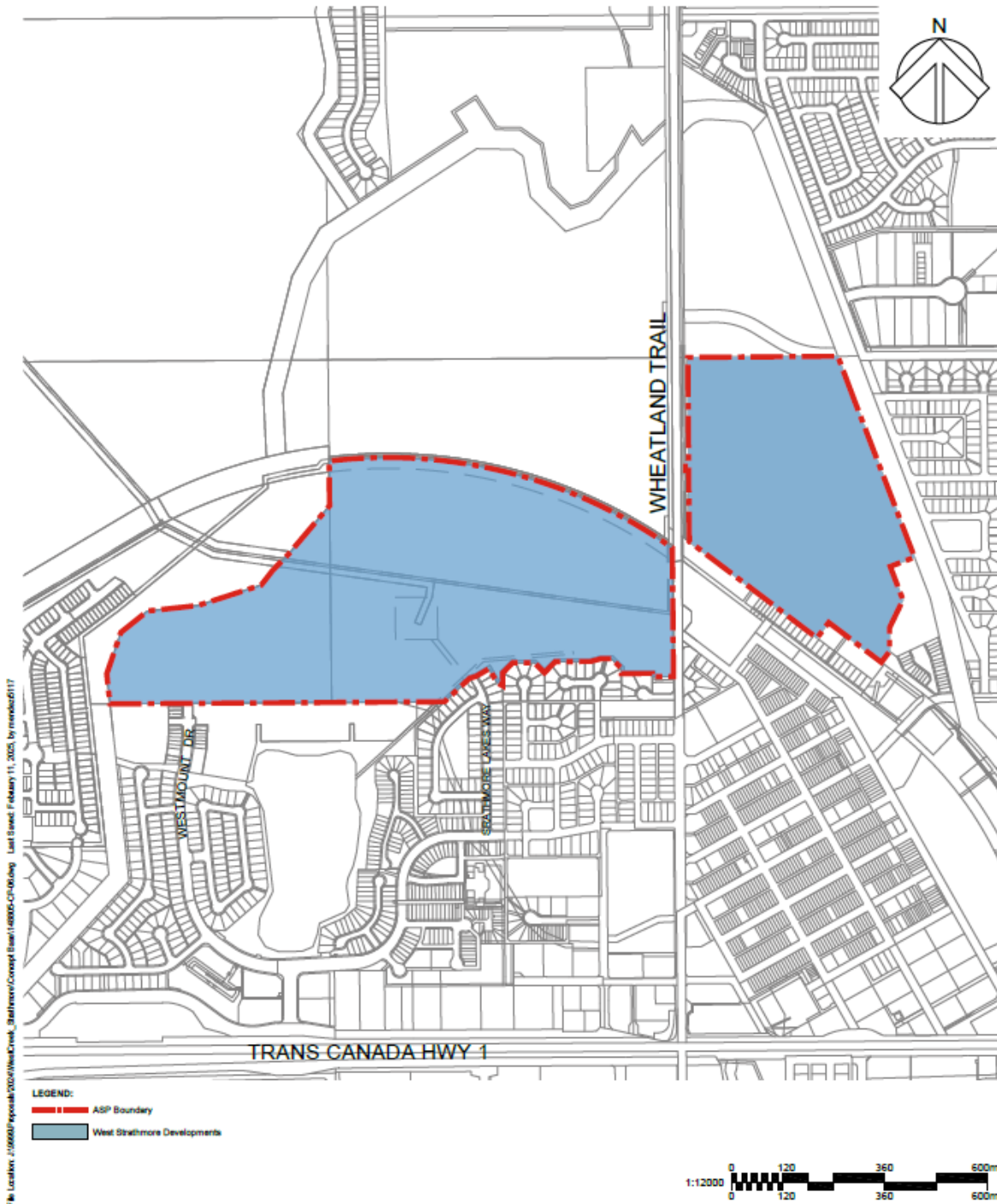
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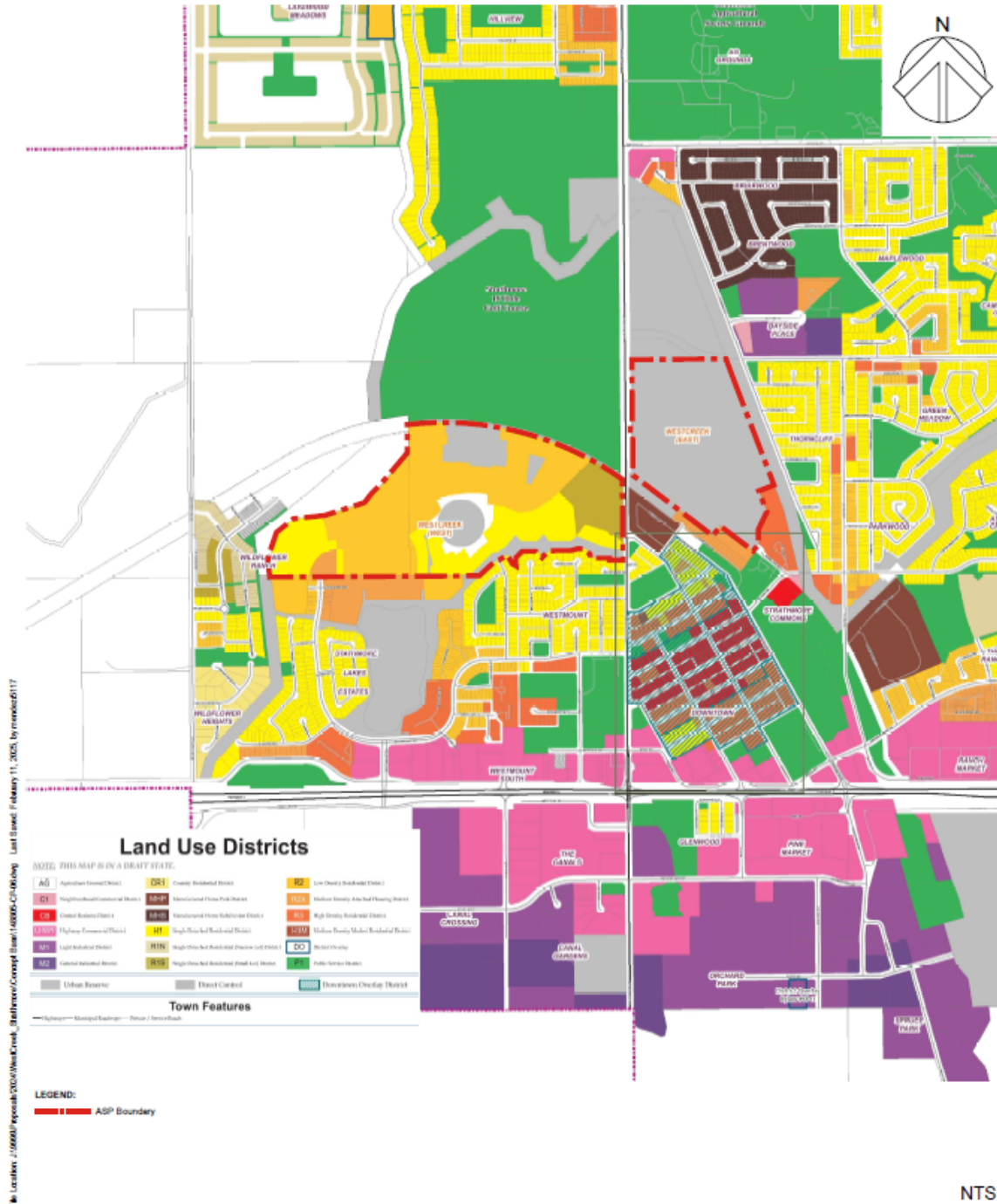


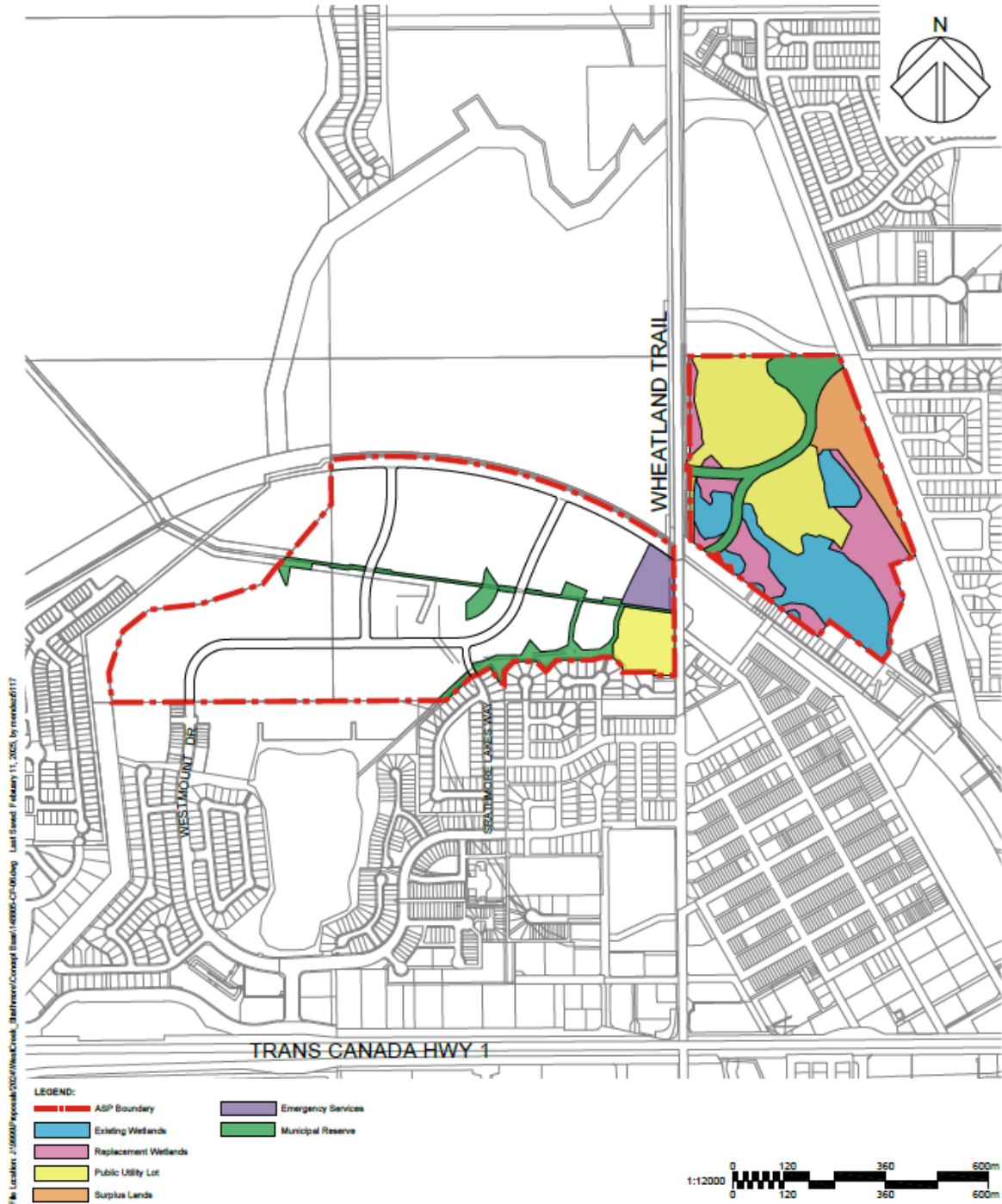
Legend

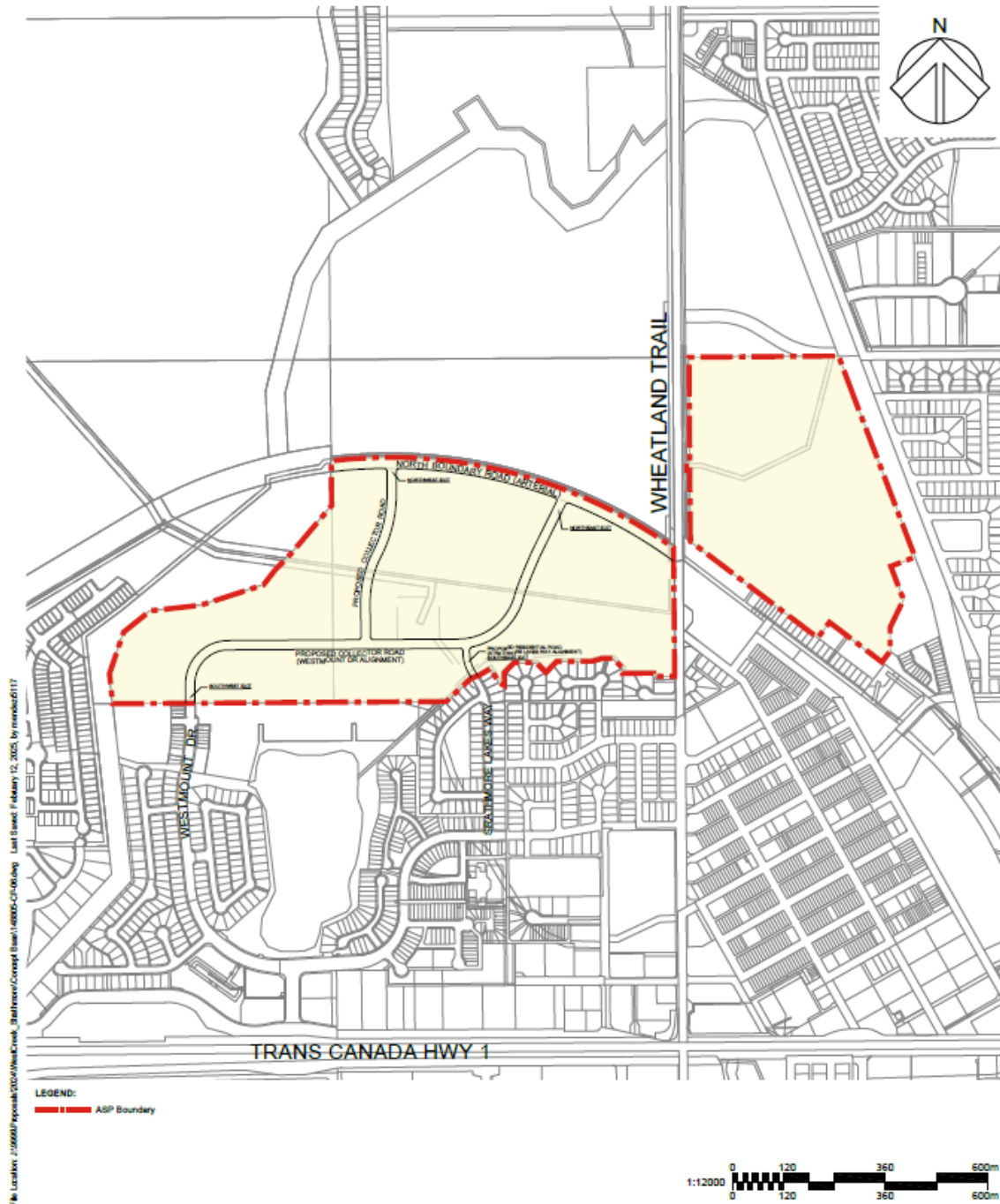
- Westcreek Area Structure Plan Amendment
- Town Boundary

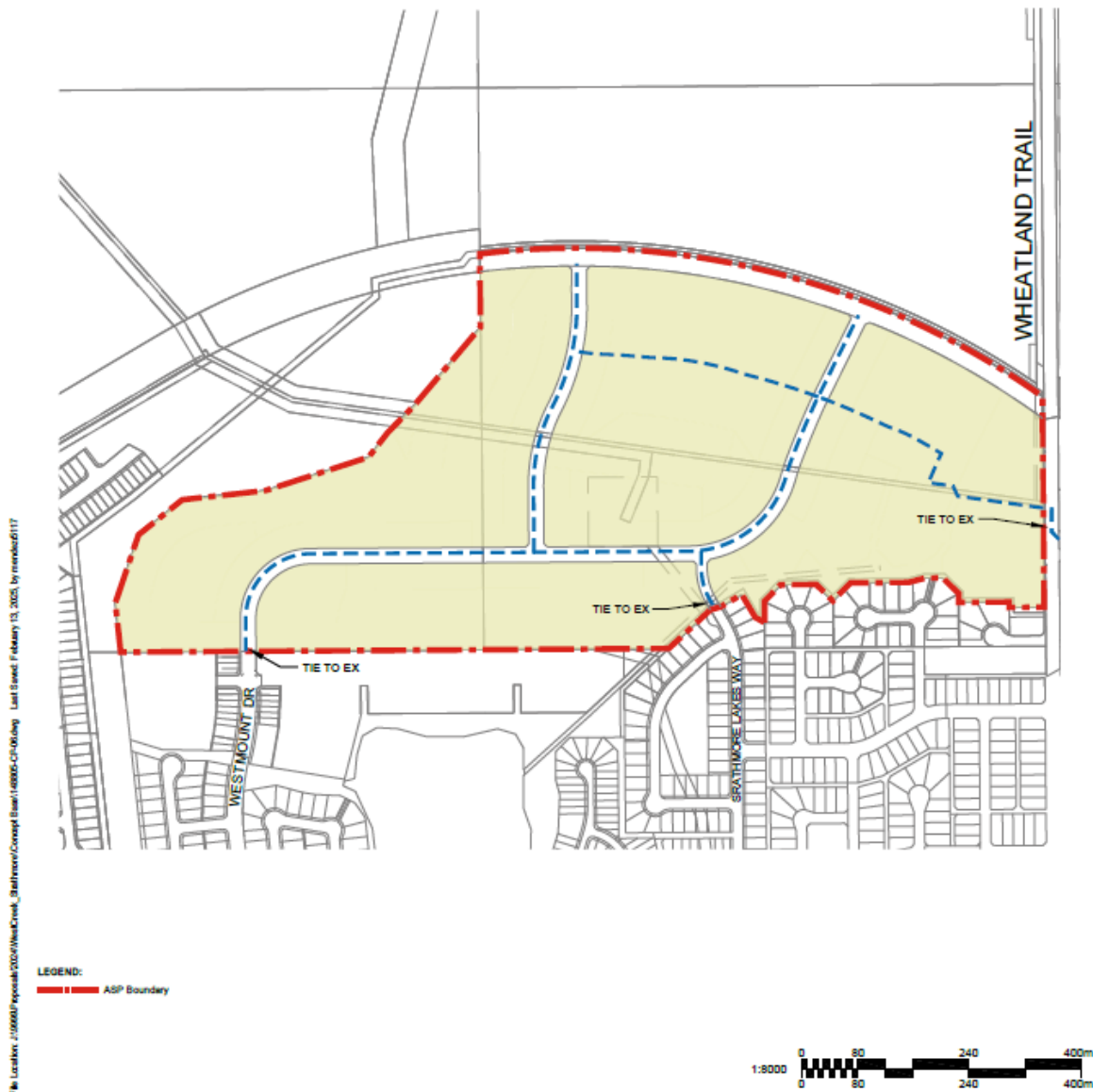
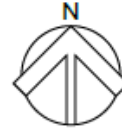


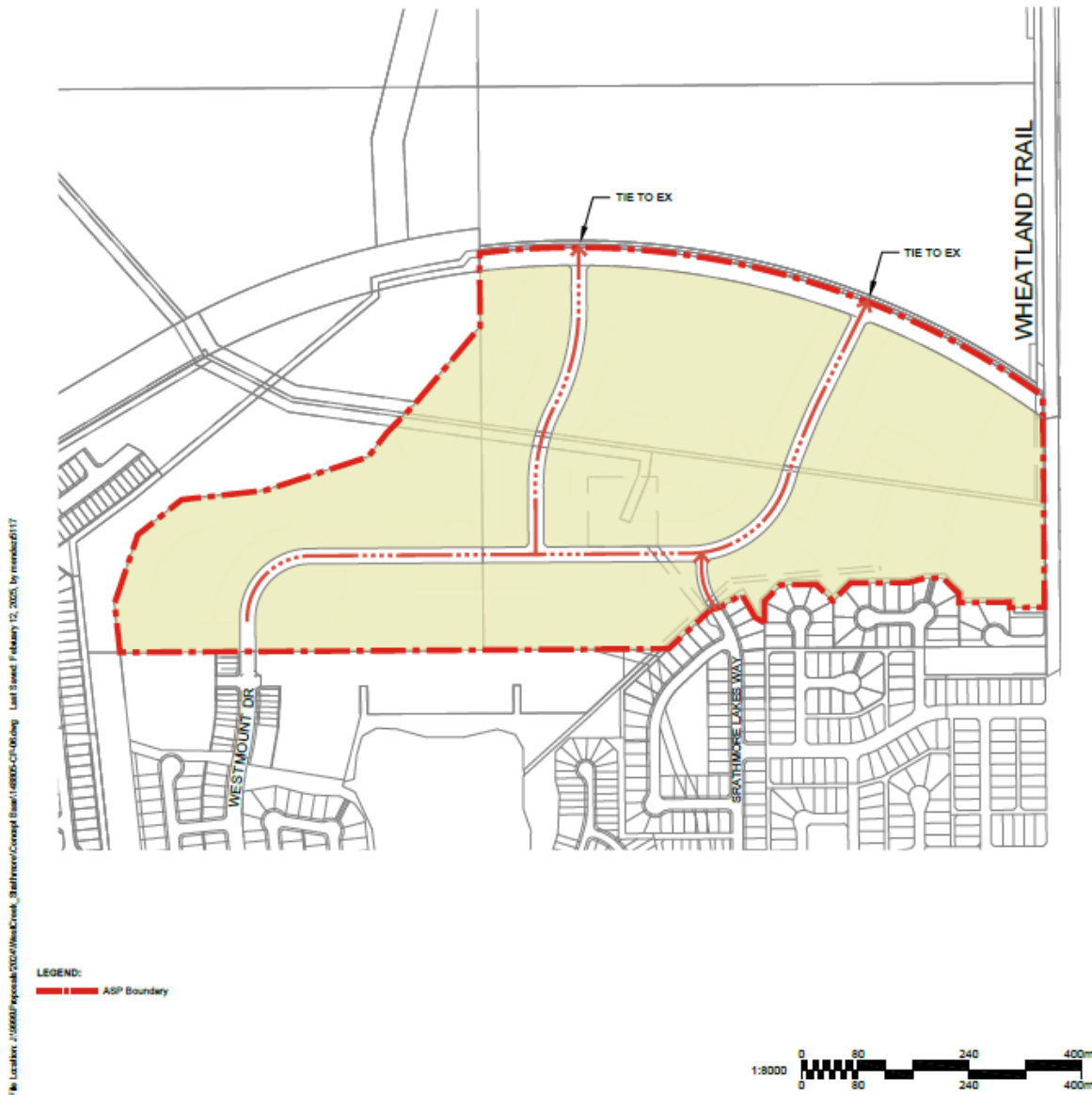
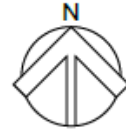


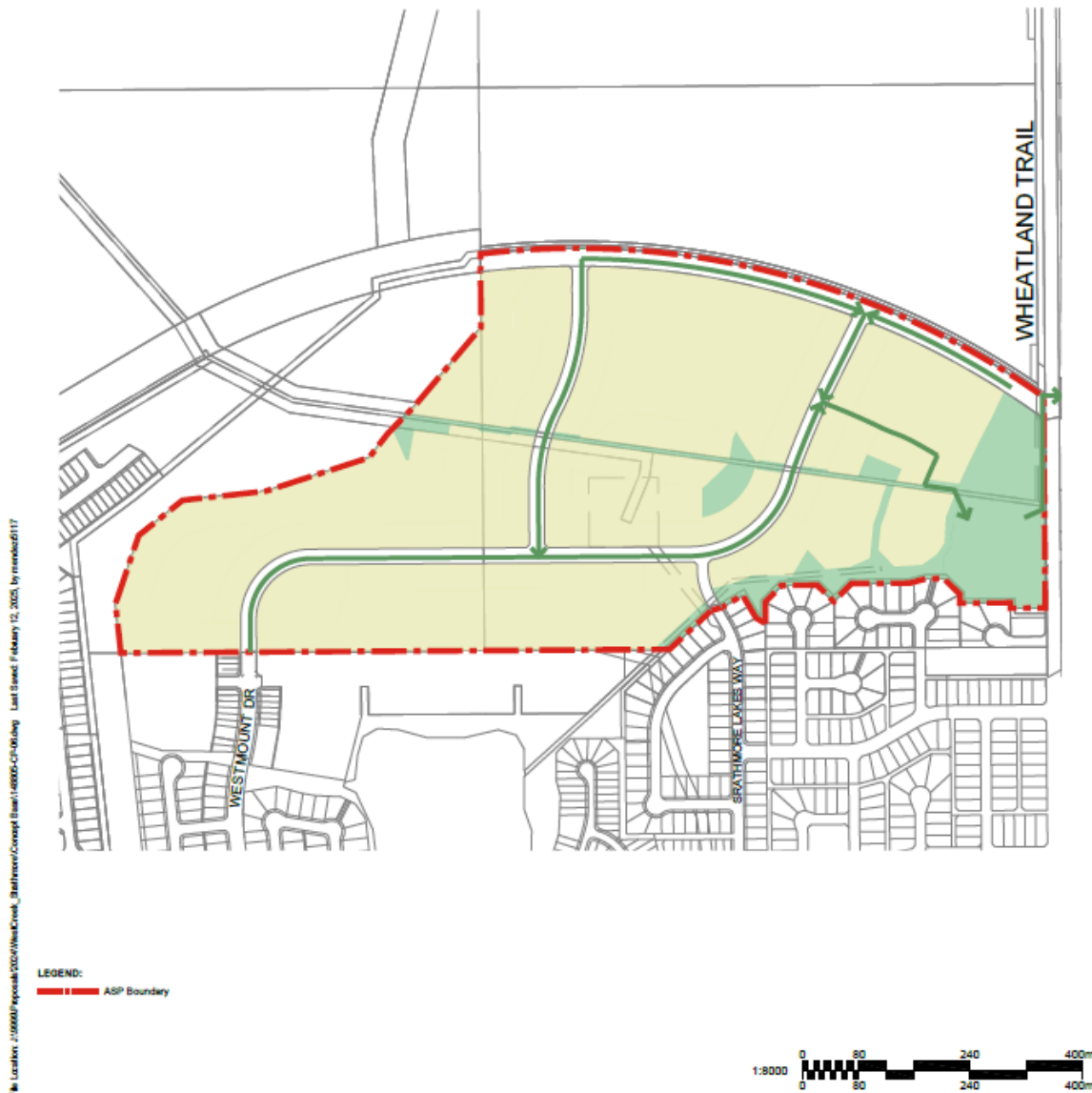
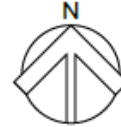


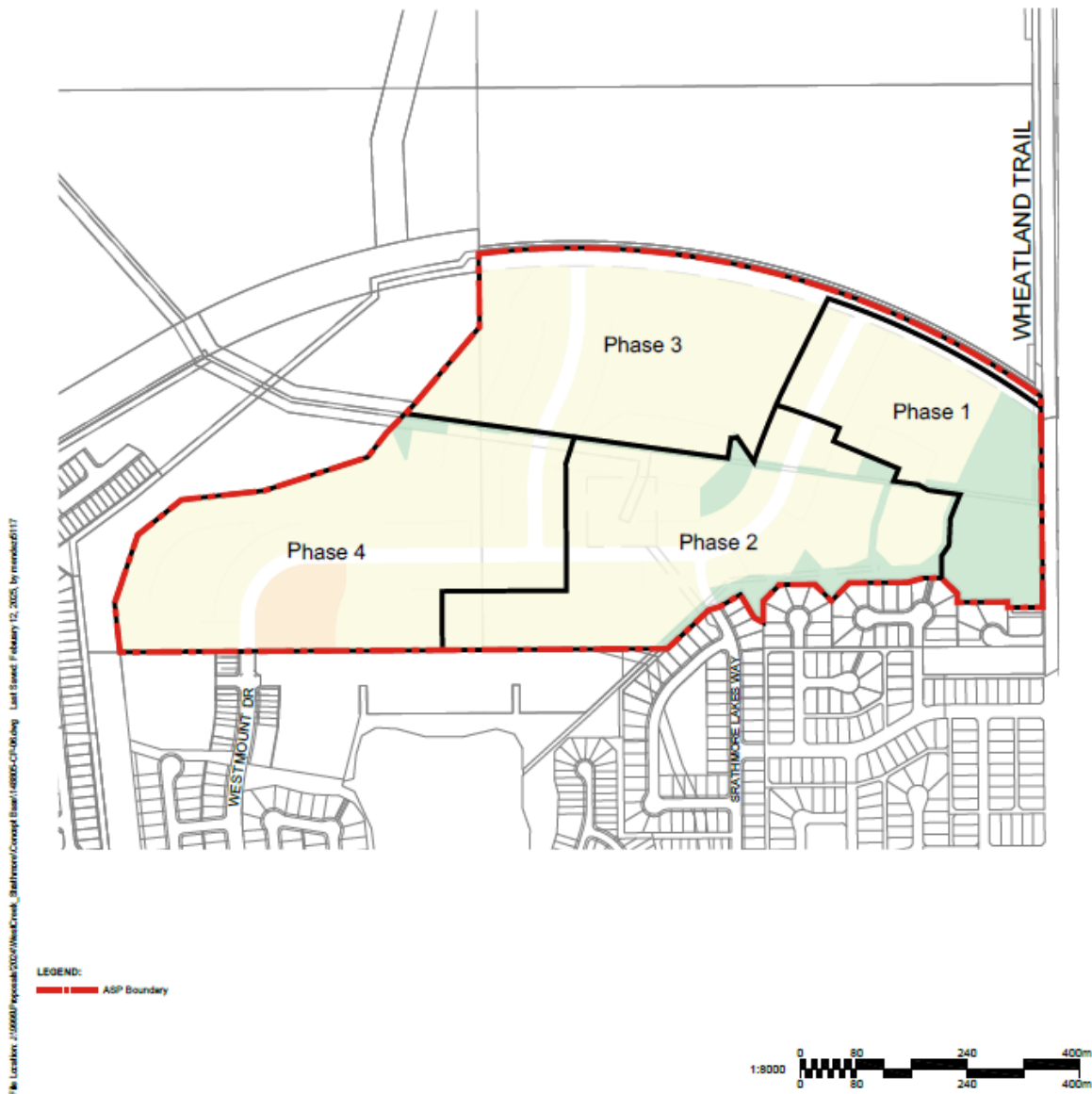
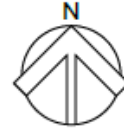


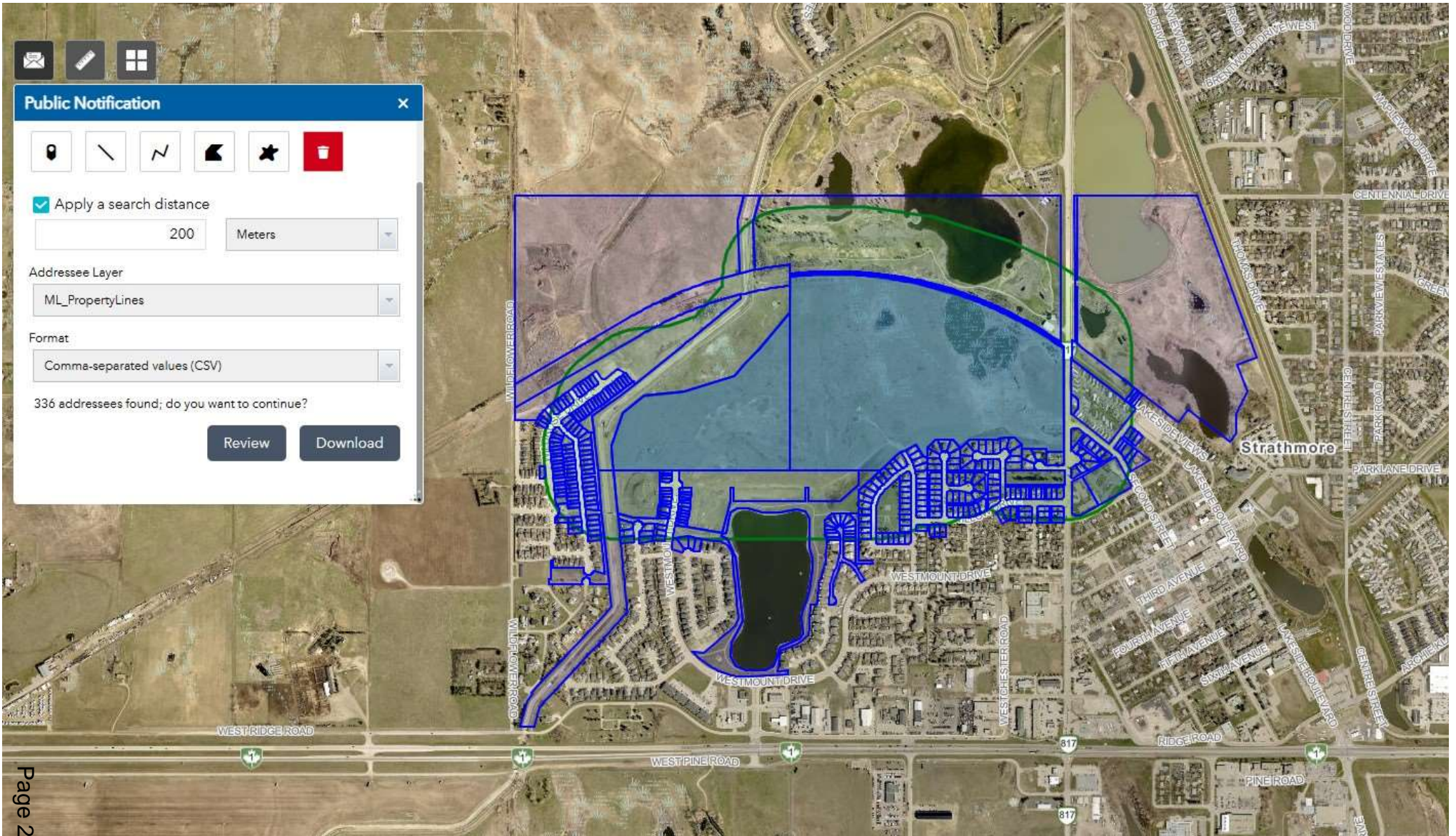


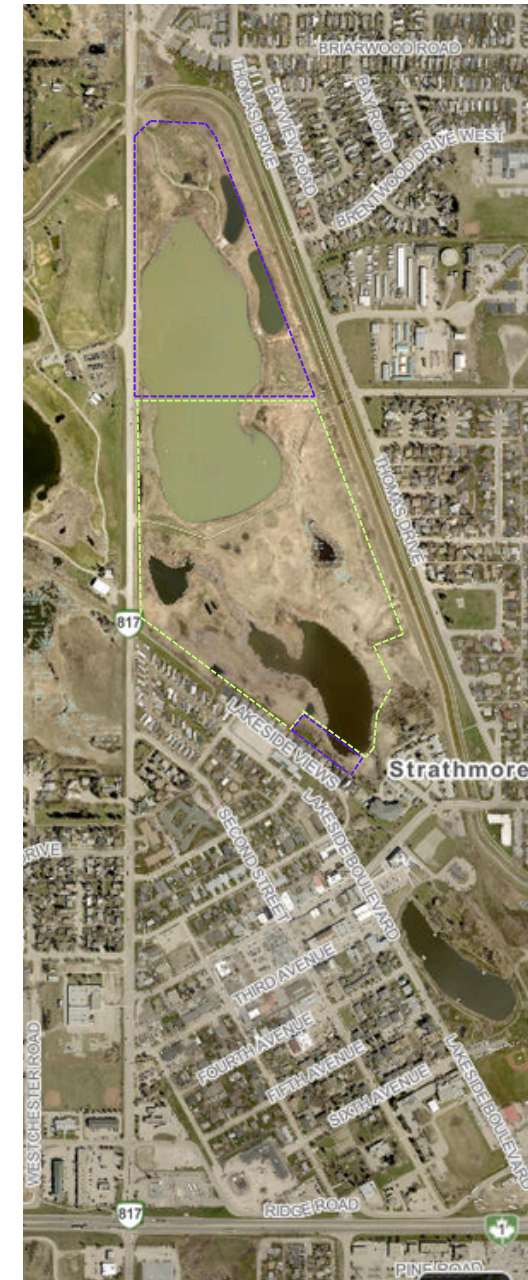
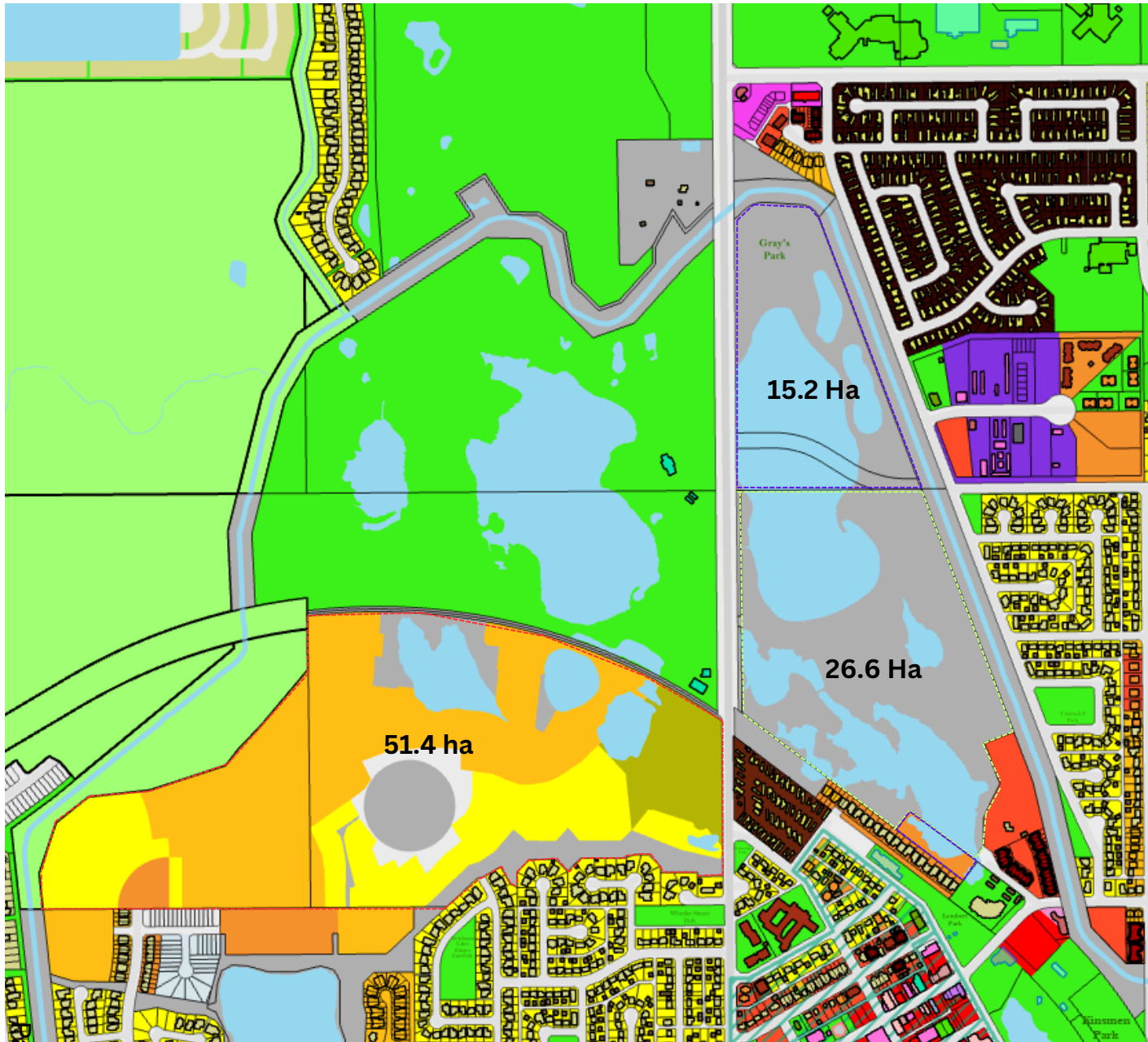












Legend:

Ownership:

 West Strathmore Developments L

 Town of Strathmore

 The developer intends to make a donation to the Town of Strathmore 26.6 ha

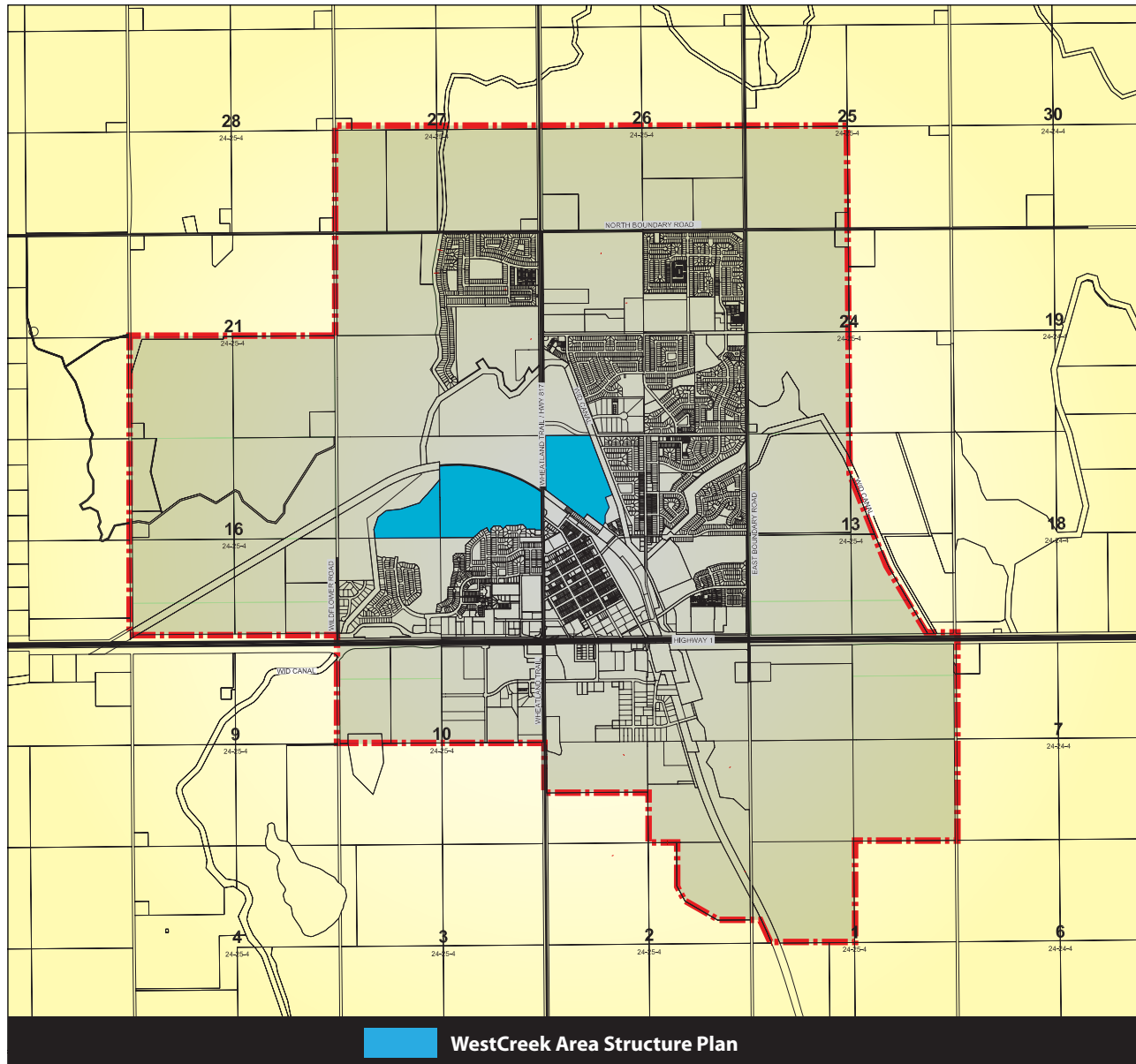
The information provided on this map is not intended as a 'legal description' and should not be used as such. While every effort has been made to ensure accuracy, we cannot guarantee it. Any errors or omissions should be promptly reported to the Town of Strathmore GIS Services Department.

Please note that the Town of Strathmore will not be held liable for any damages, lost profits, business interruption, loss of business information, or other financial losses resulting from the use of this map or the information it contains.



WestCreek

AREA STRUCTURE PLAN



BYLAW 08-22 Adopted August 18, 2010

TOWN OF
Strathmore

TABLE OF CONTENTS

LIST OF MAPS	ii
1.0 INTRODUCTION	1
1.1 PURPOSE.....	1
1.2 PLAN AUTHORITY	1
1.3 INTERPRETATION OF THE PLAN	3
1.4 PLAN AMENDMENTS	4
2.0 VISION & GOALS	4
2.1 VISION.....	4
2.2 GOALS.....	4
3.0 PLANNING AREA.....	5
3.1 LOCATION AND SIZE	5
3.2 OWNERSHIP	5
3.3 PLAN CONTEXT	8
3.4 ADJACENT LAND USES	8
4.0 SITE ANALYSIS	10
4.1 EXISTING LAND USES	10
4.2 CULTURAL AND ARCHAEOLOGICAL RESOURCES.....	12
4.3 BIOPHYSICAL RESOURCES.....	12
4.4 TOPOGRAPHY AND SOILS	17
4.5 GEOTECHNICAL EVALUATION	17
4.6 ENVIRONMENTAL SITE ASSESSMENT	17
5.0 FUTURE LAND USE CONCEPT	18
5.1 LAND USE CONCEPT MAP	18
6.0 LAND USE POLICY & REDESIGNATION	20
6.1 RESIDENTIAL AREA.....	20
6.2 FUTURE DEVELOPMENT AREA	22
6.3 RESERVE DEDICATION	23
7.0 TRANSPORTATION POLICIES.....	26
7.1 EXTERNAL ROADWAYS.....	26
7.2 INTERNAL ROAD NETWORK.....	27
7.3 TRANSIT.....	28
7.4 PEDESTRIAN AND CYCLIST ACCOMMODATION	28
8.0 SERVICING POLICIES	30

8.1	UTILITY INFRASTRUCTURE	30
8.2	WATER DISTRIBUTION SYSTEM	31
8.3	SANITARY SEWER SYSTEM.....	33
8.4	STORMWATER MANAGEMENT	35
9.0	PHASING POLICIES	38
9.1	PHASING	38
10.0	IMPLEMENTATION	40
10.1	APPROVAL PROCESS	40
11.0	PUBLIC CONSULTATION	40

LIST OF MAPS

- Map 1: Location
- Map 2: Ownership
- Map 3: Planning Area
- Map 4: Existing Land Use
- Map 5: Existing Habitats
- Map 6: Existing Wetlands
- Map 7: Future Land Use Concept
- Map 8: Reserve Dedication
- Map 9: Transportation Plan
- Map 10: Water System
- Map 11: Sanitary Sewers
- Map 12: Storm Sewer System
- Map 13: Phasing Plan

1.0 INTRODUCTION

1.1 PURPOSE

The Purpose of this Area Structure Plan is to refine and implement the Town of Strathmore's broader strategic planning objectives, as identified in the Town of Strathmore's Municipal Development Plan. The WestCreek ASP shall guide the vision, land use, and eventual subdivision of a new residential community. The plan includes policies intended to promote community development that is logical and compatible with surrounding land uses.

To accomplish this purpose, the WestCreek ASP shall establish a broad framework for future development that responds to the demands of the marketplace. Appropriate land uses and their location within the plan area shall be established, as well as the density and sequencing of residential lands. The plan incorporates sound engineering principles in the conceptual design of major roadways and utility servicing, and has accounted for potential physical and environmental constraints within the area.

1.2 PLAN AUTHORITY

1.2.1 Municipal Government Act

Strathmore Town Council has the ability to adopt the WestCreek Area Structure Plan through bylaw in accordance with Section 633 of the *Municipal Government Act*, which states that Area Structure Plans:

"(a) must describe

- i) the sequence of development proposed for the area,*
- ii) the land uses proposed for the area, either generally or with respect to specific parts of the area, and*
- iii) the density of population proposed for the area either generally or with respect of specific parts of the area, and*
- iv) the general location of major transportation routes and public utilities, and*

(b) may contain any other matters the council considers necessary."

1.2.2 Town of Strathmore Land Use Bylaw

In order for development to proceed on the WestCreek lands, Area Structure Plan and land use approval must be given by Town Council. The Town of Strathmore Land Use Bylaw

establishes the framework for various land uses deemed appropriate for any property, as approved by Council. Policies contained in the WestCreek ASP shall not be contrary to the rules and guidelines of the Land Use Bylaw or any other document of the Town of Strathmore.

1.2.3 Town of Strathmore Area Structure Plan Terms of Reference

Strathmore Town Council requires an Area Structure Plan for all undeveloped lands within the Town boundary that do not have a recently approved concept plan prior to any development activity. The Town has prepared an *Amended Area Structure Plan Terms of Reference* for the WestCreek plan area. This document requires the landowner to work closely with the Town and in consultation with the public to address the following items:

- (i) A future land use scenario that shall respect an overall gross density of 6.5 units per acre.
- (ii) Development phasing for full build out of the development.
- (iii) The land use scenario should provide for a range of housing types, and mid to higher density residential development should occur adjacent to collector and/or arterial roads.
- (iv) Higher density residential development should be geared to support future Transportation Oriented Development (T.O.D.). Mixed-use development within T.O.D. nodes is encouraged.
- (v) The development of local commercial is encouraged.
- (vi) Development should be planned around parks and open spaces, and should allow for local connecting trails between parks and open spaces.
- (vii) All development along the canal should be set back and lands adjacent to the canal should be dedicated as municipal reserve (MR). Lands along the canal are to be left as public space, in order to ensure that the Town's future regional trail system can be constructed.
- (viii) Lands adjacent to existing development located in the NE-15 should be dedicated as MR, in order to protect a pathway corridor, and act as a buffer between the two communities.
- (ix) All development within wetland areas must follow the Town's Wetland Policy.
- (x) Dedicated lands, including but not limited to conservation easements, public utility lots, municipal/school reserves, and if necessary environmental reserves.
- (xi) Innovation and efficient proposed access and internal road circulation recognizing municipal road standards.

- (xii) Mitigation measures such as landscaping treatment, screening, buffering, and/or berming necessary to address any on or off site visual impact, including site lines from existing or future developments. All landscaping must follow the standards set out in the new section 60 (Landscaping Standards) of the Land Use Bylaw.
- (xiii) All development surrounding the EnCana well site must meet and/or exceed AEUB setback regulations (written confirmation must be sent from the AEUB to the Town stating that the setbacks within the Plan conform to their standards). Lands within the setback area surrounding the well site shall be considered for MR. However, the land within the fenced well site, shall not be credited for MR.
- (xiv) All infrastructure or equipment within the well site must be covered/clad with material that meets the architectural controls established by the developer. Any fencing required for the site must visually screen the area and be aesthetically pleasing.
- (xv) Identification and preservation of existing site lines, views, and vistas where possible.
- (xvi) Any and all constraints to development, including man made and natural, including but not limited to, geotechnical, environmental, hydro-geological, or historical.
- (xvii) A Traffic Impact Assessment.
- (xviii) Address all servicing issues and provide illustrations to show proposed services.
- (xix) All servicing issues must follow the Town's *Master Servicing Study – Annexation 2006*.
- (xx) Results of all public open houses must be brought back to Council.

1.3 INTERPRETATION OF THE PLAN

1.3.1 Map Interpretation

Maps contained in this document are conceptual. Unless otherwise specified within the Plan, the boundaries or locations of any symbols or areas shown on a map are approximate only. They are not intended to define exact locations except where they coincide with clearly recognizable physical features or fixed boundaries, such as property lines or roads and utility rights-of-way. Any changes to the concept of a map will require an amendment to the Area Structure Plan. More detailed mapping, including surveyed property lines will be required at the subdivision stage.

1.3.2 Policy Interpretation

Where a purpose section accompanies a policy, it is provided for information purposes only to enhance the understanding of the policy. Should an inconsistency arise between the purpose section and a policy, the policy shall take precedence.

Where “shall” is used in a policy, the policy is considered mandatory. Where “should” is used in a policy, the intent is that the policy is strongly encouraged and can be deviated from where unique circumstances, such as an impractical or impossible situation, dictate a different course of action. However, the general intent is compliance, wherever possible.

Where a policy requires submission of studies, analysis or information, the exact requirements and timing of the studies, analysis or information shall be determined at the Land Use and Subdivision stage.

1.4 PLAN AMENDMENTS

All changes to the WestCreek Area Structure Plan will require an amendment and shall be referred to the appropriate authority, with the supporting information necessary to evaluate and justify the amendment in accordance with the *Municipal Government Act (Part 5, Div.9, Section 191)*.

Where changes to the text or maps of the Plan are necessary, an amendment to the Plan shall proceed in accordance with the *Municipal Government Act*.

Where an amendment to the Plan is requested, the applicant shall submit supporting information necessary to evaluate and justify the amendment.

2.0 VISION & GOALS

2.1 VISION

The WestCreek community shall provide a range of housing opportunities for the residents of Strathmore. An assortment of single-detached, mixed, and medium density attached homes shall invite both young and mature families to establish roots in Strathmore. Public open space has been dispersed throughout the community and residents will have the opportunity to enjoy their wetlands amenity on the east lands, which will offer exceptional recreational and educational opportunities.

2.2 GOALS

The general goals of the WestCreek ASP and Land Use Redesignation are:

1. to create a safe, attractive, and efficient community.
2. to focus development on the west lands only and to provide a broad range of housing types and lot sizes to meet the residential accommodations for future Strathmore residents.

3. to provide the opportunity for enhanced pedestrian movement throughout the community and access to recreational facilities, parks and natural amenities.
4. to provide a road network capable of supporting the traffic generated by the development.
5. to create an engineered stormwater pond on the eastern lands that incorporates a forebay to establish storm water quality and volume control for the upstream lands.
6. to develop a logical extension of the existing Town of Strathmore infrastructure, as necessary to service the lands, on an economical, and phased basis.
7. to establish appropriate interfaces between the ASP area and surrounding lands.

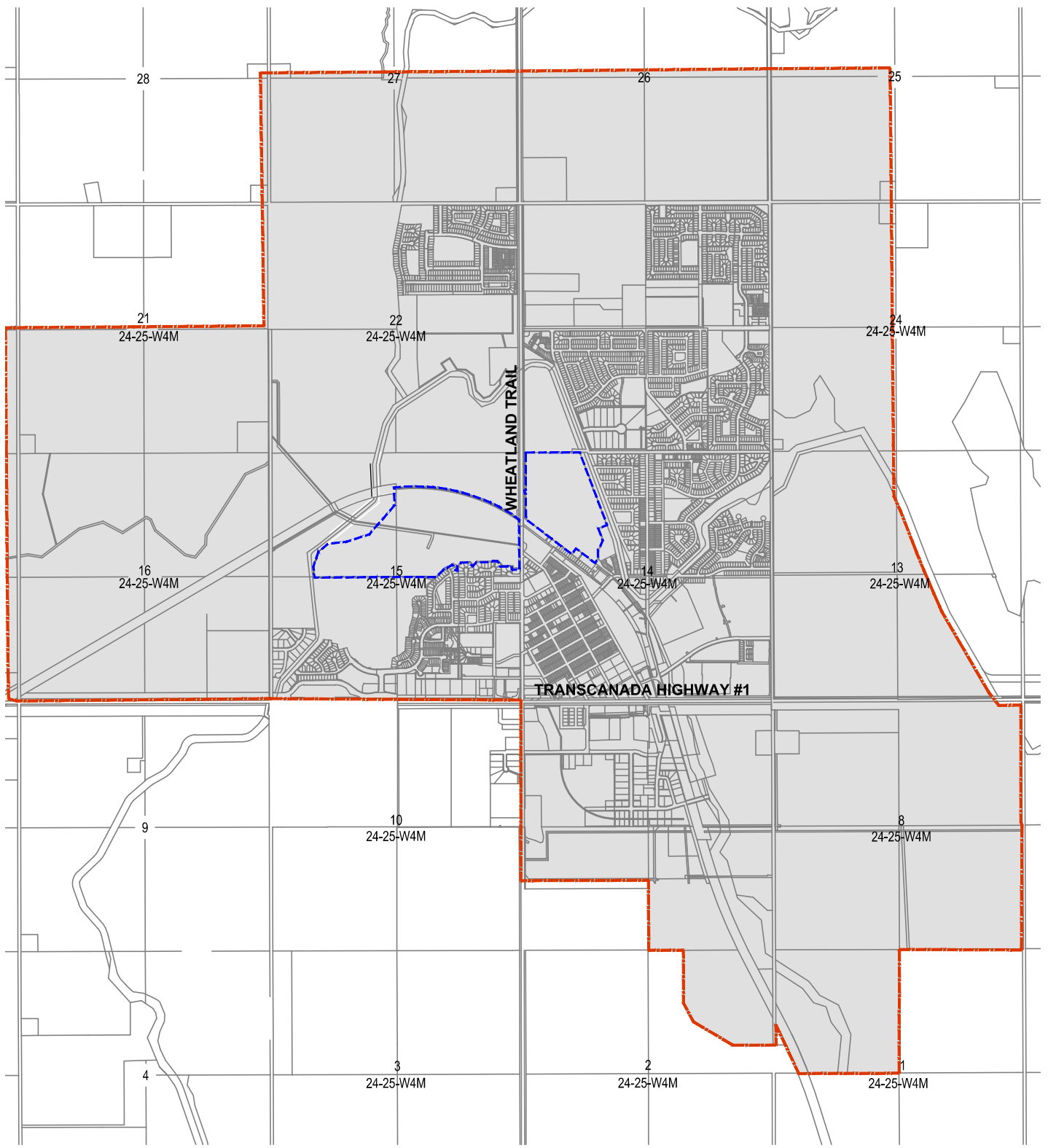
3.0 PLANNING AREA

3.1 LOCATION AND SIZE

The Area Structure Plan applies to +/- 192.99 acres (78.10 hectares) of land within the boundaries of the Town of Strathmore. The property is generally located in the northwest central area of town, north of the TransCanada Highway, as identified in Map 1. The West Lands (+/- 127 acres) are contained within a portion of NW 15-24-25-W4, and Block A, Lot 1, Plan 9410061. The East Lands (+/- 65.9 acres) area contained within Block 1, Lot 3, Plan 9211782.

3.2 OWNERSHIP

As of August 18, 2010, all lands within the boundaries of the WestCreek ASP are owned by West Strathmore Developments Ltd., as illustrated by Map 2.



LEGEND:

 ASP AREA

 TOWN of STRATHMORE BOUNDARY



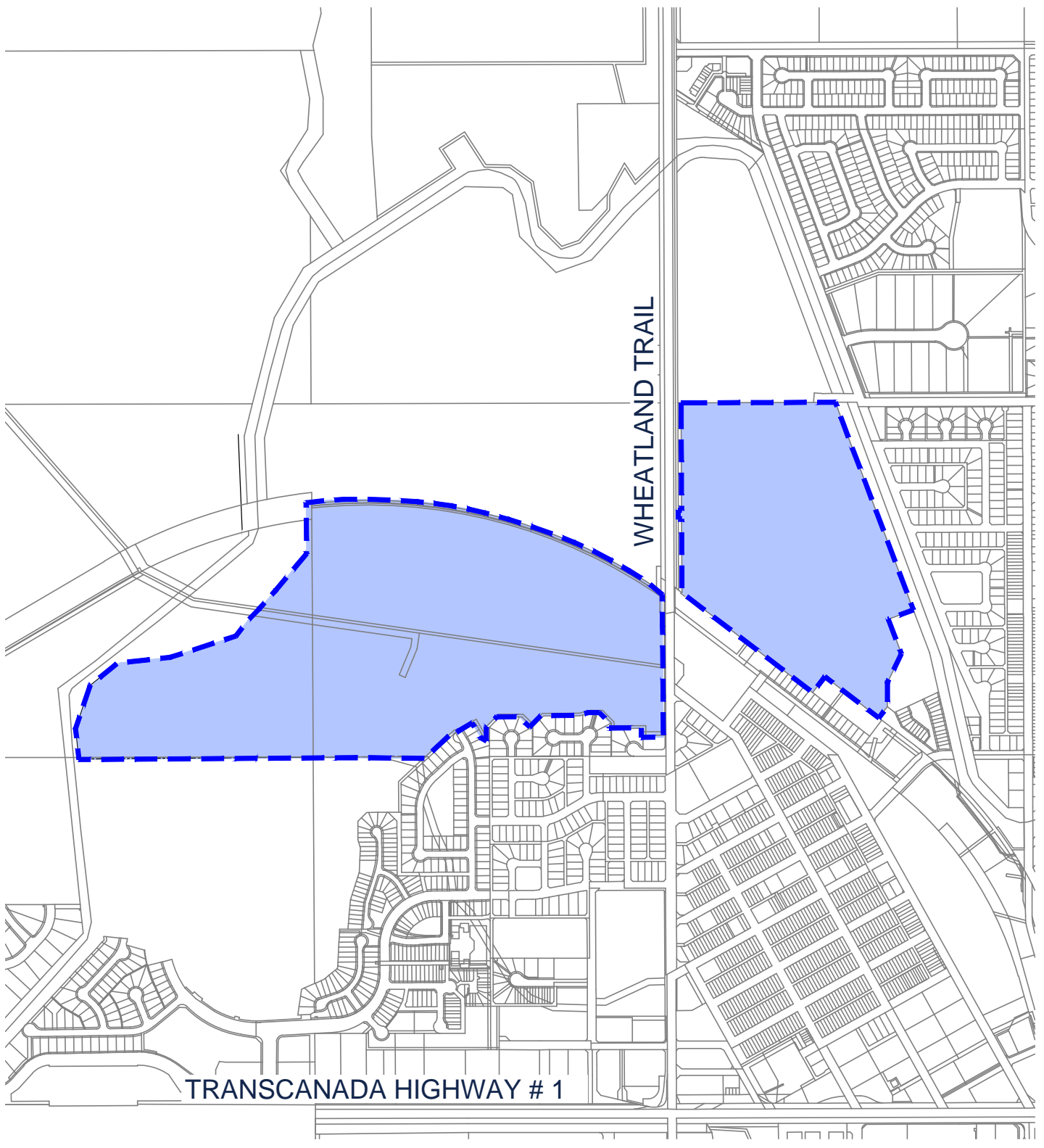
WestCreek ASP



MAP 1

LOCATION

AUGUST 2010



LEGEND:



ASP AREA



WEST STRATHMORE DEVELOPMENTS



WestCreek ASP



MAP 2

OWNERSHIP MAP

AUGUST 2010

3.3 PLAN CONTEXT

The Town of Strathmore has experienced significant growth pressures over the past decade, increasing from a population of 5,471 in 1997 to 11,102 in 2007, representing a population percentage change of approximately 51%. The Town continues to attract additional residents, with only a 50 km drive to Calgary City Centre, and with the expansion of its own community services, industry, and retail amenities. The town experienced a rate of growth of approximately 7% between 2006 and 2007. The demand for a range of housing remains very strong, while land available for residential development is in short supply.

The area of the ASP referred to as the East Lands will contain no urban development. A portion of these lands contain wetlands, accommodate stormwater from nearby lands, and are valued as an amenity for residents of Strathmore.

3.4 ADJACENT LAND USES

Existing land uses adjacent to the WestCreek ASP are illustrated in Map 3 and 4. The West Lands are bound to the north by the Strathmore Golf Club, to the northwest by future development lands, to the west by WID lands, to the southwest by the emerging community of Wildflower Heights, to the south by the Strathmore Lakes stormwater ponds and the community of Westmount (primarily R1 lots), and to the east by Wheatland Trail. The East Lands are bound by Wheatland Trail to the west, Town of Strathmore stormwater facilities to the north, Brentwood Business Park (M1 and M2 light industrial) to the northeast, the community of Thorncliff (primarily R1 lots) to the east, and Westpark Village (primarily R1 and mobile homes) to the south.



LEGEND:



ASP AREA



TOWN of STRATHMORE BOUNDARY



WestCreek ASP



MAP 3

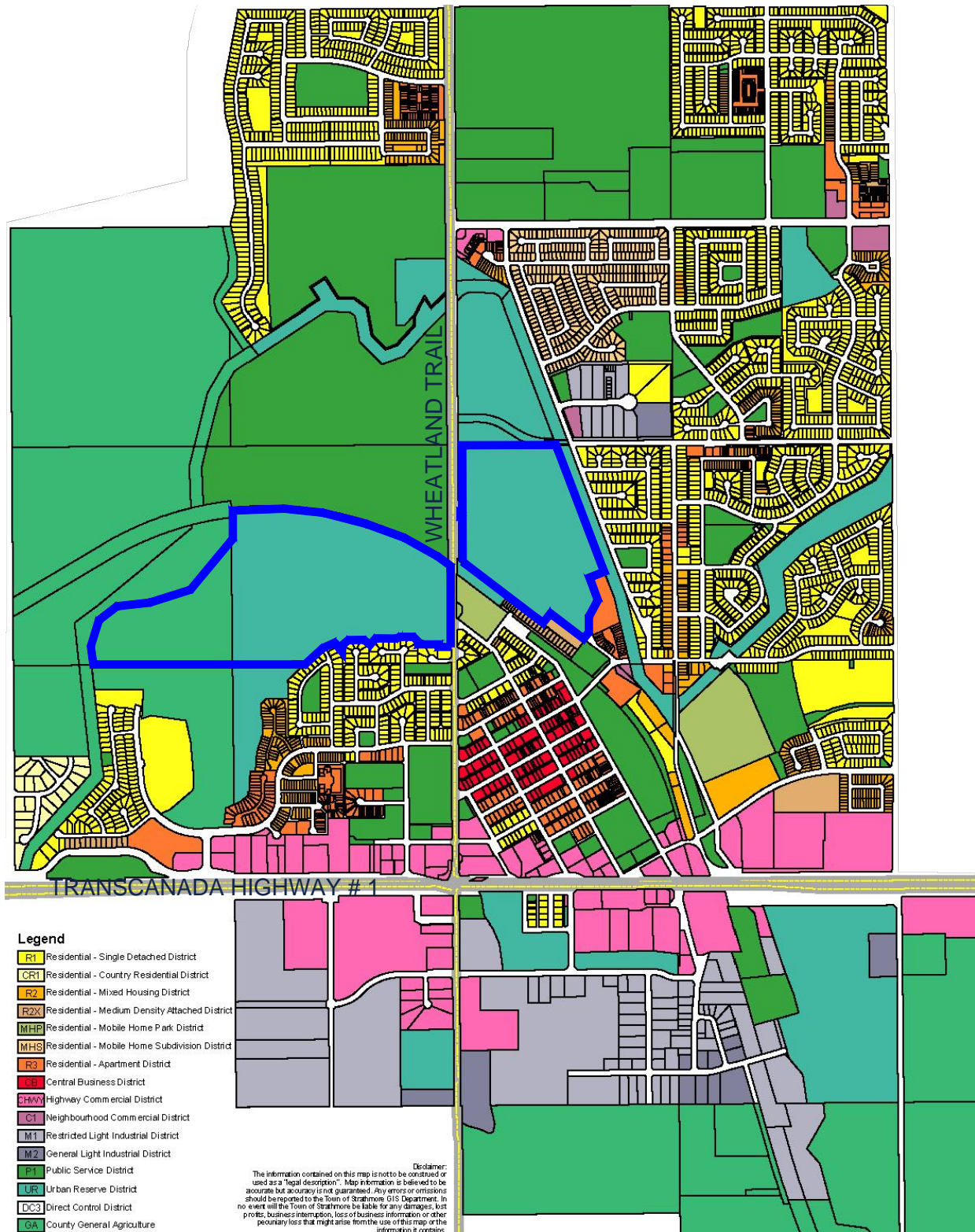
PLANNING AREA

AUGUST 2010

4.0 SITE ANALYSIS

4.1 EXISTING LAND USES

The lands contained within NW 15-24-25-W4 are currently designated County General Agriculture District (GA), while the balance of the west lands and the entire east lands are designated Urban Reserve District (UR). To accommodate the development proposed in this ASP, a land use redesignation will be required for the west lands. Existing land uses are shown in Map 4. Proposed land uses are described in Section 5.0.



LEGEND:



WestCreek ASP



MAP 4

EXISTING LAND USE

AUGUST 2010

4.2 CULTURAL AND ARCHAEOLOGICAL RESOURCES

Aresco Ltd. was commissioned to complete a Historical Resources Impact Assessment for the WestCreek ASP lands, completed in February 2008. A total of 7 sites were discovered, all deemed to have nil to limited value. The study concludes that “of the 7 sites discovered, none were deemed to be of such value and condition as to warrant further investigation”, and that “it is thus recommended that proposed development be allowed to proceed as planned” (Historical Resources Impact Assessment, Final Report, Permit 2007-210, Page 22).

4.3 BIOPHYSICAL RESOURCES

A Biophysical Impact Assessment was prepared for the ASP area in April 2008, by Sweetgrass Consultants Ltd. This study assessed habitat significance and regional ecosystem processes, and evaluated the effect of planned development. Existing Habitat for the WestCreek lands are represented in Map 5. The study concluded that non-native habitats occupy the majority of the land base, and no federally listed species at risk were recorded. One provincially rare plant species, one provincially threatened species and several provincially sensitive species occur on the lands.

Map 6 identifies all existing wetlands by their Stewart and Kantrud Classification. While wetlands are identified on the West Lands, the wetlands on the East Lands are significantly more productive. These marsh and wet meadow areas have been influenced through one or more of the following: canal seepage, the addition of stormwater, drainage, and heavy grazing. For example, the wet meadow (Wetland 12c, Map 6) on the East Lands appears to be greatly influenced by seepage from leaks in the WID canal. If the canal were to be repaired, the extent of wetland (wet meadow) would likely be reduced. In addition, the remaining areas of wet meadow would likely be drier than what exists today. Also, two wetlands on the East Lands are part of a previous Ducks Unlimited project fed by irrigation water, which continue to receive stormwater run-off from the Town of Strathmore. Direct habitat loss associated with development on the West Lands shall involve the loss of mainly non-native habitat, and a few wide-ranging plants.

One provincially rare plant species called “pale blue-eyed grass” was found on the property, with the largest population found on the East Lands where plants were estimated in the thousands. This portion of the East Lands will be protected under an Environmental Reserve (ER) dedication (see Map 9, Reserve Dedication). A smaller population was found on the West Lands. The potential to relocate this population will be investigated. One Wildlife Species at Risk of provincial concern was recorded, the Trumpeter Swan, which is listed as “threatened” under the Wildlife Act. A number of other species were concentrated on the East Lands, and identified as “sensitive” (BIA, Sweetgrass Consulting, Page 8-9).

While some habitat on the West Lands will be directly lost due to development, the Biophysical Impact Assessment notes that “the condition of these aquatic habitats has declined significantly in recent years because of human-related activities” (BIA, Sweetgrass Consulting, Page 12). The conclusions and mitigation considerations from the Biophysical Impact Assessment are summarized below:

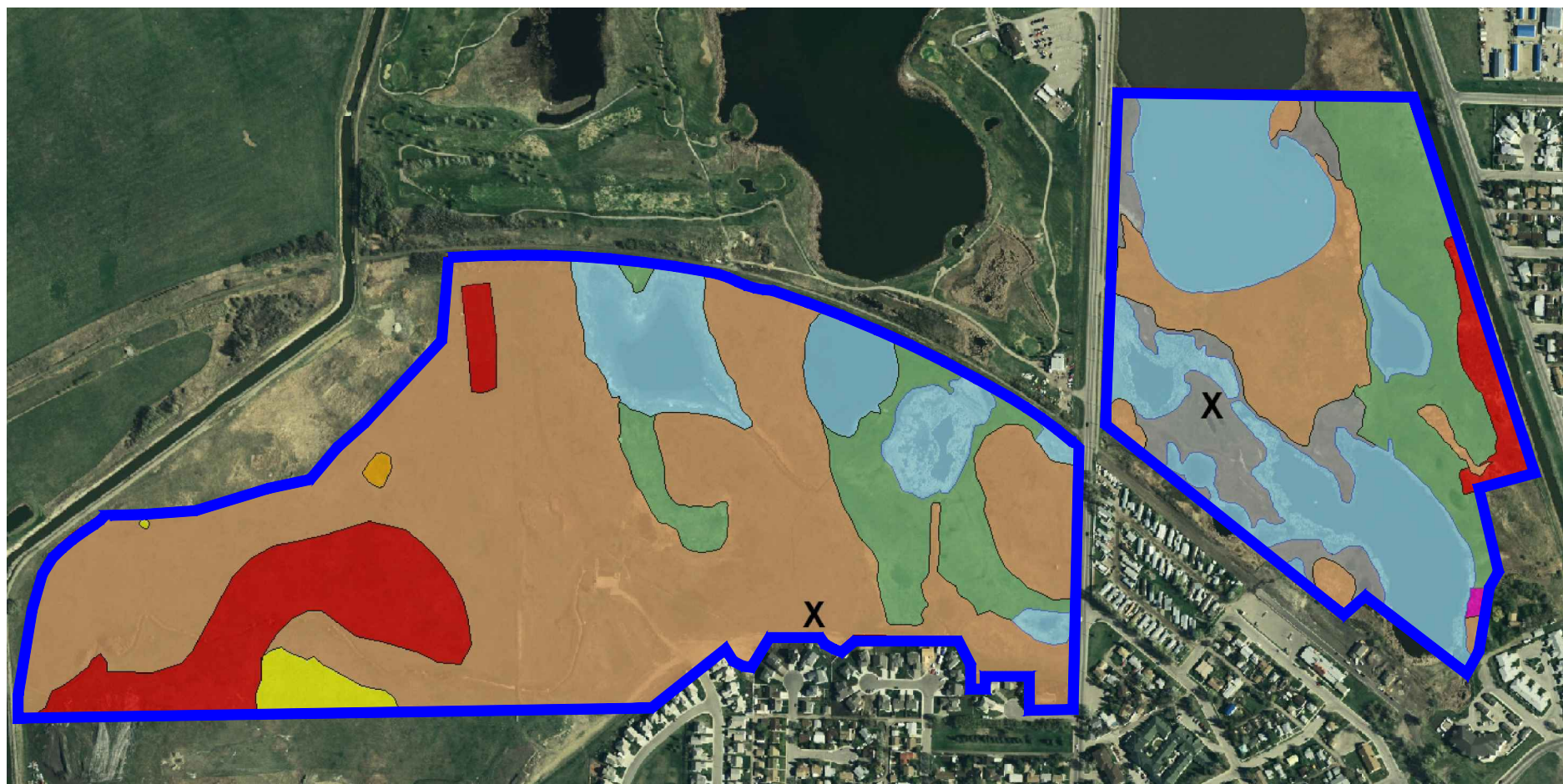
4.3.1 Biophysical Impact Assessment Conclusions and Mitigation Considerations

1. Development of the conservation – interpretation area will result in a complex of habitats that will benefit a diversity of species, including provincially sensitive wildlife. This complex of habitats will represent a larger area of connected wetland and productive upland habitat than currently exists. This project will also allow for effective public education and use while providing productive habitat for wildlife.
2. Direct habitat loss associated with the development (of the West Lands) will involve the loss of mainly non-native habitat, habitats with low productivity, a few common, wide-ranging plant species, and few, if any, wildlife species.
3. Efforts will be considered to relocate the population of rare pale blue-eyed grass on the western lands to suitable habitat on the eastern lands.
4. Contribution of the project toward cumulative regional habitat fragmentation, loss of wildlife corridor potential, and loss of regional biodiversity will be negligible or very minor.
5. Construction of the development will proceed outside of the nesting season for birds to avoid disturbance to nests and young, which complies with the Migratory Birds Convention Act.

4.3.2 Policies

1. The loss of habitats on the western lands will be compensated by development of a wetland conservation – interpretation area on the eastern lands provided by a number of parties including WestCreek Developments, Olds College, Alberta Environment, the Town of Strathmore and other interested groups that will allow for the retention and enhancement of important wetlands, an increase in wetland area, and reclamation and enhancement of non-native / disturbed upland.
2. Construction of the development will proceed outside of the nesting season for birds to avoid disturbance to nests and young, which complies with the Migratory Birds Convention Act.





3. To ensure conservation of wetland communities, including waterfowl, appropriate buffers will be provided on the eastern lands between wetlands and housing development. Planting trees and shrubbery as a screen between wildlife areas and human activity is an option to create more effective buffers. However, Olds College research and monitoring will determine what the buffers will consist of.
4. The organic materials from the three western wetlands will be relocated to the eastern lands in conjunction with approvals from Alberta Environment.








LEGEND:

 ASP AREA



 Alkali Wet Meadow
 Marsh/Open Water
 Wet Meadow
 Disturbed

 Non-native Grass
 Non-native Shrub
 Shrub/Grass

 Grassland
 Grassland - small patch

WestCreek ASP



MAP 5



WESTCREEK HABITATS



AUGUST 2010



LEGEND:

 ASP AREA

 Class II Wetland
 Class III Wetland

 Class IV Wetland
 Class V Wetland

Wetland Influences
 c - canal seepage
 d - degraded
 s - stormwater fed



WestCreek ASP



MAP 6

WESTCREEK WETLANDS

AUGUST 2010

4.4 TOPOGRAPHY AND SOILS

The topography of the WestCreek ASP lands is gently undulating to level. The Biophysical Impact Assessment prepared by Sweetgrass Consultants Ltd. identifies underlying deposits of glacial lake sediments of silt and sand, mainly east of Wheatland Trail, and glacial till west of Wheatland Trail. Soils include a significant component of imperfect to poor drained types, influenced by a relatively high water table and seepage from the nearby irrigation canal.

4.5 GEOTECHNICAL EVALUATION

A Geotechnical Evaluation of the WestCreek West Lands was conducted by McIntosh Lalani Engineering Ltd. in October 2007. This report assesses the general subsurface soil conditions of the west lands and provides geotechnical construction guidelines for the development. Development of the WestCreek lands shall proceed in accordance with the results of these geotechnical findings. These requirements will be met at the site grading and building permit stage of approvals. The study also identified locations of pond sediments and wet sands. Protocol for the appropriate handling of pond sediments and wet sands will be provided by McIntosh Lalani Engineering at the time of site grading.

4.5.1 Policy

All concrete coming into contact with soils must meet specific requirements including sulphite resistant cement in accordance with the McIntosh Lalani Engineering report (Nov. 19, 2007)

4.6 ENVIRONMENTAL SITE ASSESSMENT

A Phase II Environmental Site Assessment for the WestCreek West Lands was completed by Base Property Consultants Ltd. in May 2008. The study assessed the existing soil and groundwater conditions, which included the drilling and analysis of seven boreholes, three of which were installed with environmental groundwater monitoring wells. Testing results recorded non-detectable levels of hydrocarbon, PAHs (polyaromatic hydrocarbons), soil sterilant, VOCs (volatile organic compounds) or metal contamination (Phase II ESA, Base Property Consultants, Page 7). Groundwater was “measured at depth between 1.9 and 2.6 metres below the ground surface, indicating a southeasterly groundwater flow direction” (Phase II ESA, Page 6). The study concludes that further environmental investigation is not required.

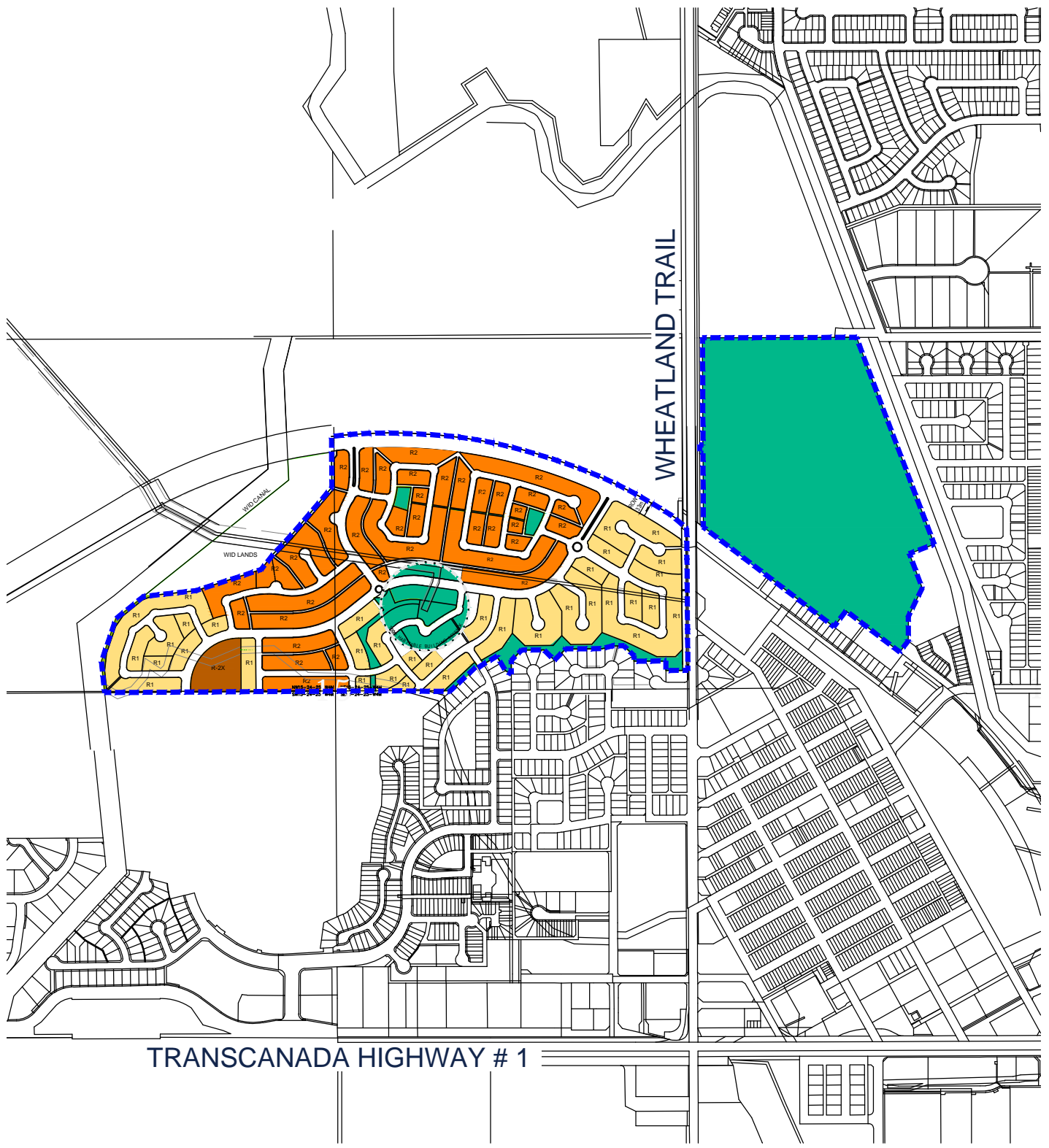
5.0 FUTURE LAND USE CONCEPT

5.1 LAND USE CONCEPT MAP

The WestCreek ASP area shall comprise of a range of residential and open space land uses. The table below provides land use statistics regarding the areas associated with each land use for the Future Land Use Concept. (Map 7).

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

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



LEGEND:



ASP BOUNDARY



R-1 SINGLE DETACHED RESIDENTIAL



R-2 MIXED HOUSING



R-2X MEDIUM DENSITY ATTACHED HOUSING



UR URBAN RESERVE

WestCreek ASP



MAP 7

FUTURE LAND USE CONCEPT

AUGUST 2010

5.2 POLICY DIRECTION

Section 6.0 of the ASP contains policies that apply to specific land use areas and symbols shown on the Future Land Use Concept.

The remaining sections of the ASP provide for transportation, servicing, phasing and implementation policies that shall be applied to the Plan area.

6.0 LAND USE POLICY & REDESIGNATION

6.1 RESIDENTIAL AREA

6.1.1 Purpose

The purpose of the Residential Area is to provide for a range of housing options, from single detached to medium density attached, in a comprehensively designed neighbourhood. Public open space will be interspersed throughout the residential area to serve the recreational needs of the residents. The Residential Area comprises the majority of lands within the West Lands, identified as R-1, R-2 and R-2X on Map 7. The design of the Residential Area should offer residents a choice of movement via multi-access roadways, pedestrian connectivity, and bicycle routes within the community. The details of the residential design shall be determined through the Subdivision process.

(1) Composition of Residential Area

(a) Subject to the policies of this Plan,

- (i) single detached and two-unit dwelling residential uses (duplexes, semi-detached dwellings, and garden suites) shall be the predominant use of land within the Residential Area;**
- (ii) to ensure a comprehensively planned community, multi-unit dwellings, where determined to be compatible and appropriate, shall be developed within the Residential Area;**
- (iii) open space shall be provided throughout the Residential Area to meet the active and passive recreational needs of residents and to contribute to the overall neighbourhood environment and identity;**

(b) The general categories of uses identified under subsection (1)(a) shall be refined through the Land Use Districts applied within the Residential Area (See subsection 6.1.1.4.

(2) Design of Residential Area

(a) The design for the Residential Area shall:

- (i) be consistent with the Future Land Use Concept, Map 7, recognizing that this plan is intended to show the general nature of subdivision and is subject to minor change at the Subdivision stage;
 - (ii) provide sidewalks, and pathways and encourage continuity of streets within the neighbourhood to facilitate access, increase connectivity and support safe pedestrian, bicycle and vehicular movement;
 - (iii) be refined through the Subdivision stage; and
 - (iv) emphasize opportunities for distinct neighbourhoods that comprise unifying elements to create a cohesive community.
- (b) The developer shall prepare and implement Design Guidelines and Architectural Controls for residential development in order to ensure an aesthetically coordinated streetscape appearance as well as an attractive appearance from all publicly accessible areas. These controls must also address the well site infrastructure and equipment cladding.

(3) Density and Population of Residential Area

- (a) In order to support the efficient provision of infrastructure, amenities and services and to use the land resource more efficiently, a residential density of approximately 6.5 units per acre should be achieved in the ASP area. This amounts to approximately 1002 dwelling units with a corresponding population of approximately 3,000, based on 3.0 persons per unit.

Density Summary

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

(4) Land Use Redesignation

- (a) The redesignation of land within the WestCreek ASP shall be composed of Single Detached Residential (R-1), Mixed Housing (R-2), and Medium Density Attached Housing (R-2X), in accordance with the Future Land Use Concept, Map 7.

6.2 FUTURE DEVELOPMENT AREA

6.2.1 Purpose

An area central to the West Lands, is affected by a wellhead, and an associated 100 metre residential setback. The developer is currently working with Encana to assess the possibility of reducing this setback. Until such time as the setback is reduced, the area shall remain as Urban Reserve lands, containing no residential units. Once clearance has been received, lands within the setback area shall be developed as residential units, integrated within the layout of the community, as illustrated in Map 7.

6.2.2 Policies

- (1) Prior to subdivision within the Future Development Area, written confirmation of the reduced setback around the well must be provided from the Alberta Energy Utilities Board to the Town, and an amendment must be incorporated into this ASP.
- (2) In the interim, lands within the wellhead setback area may only be used as open space.
- (3) Access to the wellhead site must be possible at all times.
- (4) Land Use Redesignation of Future Development Area
 - (a) Upon reduction of the setback, lands within the wellhead setback area shall be designated as Single Detached Residential (R-1) and Mixed Housing (R-2), to conform with the zoning of lands surrounding the wellhead setback area, as illustrated in Map 7, Future Land Use Concept.
 - (b) Prior to reduction of the setback, lands within the wellhead setback area shall be designated as Urban Reserve (UR).
 - (c) When development of this area occurs the design should reduce the visual impact of the well.
 - (d) Safety of the wellhead will be in accordance with Alberta Energy and Utilities Board regulations.

6.3 RESERVE DEDICATION

6.3.1 Purpose

The Municipal Government Act (MGA) allows a municipality to require that a landowner/developer allocate and dedicate up to 10% of land being subdivided for purposes of providing public parks, as Municipal Reserve (MR).

Existing and Replacement Wetlands, Public Utility Lot (PUL), Surplus Lands and Municipal Reserve (MR) shall be provided generally as illustrated in Map 8. Lands labeled as Existing Wetlands (17.04 acres) are those lands identified as environmentally significant based on their wetland or habitat classification outlined in the Biophysical Impact Assessment completed for the ASP area. Replacement Wetlands (13.39 acres) refer to new wetlands that will be created to compensate for the loss of existing wetlands on the West Lands. Lands identified as PUL (21.26 acres) are lands that form part a stormwater management system to accommodate flows from surrounding lands and flows from the WestCreek development. The remaining 7.58 acres of Surplus Lands on the east property are provided as a donation to the Town of Strathmore. These lands will remain as open space and provide certainty that the East Lands will contain no urban development.

Municipal Reserve dedication on the West Lands will be in the form of community parks and linear open space, with a total of 6.15 acres. Municipal Reserve dedication on the East Lands will be in the form of open space, with a total of 6.72 acres. Total MR for the ASP area amounts to 12.87 acres, or 10.1% of net developable lands.

Policy

(1) At the time of subdivision of Phase 1, reserve dedication for the eastern lands, according to Map 8, will be implemented by the Town of Strathmore.

The following table outlines the analysis of Municipal Reserve for the WestCreek ASP area.

Municipal Reserve Analysis

	Hectares (+/-)	Acres (+/-)
Total ASP Area	78.10	192.99
Existing Wetlands (East)	6.90	17.04
Replacement Wetlands	5.41	13.39
Public Utility Lot	8.60	21.26
Surplus Lands	3.07	7.58
Municipal Reserve – Balance from West Lands	2.72	6.72
Net Developable Area	51.40	127.00 ⁽¹⁾
Total Municipal Reserve (10.1 % of Net Developable Area)	5.21	12.87⁽²⁾

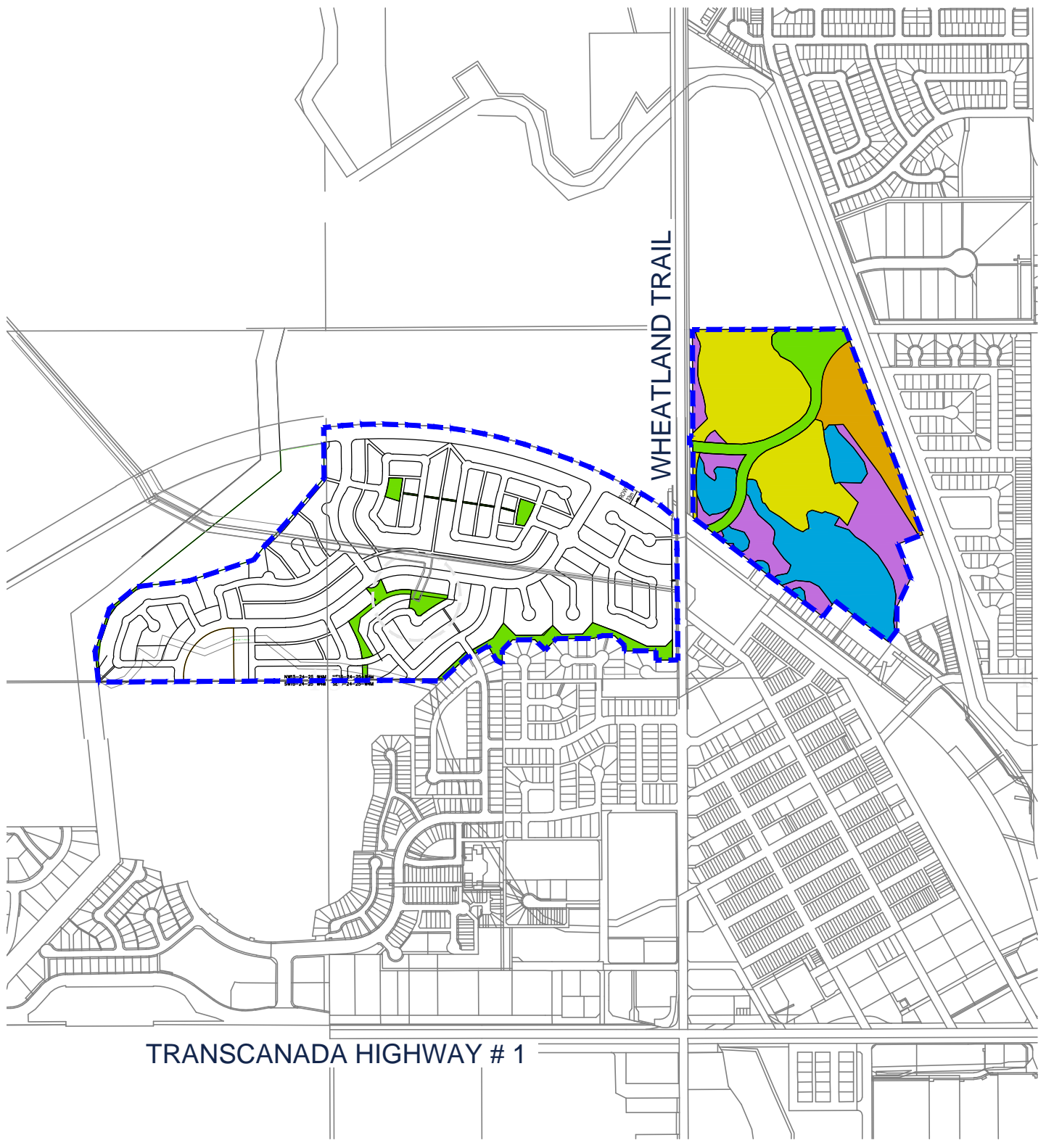
Notes:

(1) Net Developable Area is equal to the Total ASP Area minus Existing Wetlands (East), Replacement Wetlands, Public Utility Lot, Surplus Lands, and the Balance of Municipal Reserve land. (Net Developable Area is equal to the total West Lands area)

(2) Includes 6.15 acres of MR on West Lands and 6.72 acres of MR on East Lands

6.3.2 Policies

- (1) The areas for Public Utility Lots, Municipal Reserve, and Existing and Replacement Wetlands shall generally be in accordance with Map 9.
- (2) Municipal Reserve, Public Utility Lot, and Environmental Reserve shall be determined at the subdivision stage.



LEGEND:



ASP BOUNDARY



EXISTING WETLANDS



REPLACEMENT WETLANDS



PUBLIC UTILITY LOT



SURPLUS LANDS



MUNICIPAL RESERVE

WestCreek ASP



nts

MAP 8

RESERVE DEDICATION

AUGUST 2010

7.0 TRANSPORTATION POLICIES

7.1 EXTERNAL ROADWAYS

7.1.1 Purpose

The purpose of these policies is to support the roadway network accessing the ASP area as one that is functional, safe and efficient. Ultimately, a new arterial bounding the ASP lands to the north and residential connections from the south will provide access. This new arterial shall link with Wheatland Trail to the east and with a proposed north/south road to the west. Wheatland Trail is expected to carry a large percentage of the traffic from the ASP area to the rest of the Town of Strathmore while the proposed road to the west is expected to carry a large percentage of the commuter traffic to Calgary. Map 9 illustrates the Transportation Plan for the ASP area.

7.1.2 Policies

(1) Design

- a) Access to the ASP area shall be provided in accordance with the WestCreek Subdivision Traffic Impact Assessment and the Town of Strathmore Master Servicing Study as amended from time to time.
- b) The Province of Alberta (Alberta Transportation) and the Town of Strathmore shall approve the design of any intersections that provide access to the ASP area.
- c) Transportation Impact Assessments shall be required in conjunction with Conceptual Plans/Land Use Amendments at the developer's cost and to the Town's satisfaction to ensure that the roadways are appropriately designed to accommodate the projected traffic volumes and movements associated with the development.

(2) Wheatland Trail Right-of-Way

- a) The Wheatland Trail right-of-way shown on the Future Land Use Concept may be refined at a later date, and any surplus highway lands should be incorporated into the adjacent community design whenever possible.

(3) North Boundary Road (west lands)

- a) The new North Boundary Road arterial shall be designed to: accommodate future traffic volumes based on the densities and land uses proposed for this ASP; interconnect to adjacent communities to utilize existing infrastructure; and include right-of-way requirements.

- b) The alignment of the North Boundary Road shall enable a future connection across the Western Irrigation District lands.
- c) Direct driveway access from lots adjacent to the northern arterial shall be prohibited.
- d) Pedestrian movements shall be accommodated with the provision of sidewalks on the south side of the northern arterial and a pedestrian crossing at the intersection of the arterial and Wheatland Trail.

(4) Adjacent Residential Development

- a) At the discretion of the Town of Strathmore, mitigative measures for visual screening and sound attenuation for residential development adjacent to Wheatland Trail shall be resolved prior to subdivision approval and in consultation with the Town of Strathmore and Alberta Transportation.

(5) Phasing of Development

- a) Construction of the northern arterial road to access the ASP area from Wheatland Trail should begin in conjunction with the first phase of development. The first stage should, at a minimum, be constructed to the first access point to the west of Wheatland Trail.

7.2 INTERNAL ROAD NETWORK

7.2.1 Purpose

The purpose of these policies is to guide the provision of an internal road network within the area that balances vehicular, cyclist, and pedestrian traffic in a safe, efficient and balanced manner, whilst meeting appropriate design criteria. The internal network shall integrate into the existing road network in the area.

7.2.2 Policies

(1) Road Network Design

- a) The internal road network shall be designed to:
 - (i) Provide multiple roadway access points to/from the northern arterial road while still meeting setback distance criteria.
 - (ii) Limit trips to/from the existing residential areas to the south along Strathmore Lakes Way.

- (iii) Provide a minimum of one southwest - northeast higher category roadway to collect vehicular traffic from the residential areas and transport them to the arterial.
 - (iv) Provide for a future transit route that services the community.
 - (v) Create coordinated pedestrian systems utilizing pathways in the green areas and sidewalks set back from the edge of pavement within the road right-of-ways.
- b) Rear lot access for residences fronting roadways of Average Annual Daily Traffic greater than 5,000 vehicles per day shall be provided.

7.3 TRANSIT

7.3.1 Purpose

In the long term, transit services will enhance and improve mobility for greater Strathmore. These policies shall help guide development of ASP lands to effectively accommodate transit services.

7.3.2 Policies

- (1) Designation of roadways in the ASP area shall be identified for future transit routes in consultation with the Town of Strathmore.
- (2) Designated roadways shall be designed to accommodate a transit friendly environment; bus stop locations shall be conveniently placed for accessibility and safety.

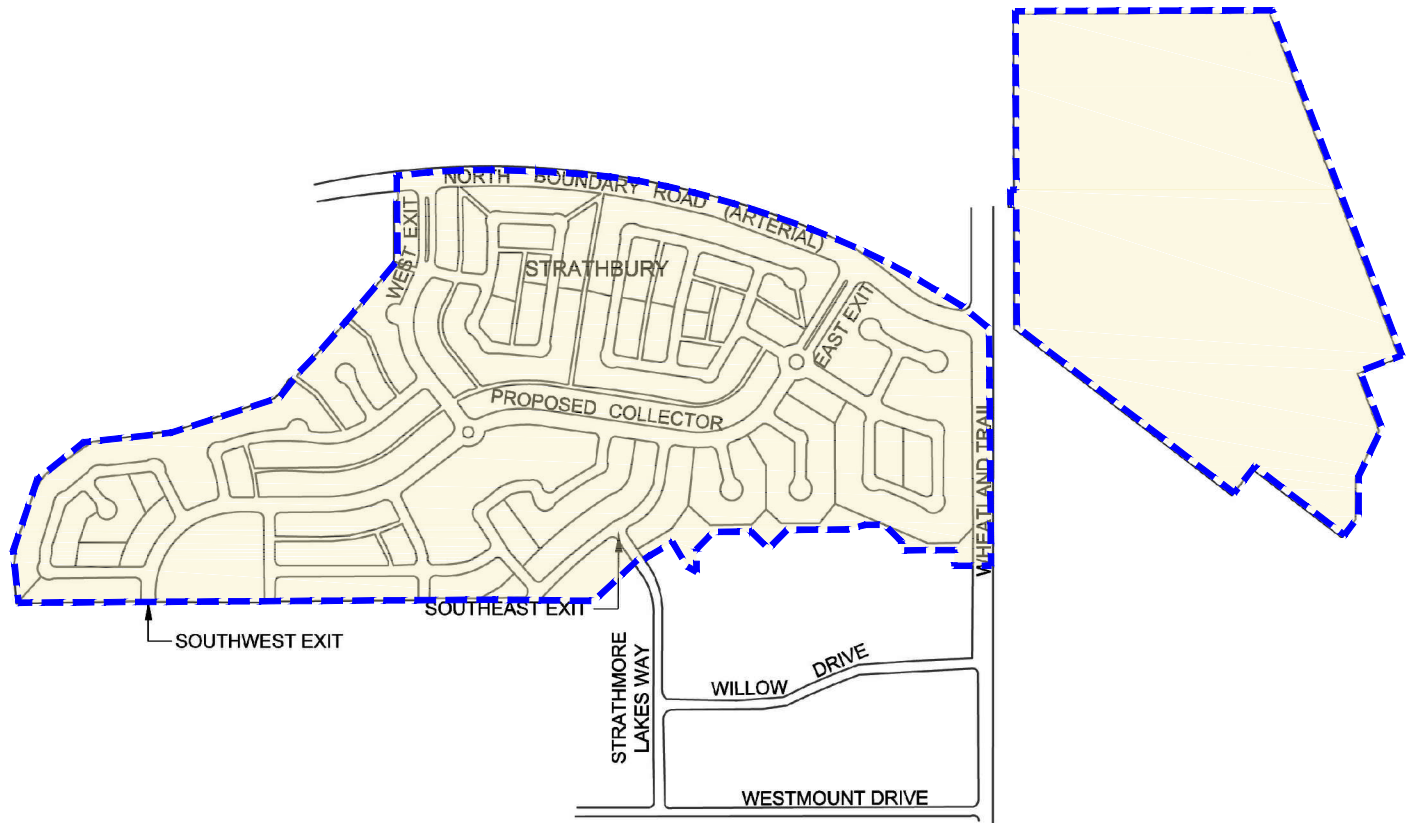
7.4 PEDESTRIAN AND CYCLIST ACCOMMODATION

7.4.1 Purpose

Appropriate transportation and community design can facilitate a physically active community and thus healthier lifestyles for its residents. These policies are designed to encourage an active community for the ASP lands.

7.4.2 Policies

- (1) Pathways should be designed to the latest geometric standards, and are to be examined within the ASP area on a detailed plan basis.
- (2) Sidewalks shall be constructed on both sides of residential local class streets.



LEGEND:



ASP AREA



WestCreek ASP



MAP 9

TRANSPORTATION

AUGUST 2010

8.0 SERVICING POLICIES

8.1 UTILITY INFRASTRUCTURE

8.1.1 Purpose

The purpose of these policies is to ensure that adequate municipal utility infrastructure is provided to serve urban development throughout the community. Utilities should be constructed prior to or in conjunction with the first phase of development and rights-of-way and easements shall be provided to accommodate the extension of utility services through the development.

8.1.2 Servicing Policies

1. The WestCreek subdivision shall provide full residential utility servicing to the community via connections and upgrades to existing Town of Strathmore facilities.
2. The servicing strategy will provide complete residential servicing which is consistent with the standards of the Town of Strathmore and within the guidelines set out by Alberta Environment. During the design process, all provisions should be made to use the existing topography and surrounding facilities to minimize cost and future maintenance. Developer costs associated with the servicing of the subject lands will be in accordance with existing Town of Strathmore development policies.

8.1.3 Municipal Utilities Policies

1. Deep utility servicing shall be accomplished through piped systems for water, sanitary and stormwater utilities. The alignments shown on the figures included in this Area Structure Plan are at a conceptual level and are subject to change throughout the approval process. However, the final layout of any utilities shall be to the standards of the Town of Strathmore and conform to the approved construction drawings.
2. The information outlined in the Town of Strathmore's Master Servicing Study – Annexation 2006 shall be taken into consideration during the design process.
3. Any required right of ways or easements for the proposed utilities will be determined in conjunction with the Town.

8.1.4 Shallow Utilities Policies

1. The WestCreek community shall be provided with all major shallow utilities including gas, electricity, and telecommunications.

2. The location of the shallow utilities shall adhere to the Town of Strathmore's required line assignments and shall be protected by any easements and/or right of ways as deemed necessary by the Town.
3. The installation of shallow utilities and services will be done in accordance with current standards and at the sole cost of the developer.
4. Design of the shallow utility network shall aim to achieve a cost effective servicing plan which ties efficiently to the existing network while at the same time accommodating future developments.

8.2 WATER DISTRIBUTION SYSTEM

8.2.1 Purpose

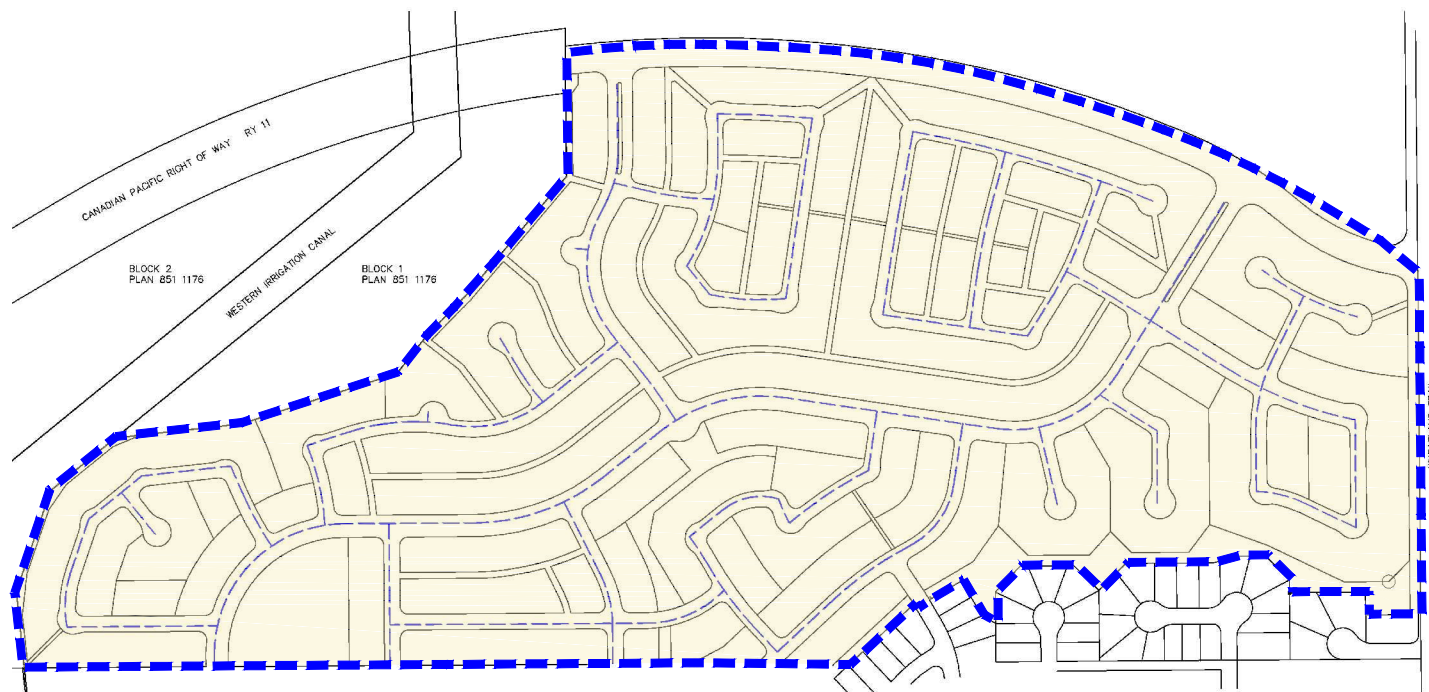
The purpose of these policies is to provide for a suitable water distribution system designed to serve the urban development needs throughout the ASP area.

8.2.2 Objective

The existing 'Strathmore Lakes' subdivision to the south of the proposed WestCreek development has taken into account the future servicing needs of the lands to the north and as such the necessary connections exist to adequately service the proposed WestCreek development. The water distribution network will be designed as a looped system and consideration will be given to the servicing of future lands by providing the necessary pipe sizing and water pressures at the future tie in points.

8.2.3 Water Distribution System Policies

1. The water distribution system for the proposed WestCreek development shall connect to the existing facilities in the area (Map10).
2. The water system shall ensure adequate service to the community for both residential requirements as well as the Town of Strathmore's fire suppression needs.
3. Any over-sizing of water mains for servicing of future lands shall be installed at the developer's expense with the proper cost recovery agreements in place.



LEGEND:



WestCreek ASP



MAP 10

WATER SYSTEM

AUGUST 2010

8.3 SANITARY SEWER SYSTEM

8.3.1 Purpose

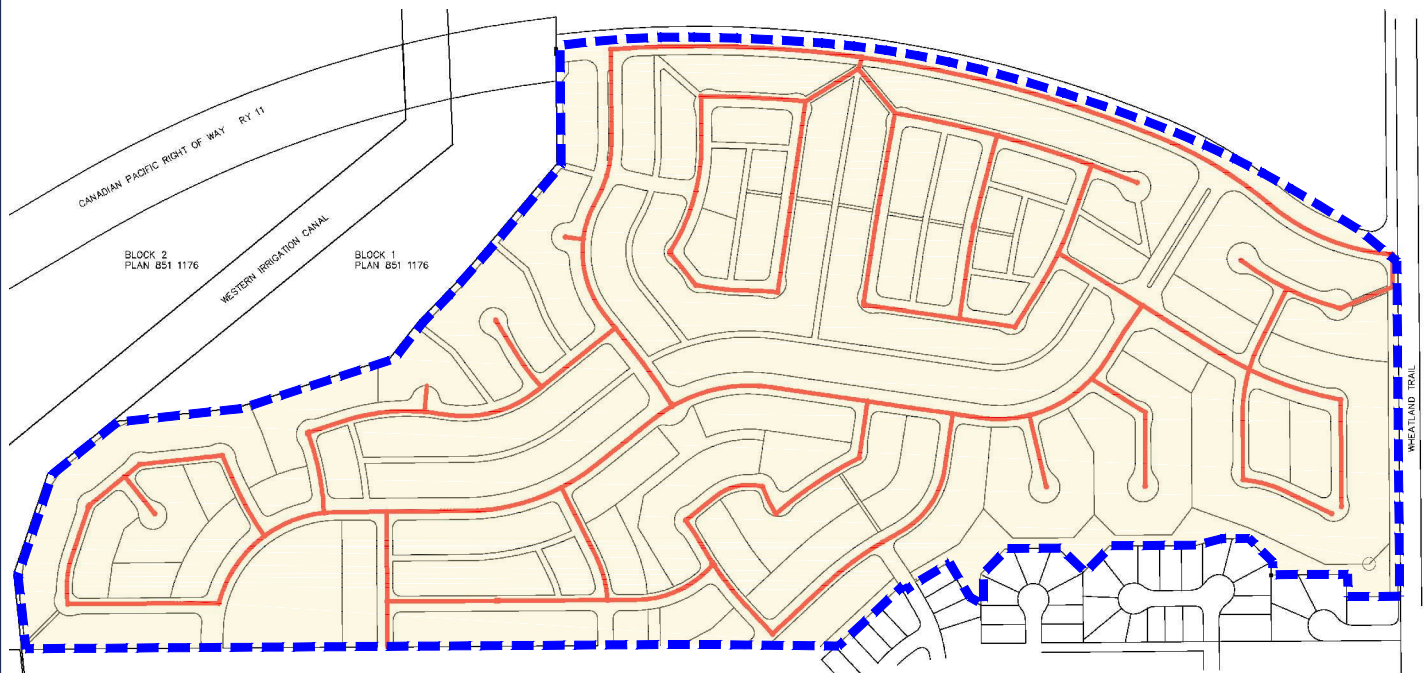
The purpose of these policies is to provide for a suitably designed sanitary sewer system to service the WestCreek development.

8.3.2 Objective

There are two existing sanitary trunks in the area surrounding the proposed development, the Orchard Trunk system and the North Downtown Trunk system. The Orchard Trunk system services most of the Westmount and Strathmore Lakes communities which are located directly south of the proposed WestCreek development. Based on the data in the Town of Strathmore's Master Servicing Study – Annexation 2006, there is very little remaining capacity to handle additional sewage flows in the Orchard Trunk system. The Downtown North Trunk system also has the capability to service the proposed WestCreek development. This trunk has considerably more capacity than the Orchard Trunk system and the objective of the proposed internal sanitary network is to design a gravity drain system which directs all sewage flows east with a tie in to the existing north-south main along the west side of Wheatland Trail (Map 11).

8.3.3 Sanitary Sewer System Policies

1. The proposed sanitary sewer network for the WestCreek development shall connect to the Town of Strathmore's existing sanitary facilities.
2. Although the piped system in the Strathmore Lakes subdivision has been adequately sized to accommodate additional flows from the proposed WestCreek development, upgrades to nearby lift station pumps will likely be required.
3. The final configuration of the wastewater collection system shall be determined during the engineering design stage.
4. Any over-sizing of sewer mains for servicing of future lands shall be installed at the developer's expense with the proper cost recovery agreements in place.



LEGEND:

 ASP AREA



WestCreek ASP



MAP 11

SANITARY SEWERS

AUGUST 2010

8.4 STORMWATER MANAGEMENT

8.4.1 Purpose

The purpose of these policies is to provide an overview of the stormwater management system that shall serve the ASP area.

8.4.2 Objective

Currently the West Lands contain wetland areas which are influenced by stormwater run-off from the surrounding lands. Due to the presence of these wetland areas and the fact that the site currently acts as a major part of the Town of Strathmore's overall storm water strategy, a comprehensive storm water management plan is required for the WestCreek development.

8.4.3 Overall Policies

1. A comprehensive stormwater management plan shall be prepared to the satisfaction of the Town of Strathmore.
2. The final configuration of the storm water collection system shall be determined during the engineering design stage and shall be consistent with the principles outlined in the Town of Strathmore's Master Servicing Study – Annexation 2006.
3. The proposed storm sewer system will be constructed according to the illustration in Map 12.

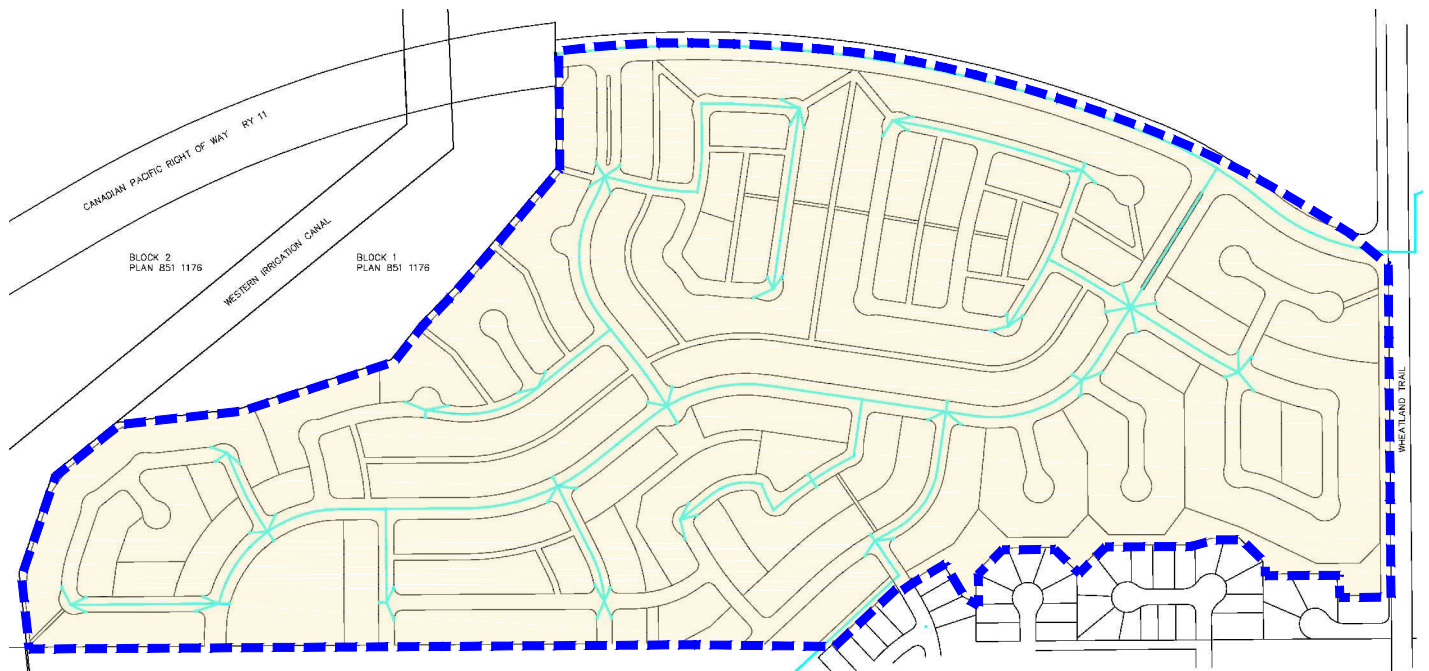
8.4.4 Policies

1. The minor storm water system for the WestCreek development shall be an internal piped network which shall direct flows to lands east of Wheatland Trail.
2. The sizing of the storm pipes will be determined based on a storm water analysis for the 1 in 5 year event.
3. In addition to the internal storm network, the WestCreek development shall also upgrade the existing Strathmore Lakes storm water facility with the installation of a new piped outlet system as the existing configuration will not adequately address the future storm water management needs of the Town.

8.4.5 Major Stormwater System Policies

1. The major system for the proposed development shall be designed to direct the flows generated during a 1:100 year storm.

2. A storm water analysis will be conducted on the proposed development site in order to determine the required storage capacities and flow rates.
3. As overland flows from major storm events will eventually be directed to lands east of Wheatland Trail, the design of the major storm system shall mitigate the deposition of sediment through the construction of forebays.
4. Best management practices will be used and proper erosion control measures shall be taken during and after construction.



LEGEND:

 ASP AREA



WestCreek ASP



MAP 12

STORM SEWER SYSTEM

AUGUST 2010

9.0 PHASING POLICIES

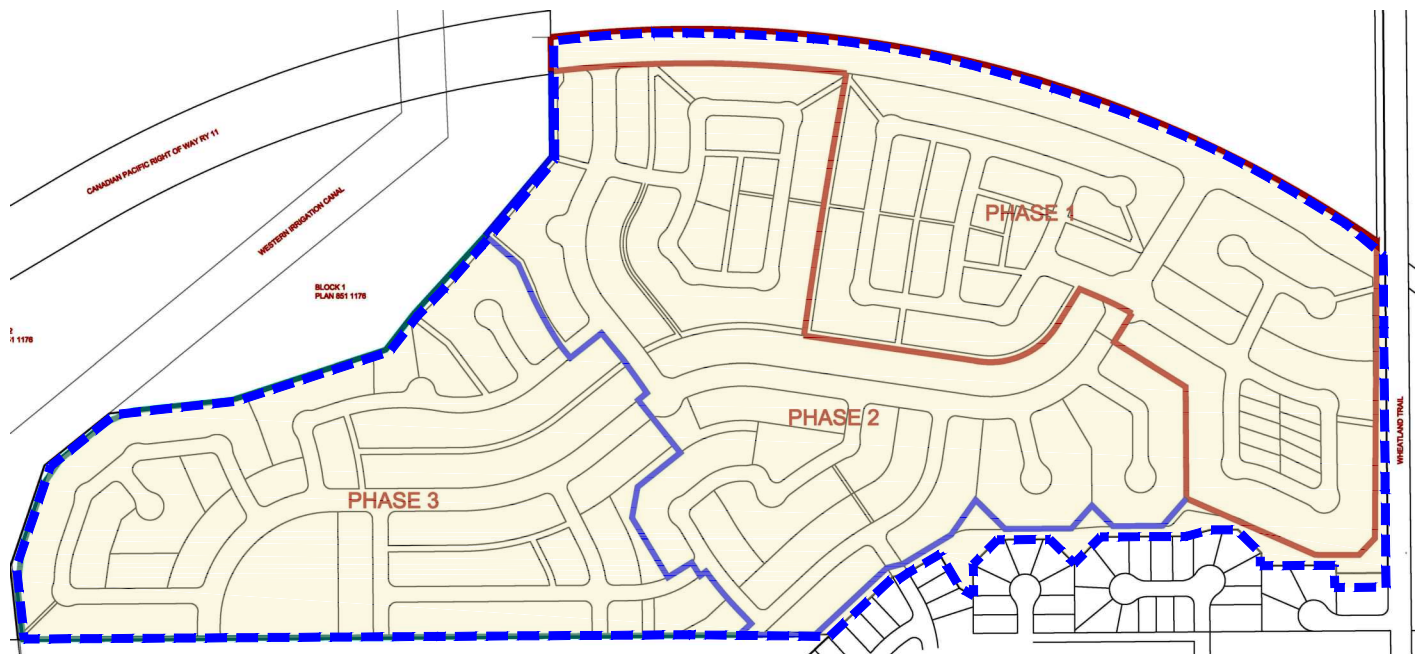
9.1 PHASING

9.1.1 Purpose

The purpose of these policies is to provide for the phasing of development in a logical manner in order to minimize infrastructure costs.

9.1.2 Phasing Policies

1. A phased approach shall be taken with regards to construction.
2. A phased development will ensure that construction takes places in a sequence which is cost effective and will also allow a gradual upgrade to the Town of Strathmore's infrastructure which in turn will minimize maintenance costs.
3. The WestCreek development shall have three proposed phases of development, as shown on Map13.
4. The timing of each phase will be dependent upon receiving approvals as well as on market conditions and demand.



LEGEND:

 ASP AREA



WestCreek ASP



MAP 13

PHASING PLAN

AUGUST 2010

10.0 IMPLEMENTATION

10.1 APPROVAL PROCESS

10.1.1 Purpose

These policies provide guidance to Town Council and Administration when making decisions upon land use and development applications within the boundary of this Area Structure Plan.

10.1.2 Roles and Responsibilities

- (1) Town Council shall:
 - (a) Adhere to the objectives and policies of the plan when making decisions on Land Use Bylaw amendments within the Plan Area; and
 - (b) Consider possible amendments to this Plan from time to time to respond appropriately to changing or unforeseen circumstances.
- (2) Town administrative staff shall be responsible for implementing planning and policy statements contained within this Plan.
- (3) The Planning and Development Department shall take the primary responsibility for the review of all land use, subdivision and development proposals and ensure the participation of relevant government agencies, private groups, businesses, and municipal departments during the review process.

10.1.3 Policies

- (1) Land Use Approval
 - (a) The Future Land Use Concept, Map 7, illustrates the specific land use districts for the ASP area, and shall direct future considerations of land use and subdivision. The timing and direction of development within the Plan area shall be determined primarily through the Subdivision Plan process, which establishes the detailed design and land use pattern for the subject site and enables subdivision and development to proceed.

11.0 PUBLIC CONSULTATION

WestCreek held two (2) Open Houses/meetings to gather input and receive feedback regarding their proposed development. The two Open Houses were held as follows:

1. April 18, 2007 – Strathmore West Landowners, Strathmore Civic Centre
2. June 23, 2008 – Public Open House, Strathmore Civic Centre

WestCreek Area Structure Plan – Proposed Amendments

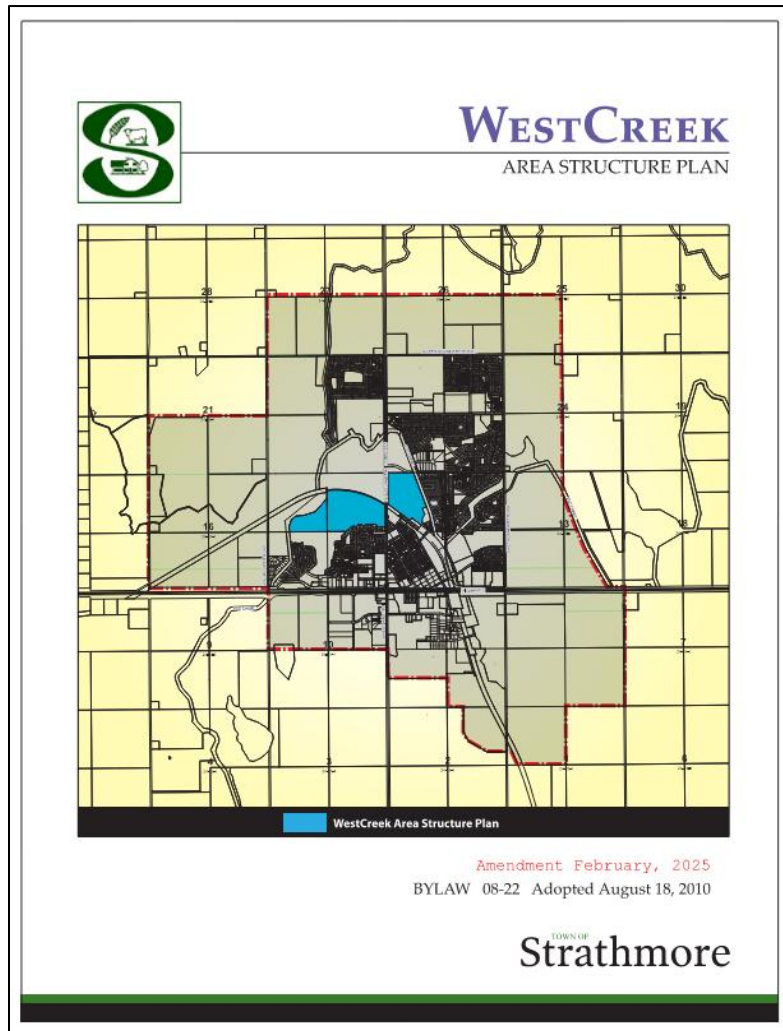
February 2025

Please note Page number refers to the digital PDF page number and not the labelled page numbers in the document.

Red text identifies text amendments.

Page 1 (Cover page):

➤ Original:



➤ Amendments:

- Add the following text to Cover Page – “**Amendment February 2025**”

Page 5:

➤ Original:

1.2.3 Town of Strathmore Area Structure Plan Terms of Reference

Strathmore Town Council requires an Area Structure Plan for all undeveloped lands within the Town boundary that do not have a recently approved concept plan prior to any development activity. The Town has prepared an *Amended Area Structure Plan Terms of Reference* for the WestCreek plan area. This document requires the landowner to work closely with the Town and in consultation with the public to address the following items:

- (i) A future land use scenario that shall respect an overall gross density of 6.5 units per acre.

➤ Amendments:

- A future land use scenario that shall respect an overall gross density range of 6.0 - 7.5 units per acre.

Page 9:

➤ Amendments:

- Map 1: Location (Exhibit update)

Page 10:

➤ Amendments:

- Map 2: Ownership Map (Exhibit update)

Page 13:

➤ Original:

4.0 SITE ANALYSIS

4.1 EXISTING LAND USES

The lands contained within NW 15-24-25-W4 are currently designated County General Agriculture District (GA), while the balance of the west lands and the entire east lands are designated Urban Reserve District (UR). To accommodate the development proposed in this ASP, a land use redesignation will be required for the west lands. Existing land uses are shown in Map 4. Proposed land uses are described in Section 5.0.

➤ Amendment:

- “The lands contained with NW 15-24-25-W4 are currently designated as Low Density Residential District, and Medium Density Residential, while the balance of the west lands and the entire east lands are designated Urban Reserve District (UR).

Page 14:

- Amendment:
 - Map 4: Existing Land Use (Exhibit update)

Page 16:**4.3.2 Policies**

1. The loss of habitats on the western lands will be compensated by development of a wetland conservation – interpretation area on the eastern lands provided by a number of parties including WestCreek Developments, Olds College, Alberta Environment, the Town of Strathmore and other interested groups that will allow for the retention and enhancement of important wetlands, an increase in wetland area, and reclamation and enhancement of non-native / disturbed upland.
-

- Amendment: Revise Policy 1 with the following:
- Wetlands on the western lands will be removed in accordance with Alberta government policies and Water Act approvals and be compensated by development of a wetland conservation and interpretation area on the eastern lands provided by relevant parties recognized by Alberta Environment and the Town of Strathmore. This will facilitate the retention of important wetlands and open space areas on the eastern lands in its natural state.

Page 21:

➤ Original:

Land Use Statistics: Future Land Use Concept (Map 7)			
Land Use	Hectares (+/-)	Acres (+/-)	% of ASP Area
R-1 Single Detached Residential	15.91	39.32	20.4
R-2 Mixed Housing	17.13	42.32	21.9
R-2X Medium Density Attached Housing	1.13	2.8	1.4
Urban Reserve	28.65	70.80	36.7
Roadways	15.28	37.75	19.6
Total Ownership Area	78.10	192.99	100.0

➤ Amendment:

- 5.1 Land Use Concept Map (Update to table)
- Insert Footnote: **Table updated as per February 2025 amendment**

Land Use Statistics: Future Land Use Concept

Land Use	Hectares (+/-)	Acres (+/-)	% of ASP Area
Low Density Residential (R1/R1S/R2)	± 30.08 ha	± 74.33 ac	38.5 %
Medium Density Residential	± 1.39 ha	± 3.43 ac	1.78 %
Park/Open Space (West lands)	± 2.57 ha	± 6.35 ac	3.29 %
Emergency Services (West Lands)	± 1.16 ha	± 2.87 ac	1.48 %
Public Utility Lot (Storm Pond West Lands)	± 1.85 ha	± 4.57 ac	2.37 %
Urban Reserve (East Lands)	± 26.62 ha	± 65.78 ac	34.12 %
Roadways	± 14.43 ha	± 35.66 ac	18.46 %
Total Ownership Area	± 78.10 ha	± 192.99 ac	100 %

Page 22:

➤ Amendment:

- Map 7: Future Land Use Concept (Exhibit Update)

Page 23:

➤ Original:

6.0 LAND USE POLICY & REDESIGNATION**6.1 RESIDENTIAL AREA****6.1.1 Purpose**

The purpose of the Residential Area is to provide for a range of housing options, from single detached to medium density attached, in a comprehensively designed neighbourhood. Public open space will be interspersed throughout the residential area to serve the recreational needs of the residents. The Residential Area comprises the majority of lands within the West Lands, identified as ~~R-1, R-2 and R-2X~~ on Map 7. The design of the Residential Area should offer residents a choice of movement via multi-access roadways, pedestrian connectivity, and bicycle routes within the community. The details of the residential design shall be determined through the Subdivision process.

➤ Amendment:

- “The Residential Area comprises the majority of lands within the West lands, identified as **Low Density Residential and Medium Density Residential** on Map 7.”

Page 24:

➤ Original:

(3) Density and Population of Residential Area

(a) In order to support the efficient provision of infrastructure, amenities and services and to use the land resource more efficiently, a residential density of approximately **6.5 units per acre** should be achieved in the ASP area. This amounts to approximately **1002 dwelling units** with a corresponding population of approximately 3,000, based on 3.0 persons per unit.

Density Summary

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

➤ Amendment:

- A residential density **range** of approximately **6.0 - 7.5 units per acre** shall be achieved in the ASP area. This amounts to approximately **925 – 1156** dwelling units with a corresponding population of approximately **2,775 – 3,468**, based on 3.0 persons per unit.
- Insert footer: These numbers are preliminary and may be subject to change¹.
- Removal of the % of Total Units Column in the Density Summary.

Density Summary

Housing Type	Number of Units ¹	% Total Units
Low Density Residential (R1/R1S/R2)	926	92.4%
Medium Density Residential	76	7.6%
Total Number Units	1002	100%
Net Developable Area	154.15 acres	
Residential Density	6.5 upa	

➤ Original

(4) Land Use Redesignation

- (a) The redesignation of land within the WestCreek ASP shall be composed of Single Detached Residential (R-1), Mixed Housing (R-2), and Medium Density Attached Housing (R-2X), in accordance with the Future Land Use Concept, Map 7.

➤ Amendment:

- “The redesignation of land within the WestCreek ASP shall be composed of Low Density Residential, and Medium Density Residential, Municipal Reserve, Public Utility Lot, Emergency Services and Urban Reserve in accordance with the Future Land Use Concept, Map 7.

Page 27

- Our analysis suggest that this table does not need to be changed but we have increased the amount of MR on the west side. Therefore, recommending amending footnote 2 to say:

(2) Includes up to 6.35 acres of MR on West Lands and 6.7 acres of MR on East Lands

Municipal Reserve Analysis		
	Hectares (+/-)	Acres (+/-)
Total ASP Area	78.10	192.99
Existing Wetlands (East)	6.90	17.04
Replacement Wetlands	5.41	13.39
Public Utility Lot	8.60	21.26
Surplus Lands	3.07	7.58
Municipal Reserve – Balance from West Lands	2.72	6.72
Net Developable Area	51.40	127.00 ⁽¹⁾
Total Municipal Reserve (10.1 % of Net Developable Area)	5.21	12.87⁽²⁾

Notes:

(1) Net Developable Area is equal to the Total ASP Area minus Existing Wetlands (East), Replacement Wetlands, Public Utility Lot, Surplus Lands, and the Balance of Municipal Reserve land. (Net Developable Area is equal to the total West Lands area)

(2) Includes 6.15 acres of MR on West Lands and 6.72 acres of MR on East Lands

Page 28:

- Amendment:
 - Map 8: Reserve Dedication Concept (Exhibit Update)

Page 32:

- Amendment:
 - Map 9: Transportation Concept (Exhibit Update)

Page 35:

- Amendment:
 - Map 10: Water System Concept (Exhibit Update)

Page 37:

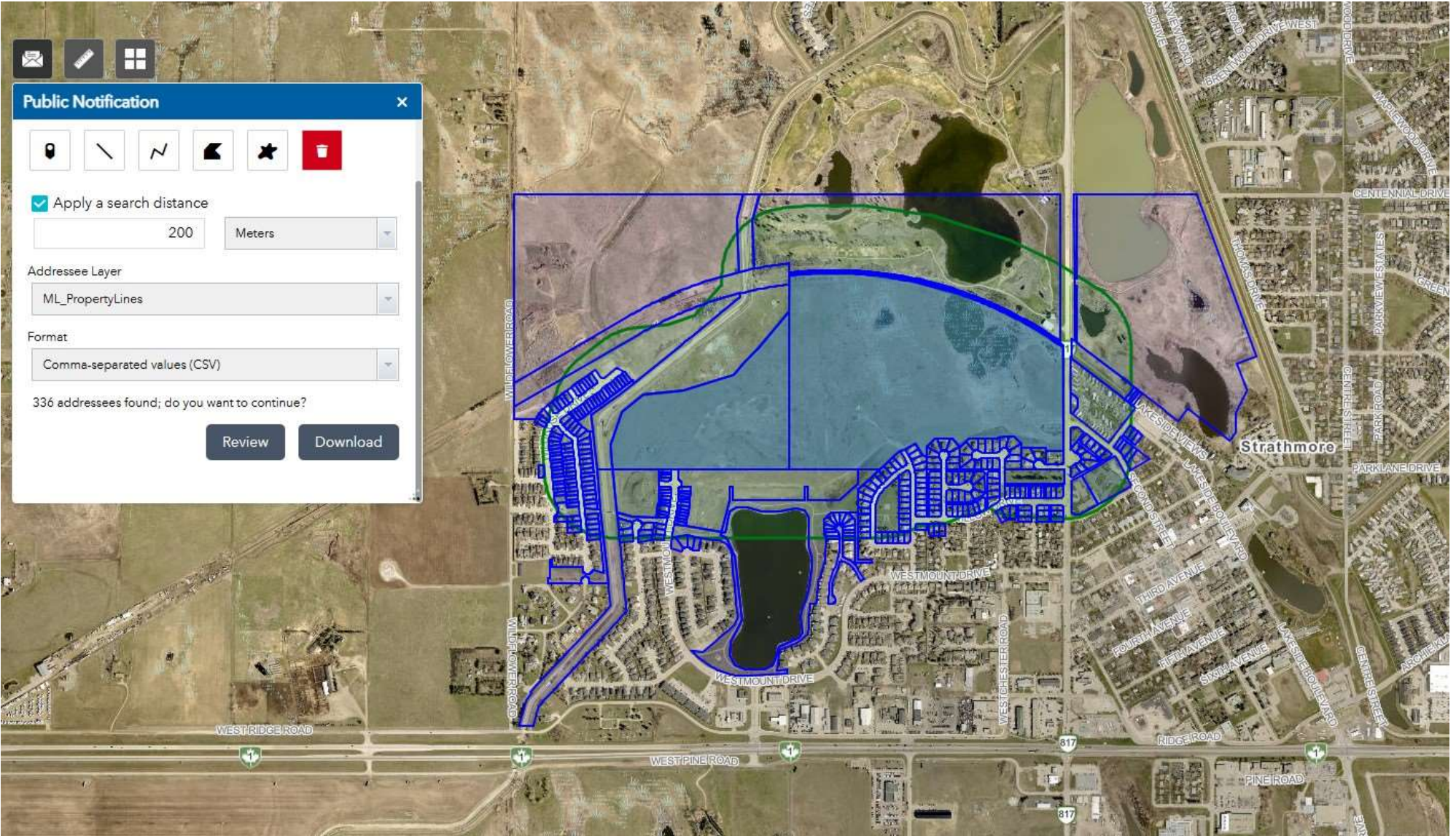
- Amendment:
 - Map 11: Sanitary Sewers Concept (Exhibit Update)

Page 40:

- Amendment:
 - Map 12: Storm Sewer System Concept (Exhibit Update)

Page 42:

- Amendment:
 - Map 13: Phasing Plan Concept (Exhibit Update)



County passes signing authorities bylaw

JOHN WATSON
Local Journalism Initiative Reporter

Wheatland County council discussed Bylaw 2025-01, being their Signing Authorities Bylaw, during the March 4 regular meeting, which aims to clarify and centralize how county documents are signed.

The bylaw in question was written to ensure county documents are in compliance with the Municipal Government Act and other enactments of its policies, and designates the reeve (or deputy reeve depending on circumstance) and the CAO as primary signatories for bylaws, minutes, cheques, and other negotiable instruments.

“Each year during the organizational meeting, signing authorities must be set. This particular bylaw, the intent will be to prevent the need for having to approve those signing authorities each year, and also extend a broader sense to the aspect of the signing authority that is delegated by council to the CAO and ultimately to staff,” said Cory Adamson, general manager of corporate and financial services. “While the CAO bylaw does provide delegation authority, this bylaw refines that portion of the authority for signatories and ensures consistency.”

Adamson explained the goal of the bylaw is to reduce risk and increase accountability by

signatories.

Provisions noted in the bylaw include methods of signatures that can be used depending on what they are needed for, the validity of the signatures – particularly for digital signatures, role-based tolerances and delegation.

Signing authorities for multiple document types within the county are also outlined and defined within the bylaw.

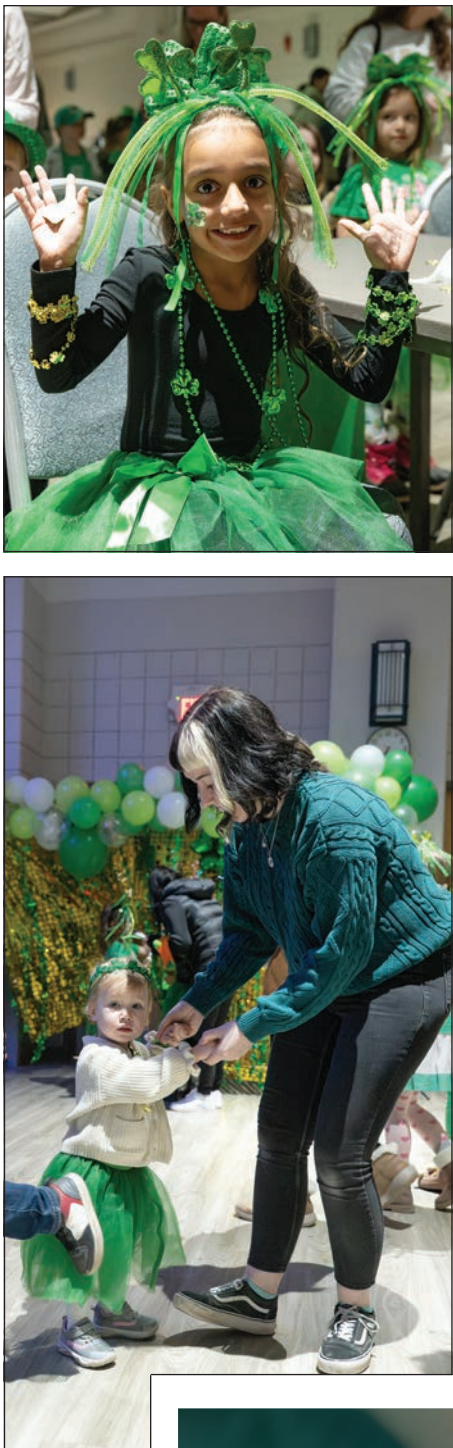
Benefits of the bylaw are defined in council’s meeting agenda as serving to streamline processes, ensure practices are consistent and compliant both with the MGA and County policies, and to reduce administrative burden by establishing long-term signatories based on role.

Council will no longer be required to formally approve signing authorities annually at the organizational meeting.

Following Adamson’s presentation, Coun. Donna Biggar motioned immediately for first reading of the bylaw without further discussion or debate.

This motion was passed unanimously by council. Coun. Tom Ikert motioned for second reading, which was subsequently also passed unanimously.

Biggar motioned for council to grant permission to hold third and final reading, followed by Ikert motioning to hold third reading. These were also both passed unanimously.



Shake your shamrocks!

The Strathmore Parents Association of Expressions hosted the sixth annual St. Patrick’s Day Jelly Bean Dance on March 14 at the Strathmore Civic Centre. The event, “Shake Your Shamrock,” also featured a concession, prizes, face painting and games.

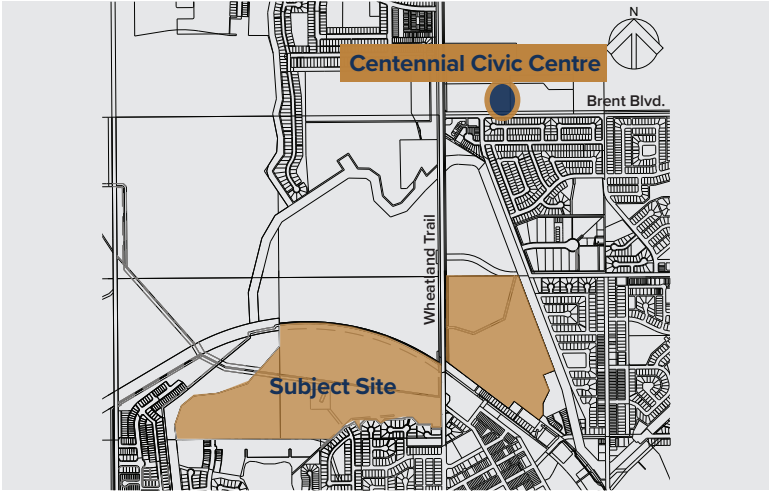
Joe Lepage Photos



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

OPEN HOUSE

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




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

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



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






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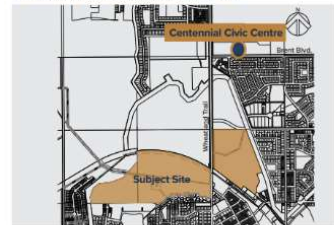
RDP OPEN HOUSE
MARCH 29



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

OPEN HOUSE

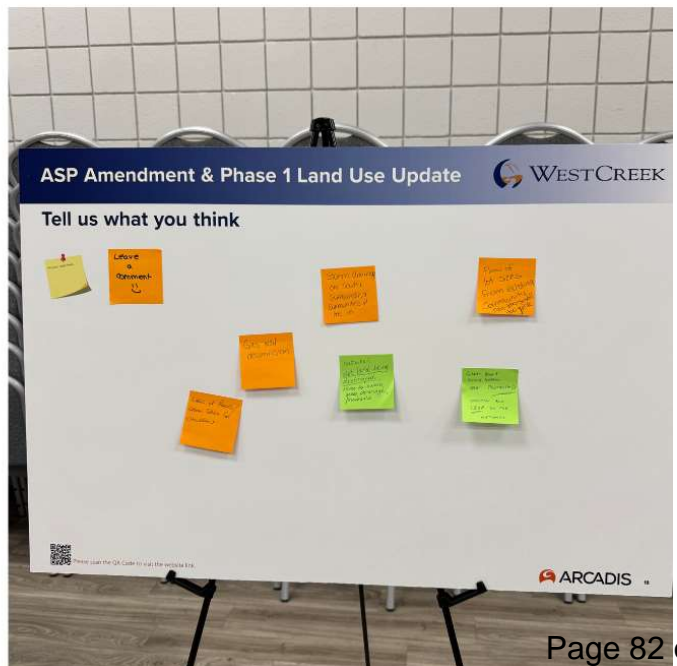
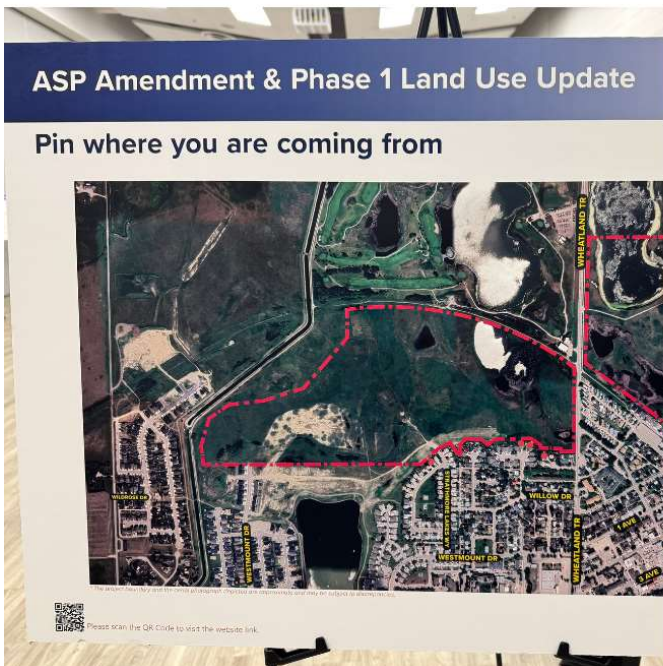
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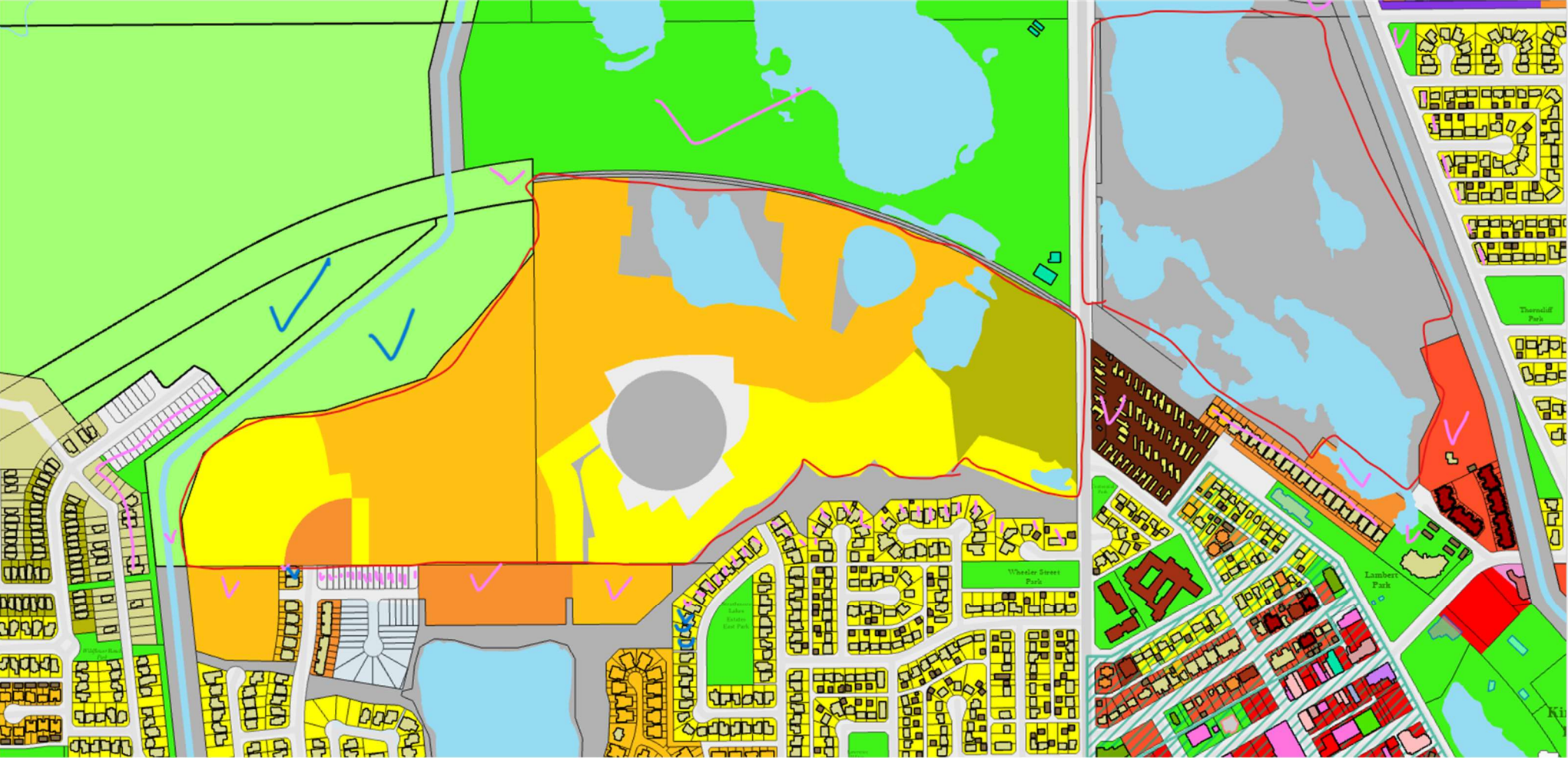


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There will be opportunities to review materials, speak with the project team, town representatives, and provide your feedback.

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





To Whom It May Concern:

Bylaw No.25-07

**RE: NOTICE OF PUBLIC HEARING – PROPOSED WESTCREEK AREA STRUCTURE PLAN
AMENDMENT BYLAW.**

WestCreek Area Structure Plan Amendment, Strathmore.

Please be advised that the Town of Strathmore has received a WestCreek Area Structure Plan Amendment application on those lands described as Lot 1, Block A, Plan 941 0061 and 4;25;24;15;NW. The amendment suggests modifications to the existing WestCreek Area Structure Plan Bylaw 08-22, which was adopted on August 18, 2010. The key changes include a revised configuration of residential districts, the introduction of multiple landscaped areas to enhance the public realm, the inclusion of an artificial storm pond to support stormwater management and community aesthetics, and the designation of land for emergency services.

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 **Wednesday, May 07, 2025**, 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** no later than **12:00 p.m.** on **Wednesday, April 30, 2025**, 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 **Wednesday, April 30, 2025**, 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.



A copy of proposed By-law #25-07 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 02, 2025**, 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.

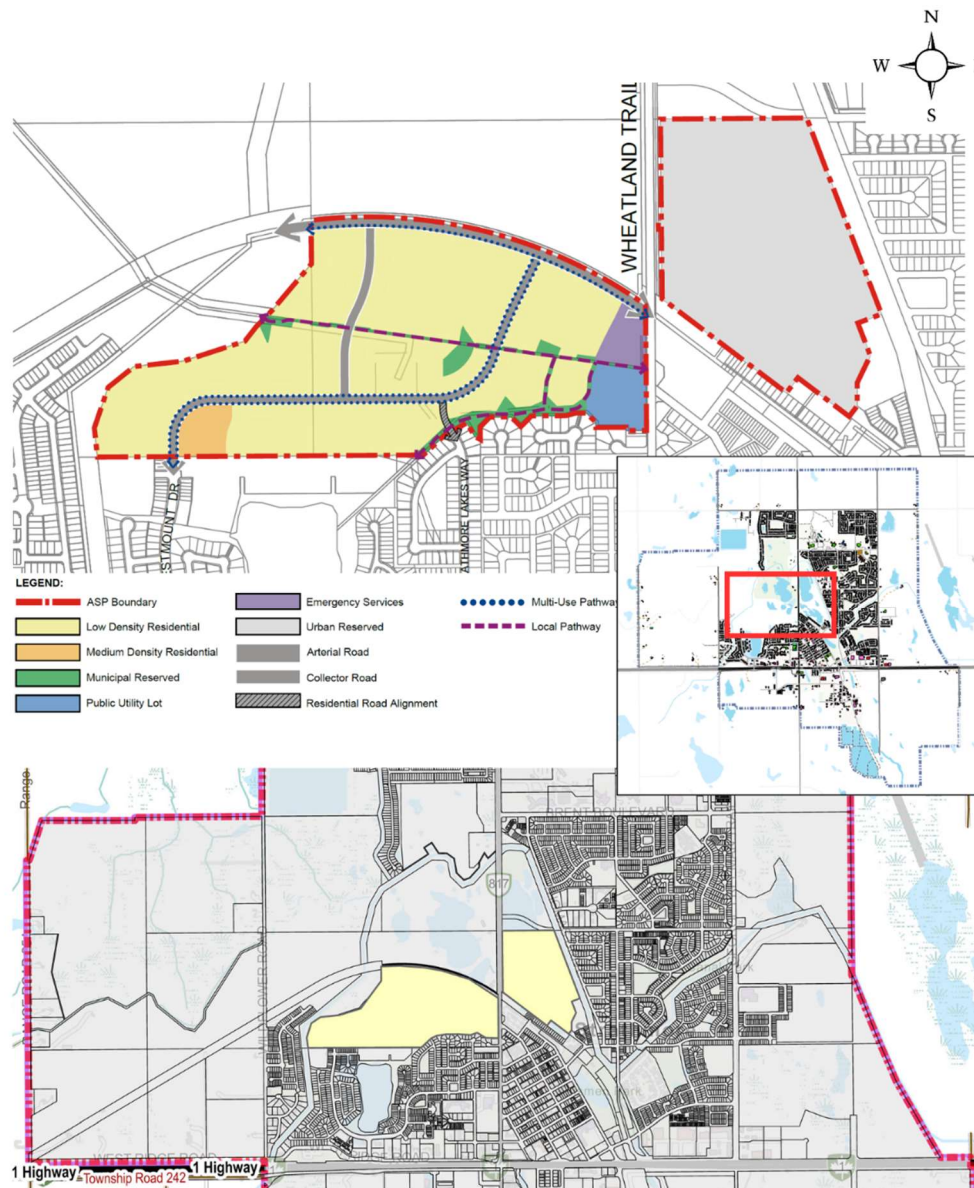
For your convenience, please also find attached a key map indicating the location of the subject lands and a site plan.

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.

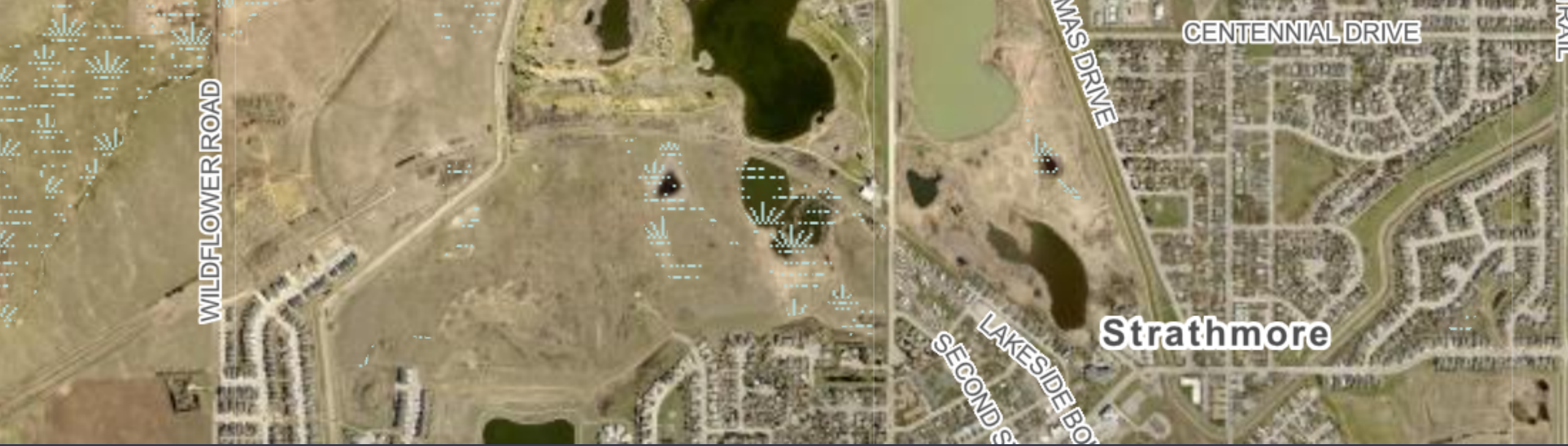
Sincerely,



Kate Bakun
Planner II



The information provided on this map is not intended as a 'legal description' and should not be used as such. While every effort has been made to ensure accuracy, we cannot guarantee it. Any errors or omissions should be promptly reported to the Town of Strathmore GIS Services Department. Please note that the Town of Strathmore will not be held liable for any damages, lost profits, business interruption, loss of business information, or other financial losses resulting from the use of this map or the information it contains.



Bylaw 25-07

The WestCreek Area Structure Plan Amendment

Public Reading

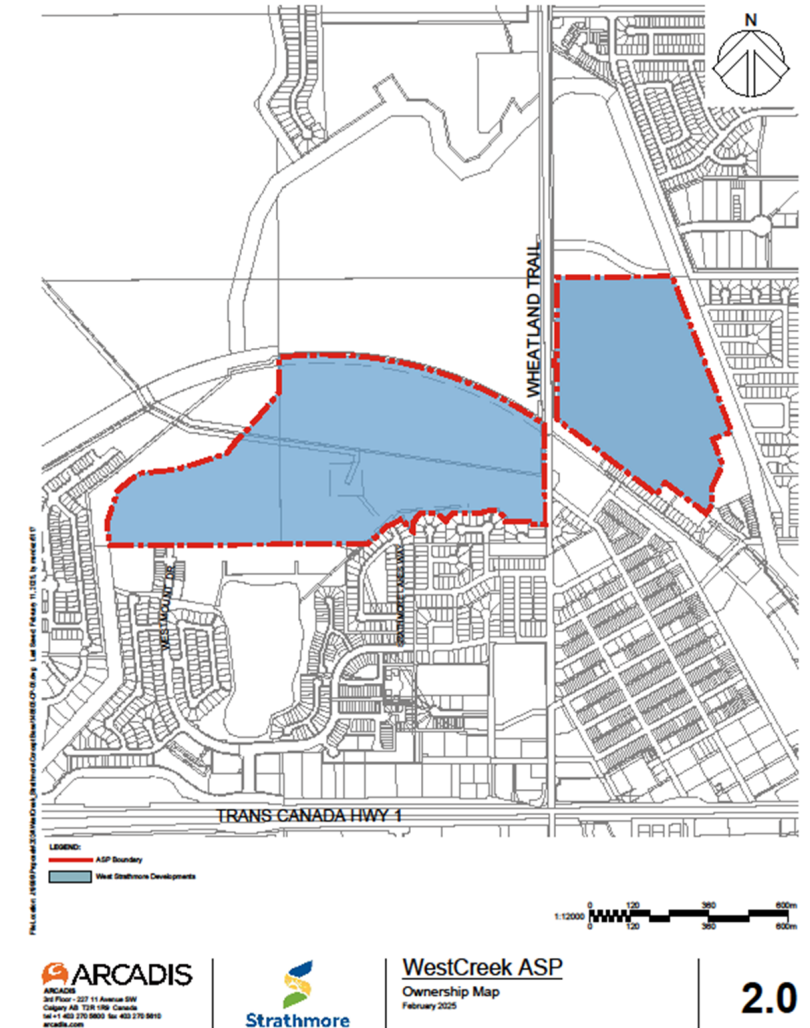
Prepared by: Kate Bakun, Planner II

Date: May 07, 2025

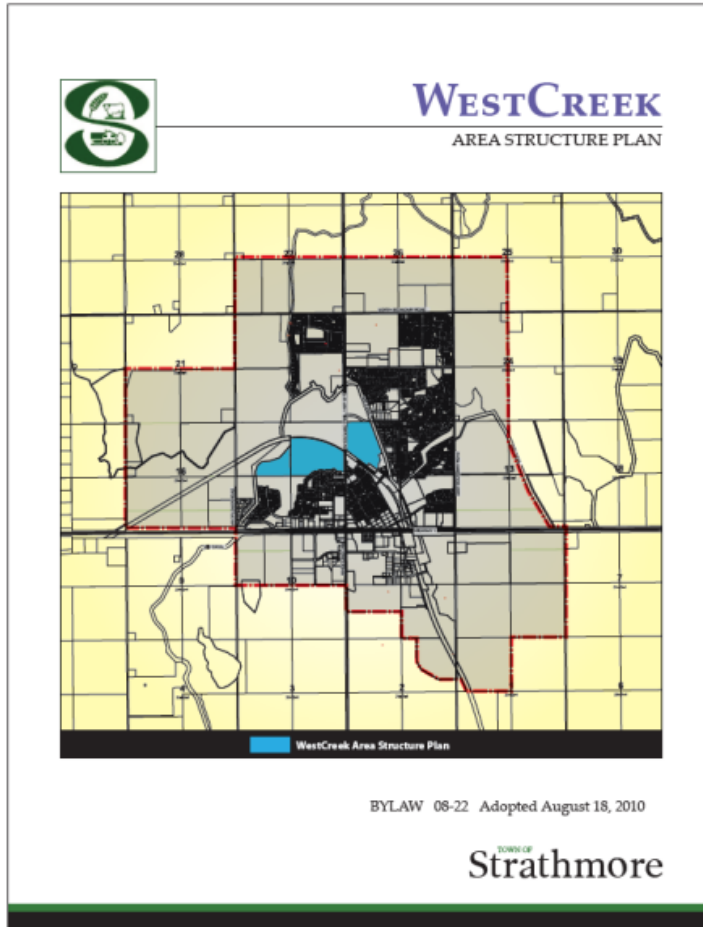


Bylaw 25-07

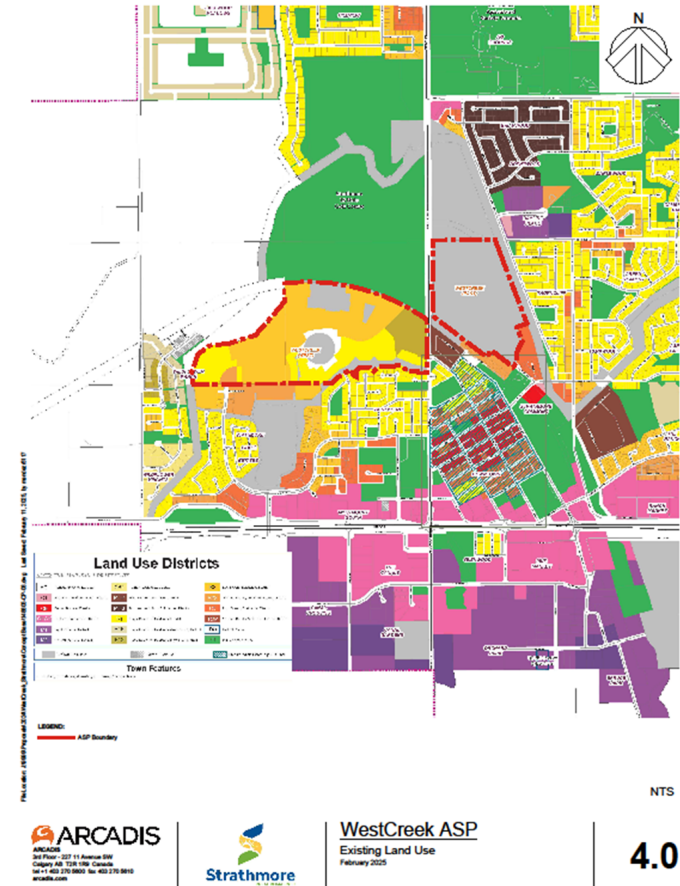
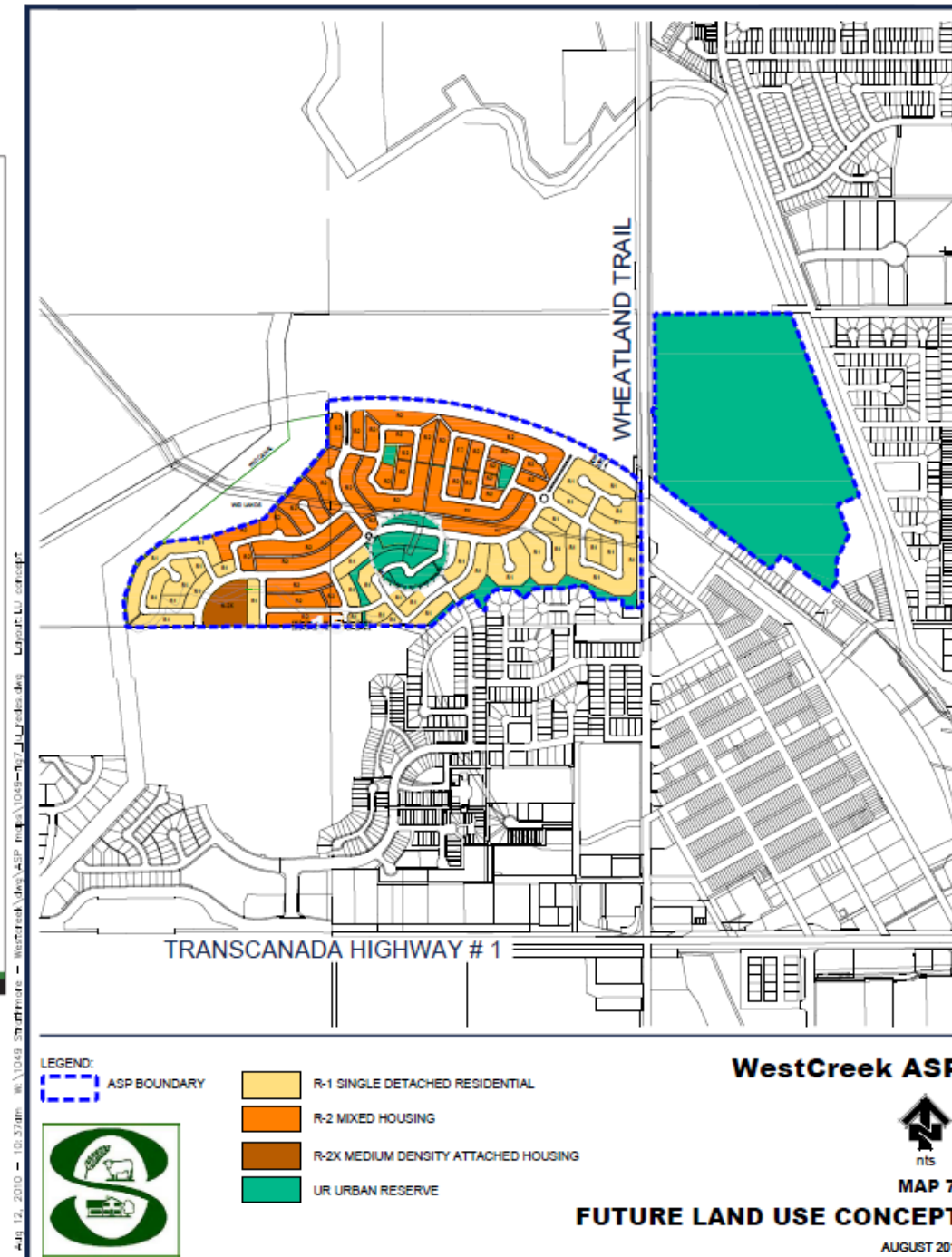
- Staff have received an application to amend the WestCreek Area Structure Plan.
 - Subject lands: Lot 1, Block A, 9410061; 4;25;24;15 NE W4M, and 4;25;24;15 NW W4M
 - Affected area: 51.48 hectares (127.19 acres)
- No concerns from utilities/agencies.
- Letters and responses received from residents.



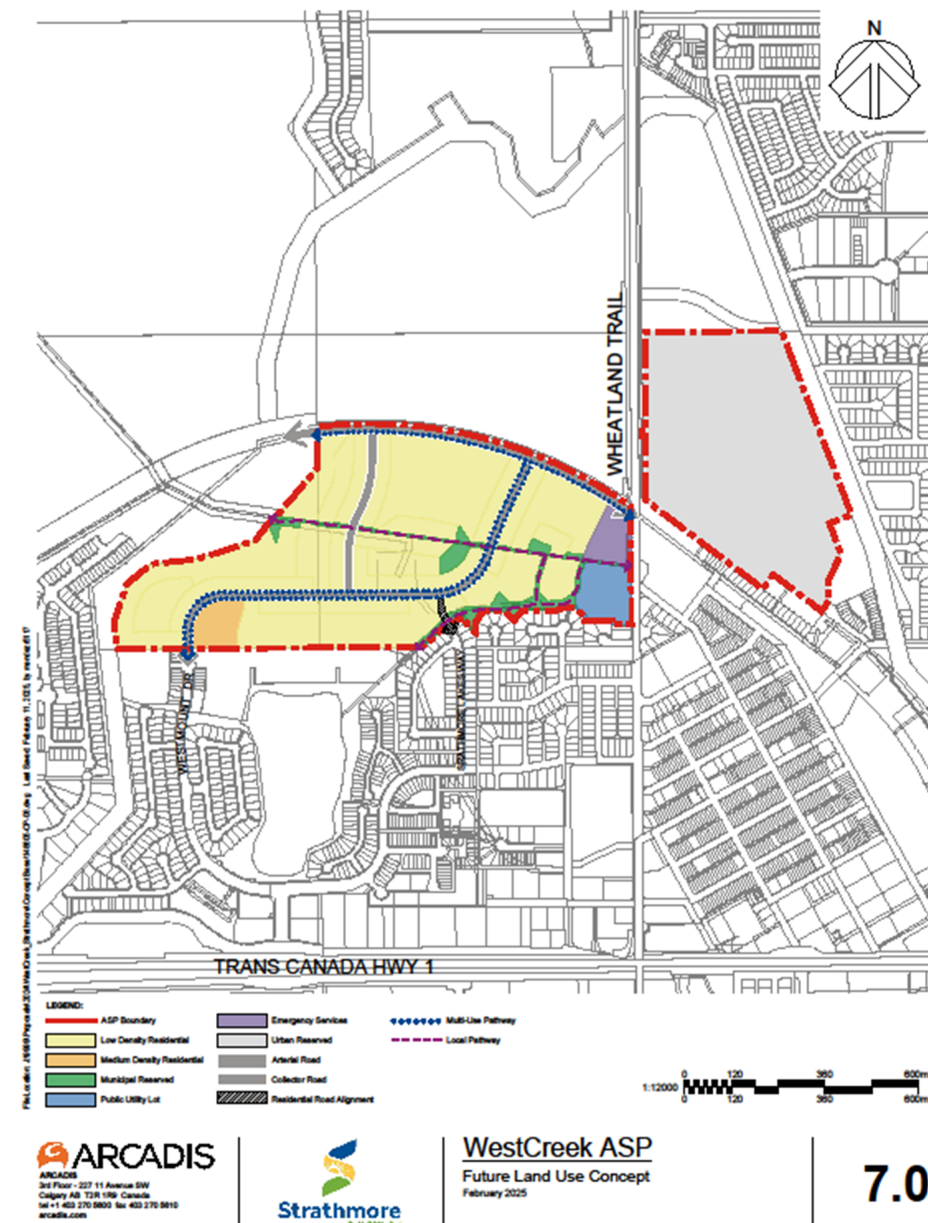
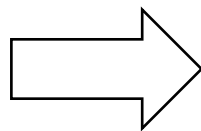
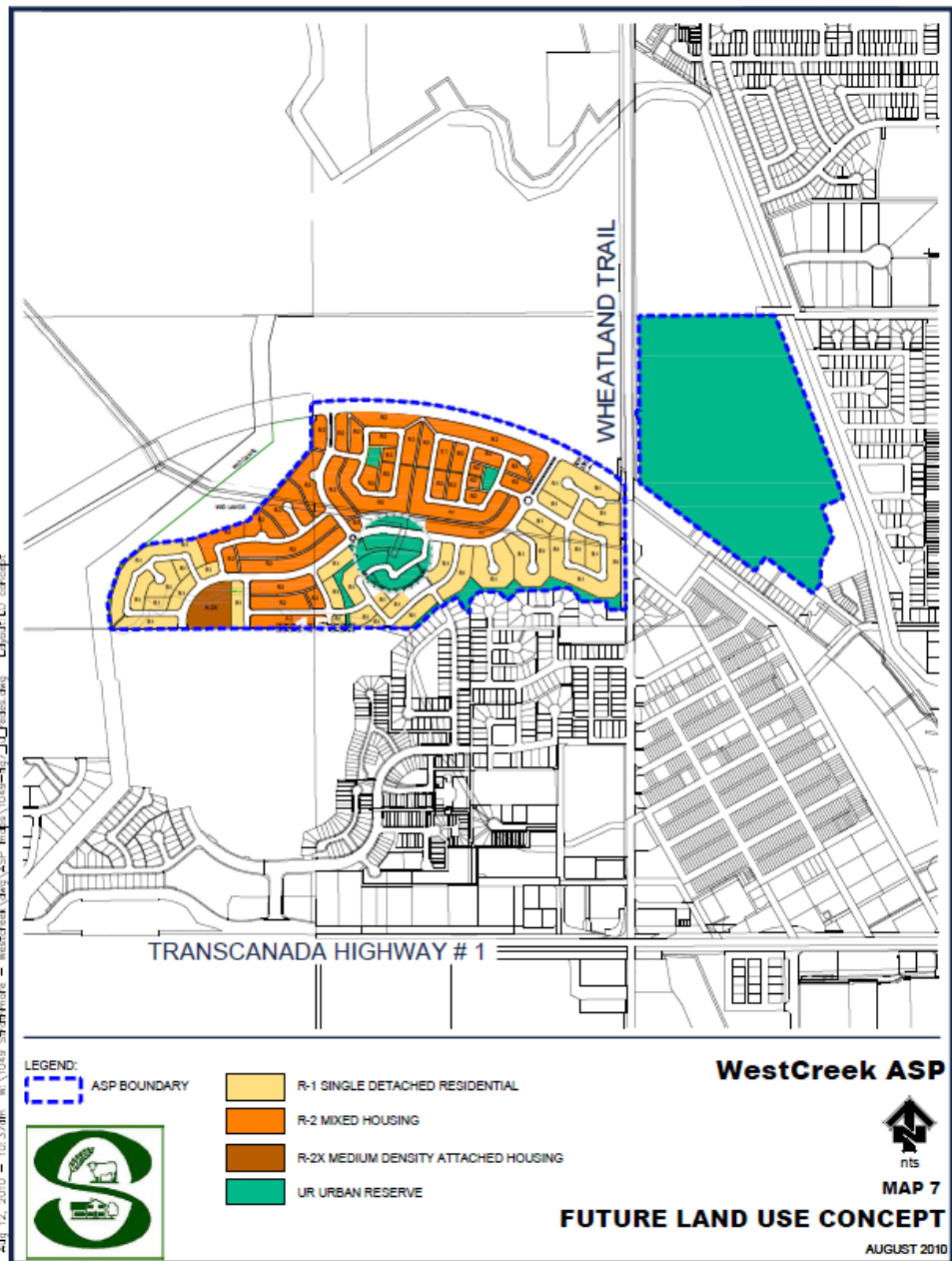
Owner - West Strathmore Developments



WestCreek Area Structure Plan
Bylaw 08-22, adopted
August 18, 2010



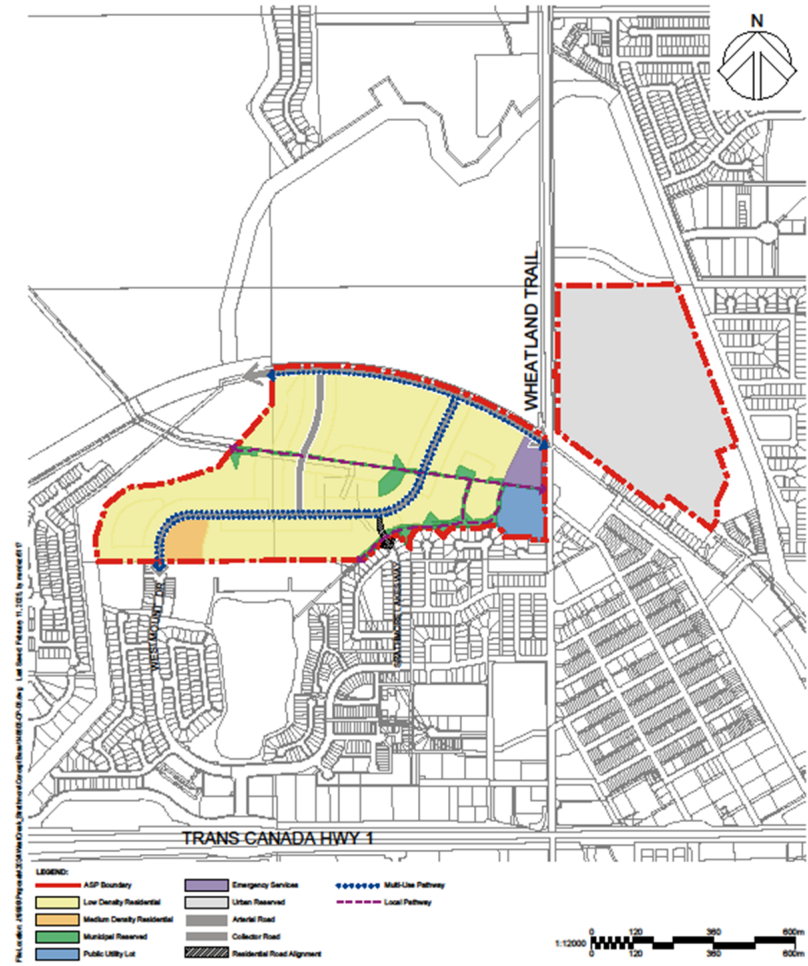
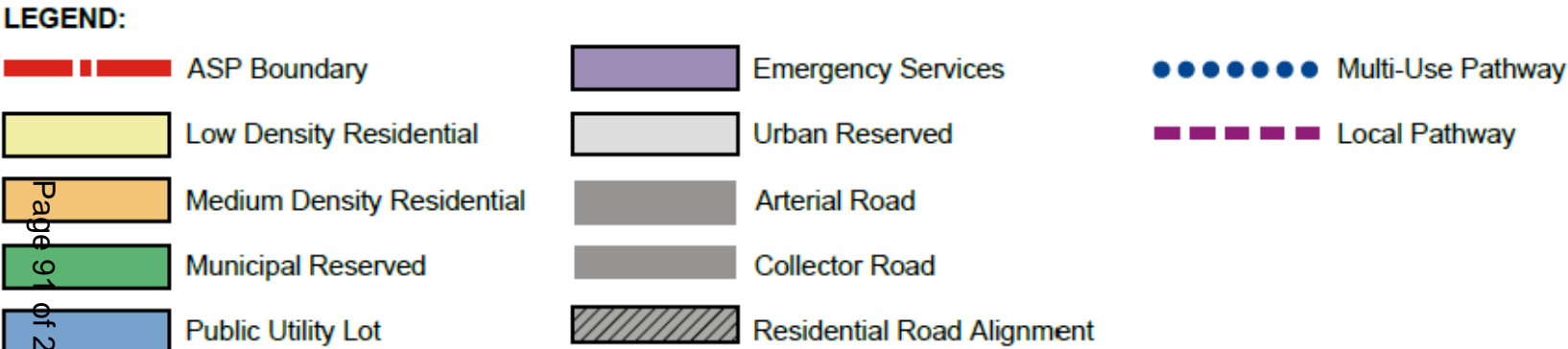
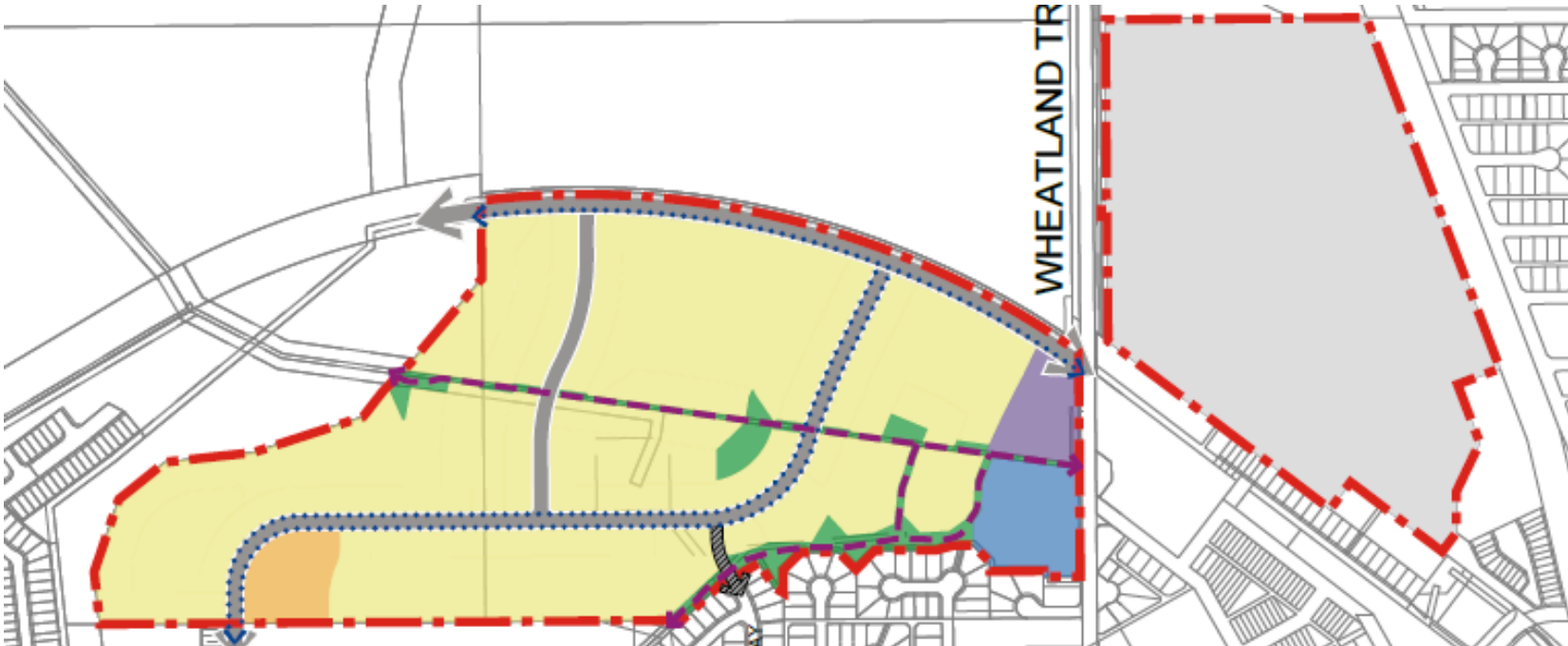
Existing Land Use Bylaw Map



WestCreek Area Structure Plan Bylaw 08-22, adopted August 18, 2010.

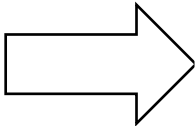
Future Land Use Concept – the WestCreek Area Structure Plan Amendment

Future Land Use Concept – the WestCreek Area Structure Plan Amendment



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

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



Land Use Statistics: Future Land Use Concept

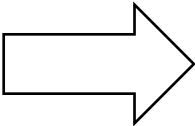
Land Use	Hectares (+/-)	Acres (+/-)	% of ASP Area
Low Density Residential (R1/R1S/R2)	± 30.08 ha	± 74.33 ac	38.5 %
Medium Density Residential	± 1.39 ha	± 3.43 ac	1.78 %
Park/Open Space (West lands)	± 2.57 ha	± 6.35 ac	3.29 %
Emergency Services (West Lands)	± 1.16 ha	± 2.87 ac	1.48 %
Public Utility Lot (Storm Pond West Lands)	± 1.85 ha	± 4.57 ac	2.37 %
Urban Reserve (East Lands)	± 26.62 ha	± 65.78 ac	34.12 %
Roadways	± 14.43 ha	± 35.66 ac	18.46 %
Total Ownership Area	± 78.10 ha	± 192.99 ac	100 %

WestCreek Area Structure Plan Bylaw 08-22, adopted August 18, 2010.

WestCreek Area Structure Plan Amendment

Density Summary

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



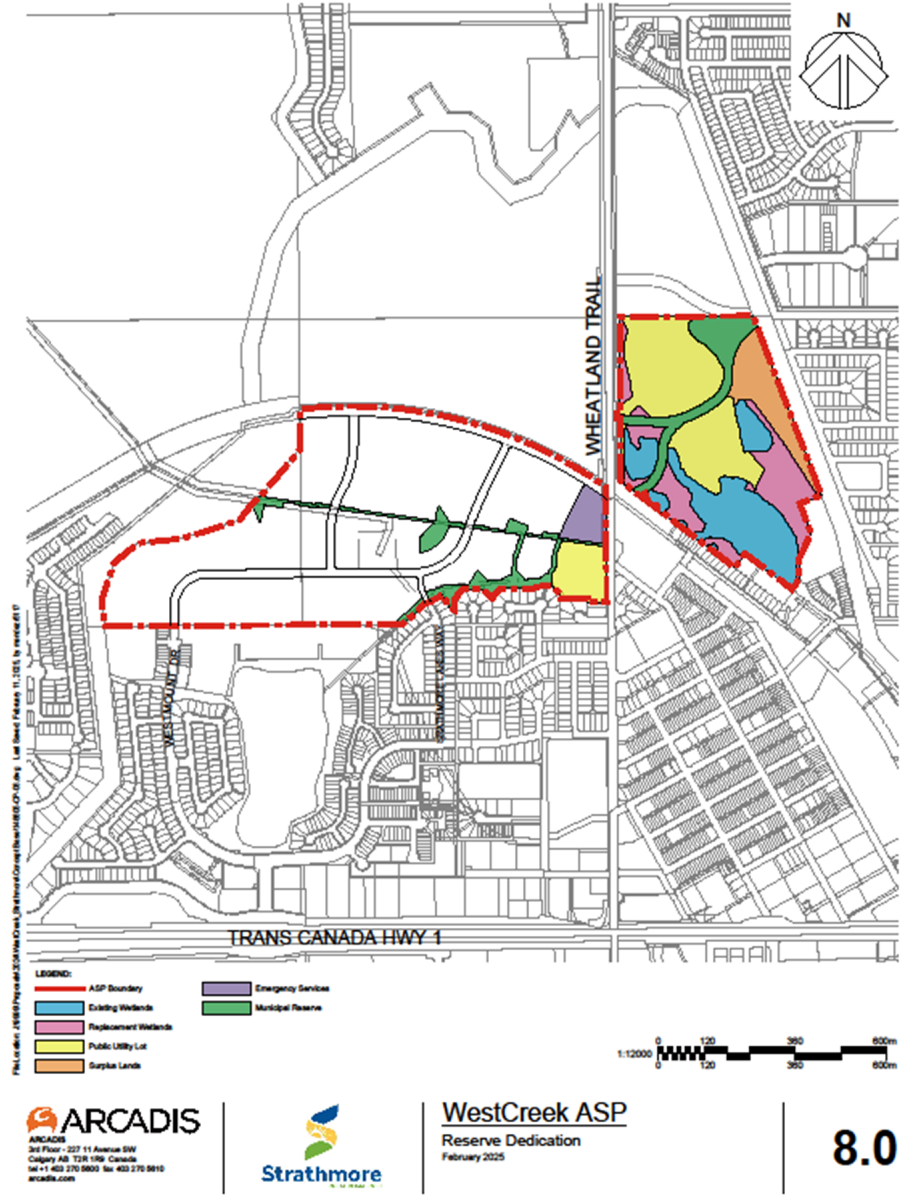
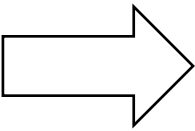
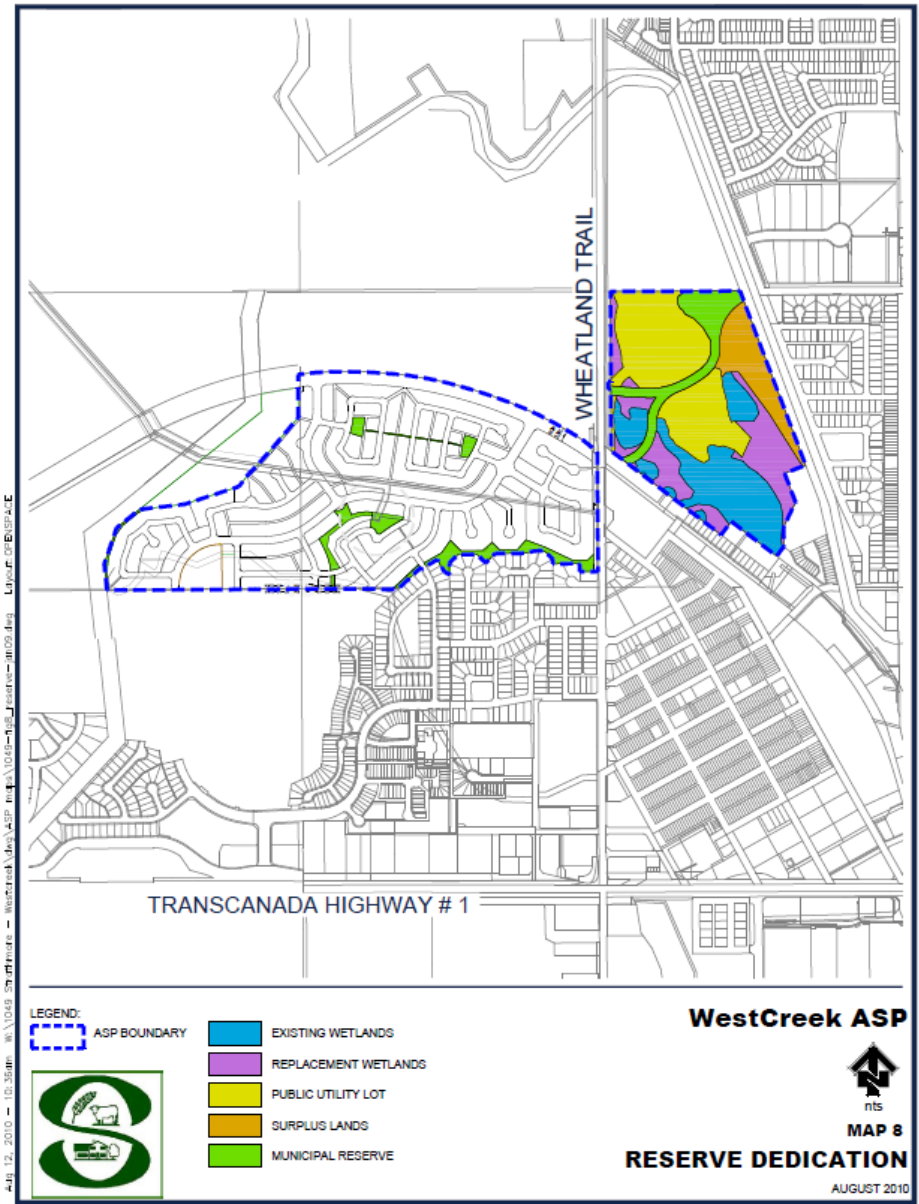
Density Summary

Housing Type	Number of Units ¹	% Total Units
Low Density Residential (R1/R1S/R2)	926	92.4%
Medium Density Residential	76	7.6%
Total Number Units	1002	100%
Net Developable Area	154.15 acres	
Residential Density	6.5 upa	

WestCreek Area Structure Plan Bylaw 08-22,
adopted August 18, 2010.

WestCreek Area Structure Plan Amendment

Reserve Dedication



WestCreek Area Structure Plan Bylaw 08-22, adopted August 18, 2010

WestCreek Area Structure Plan Amendment

Municipal Reserve Analysis

	Hectares (+/-)	Acres (+/-)
Total ASP Area	78.10	192.99
Existing Wetlands (East)	6.90	17.04
Replacement Wetlands	5.41	13.39
Public Utility Lot	8.60	21.26
Surplus Lands	3.07	7.58
Municipal Reserve – Balance from West Lands	2.72	6.72
Net Developable Area	51.40	127.00 ⁽¹⁾
Total Municipal Reserve (10.1 % of Net Developable Area)	5.21	12.87⁽²⁾

- Notes:**
- (1) Net Developable Area is equal to the Total ASP Area minus Existing Wetlands (East), Replacement Wetlands, Public Utility Lot, Surplus Lands, and the Balance of Municipal Reserve land. (Net Developable Area is equal to the total West Lands area)
- (2) Includes 6.15 acres of MR on West Lands and 6.72 acres of MR on East Lands

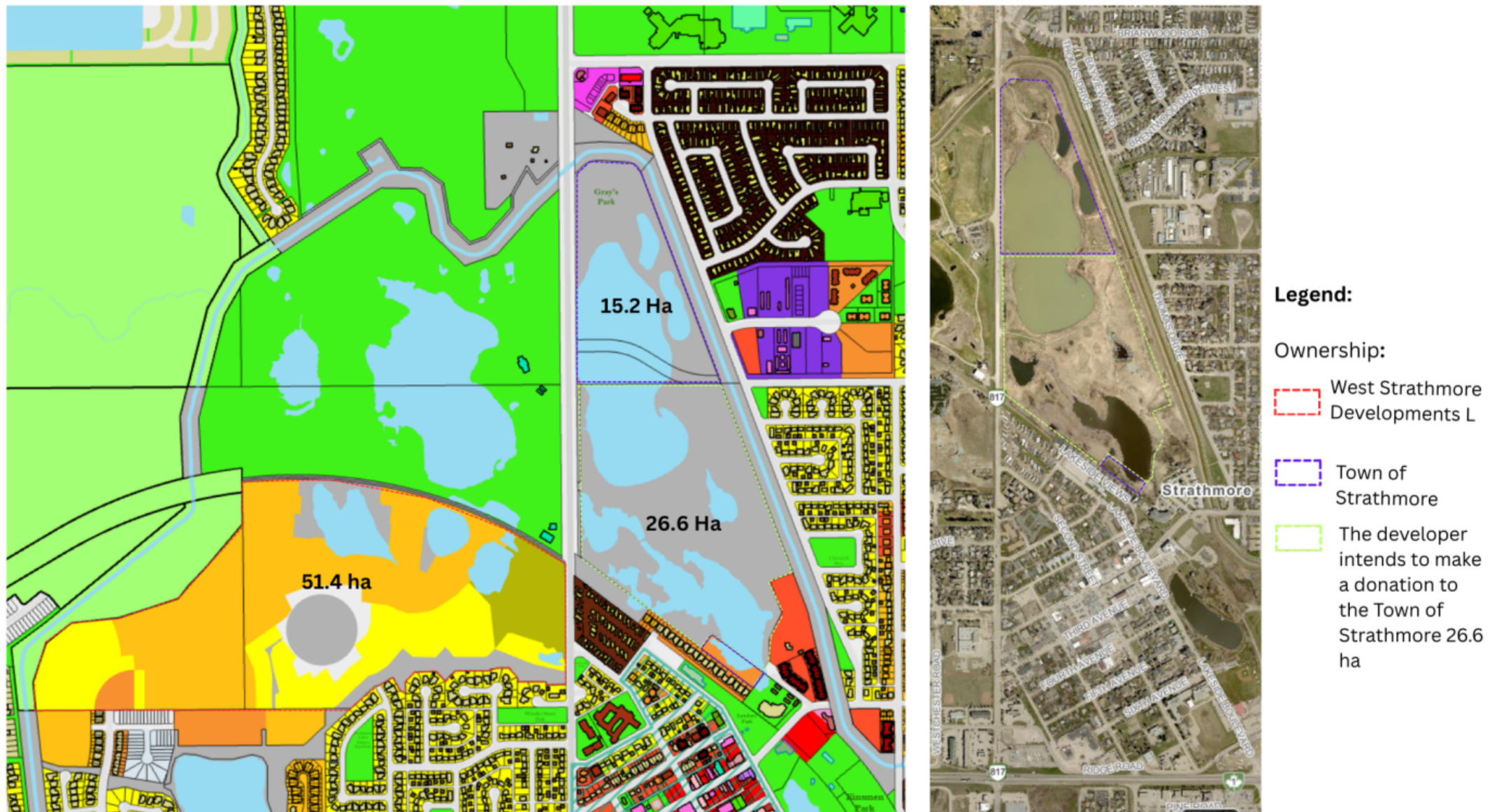
WestCreek Area Structure Plan Bylaw 08-22, adopted August 18, 2010.

Municipal Reserve Analysis

	Hectares (+/-)	Acres (+/-)
Total ASP Area	78.10	192.99
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Public Utility Lot	8.60	21.26
Surplus Lands	3.07	7.58
Municipal Reserve – Balance from West Lands	2.72	6.72
Net Developable Area	51.40	127.00 ⁽¹⁾
Total Municipal Reserve (10.1 % of Net Developable Area)	5.21	12.87⁽²⁾

- Notes:**
- (1) Net Developable Area is equal to the Total ASP Area minus Existing Wetlands (East), Replacement Wetlands, Public Utility Lot, Surplus Lands, and the Balance of Municipal Reserve land. (Net Developable Area is equal to the total West Lands area)
- (2) Includes up to 6.35 acres of MR on West Lands and 6.7 acres of MR on East Lands

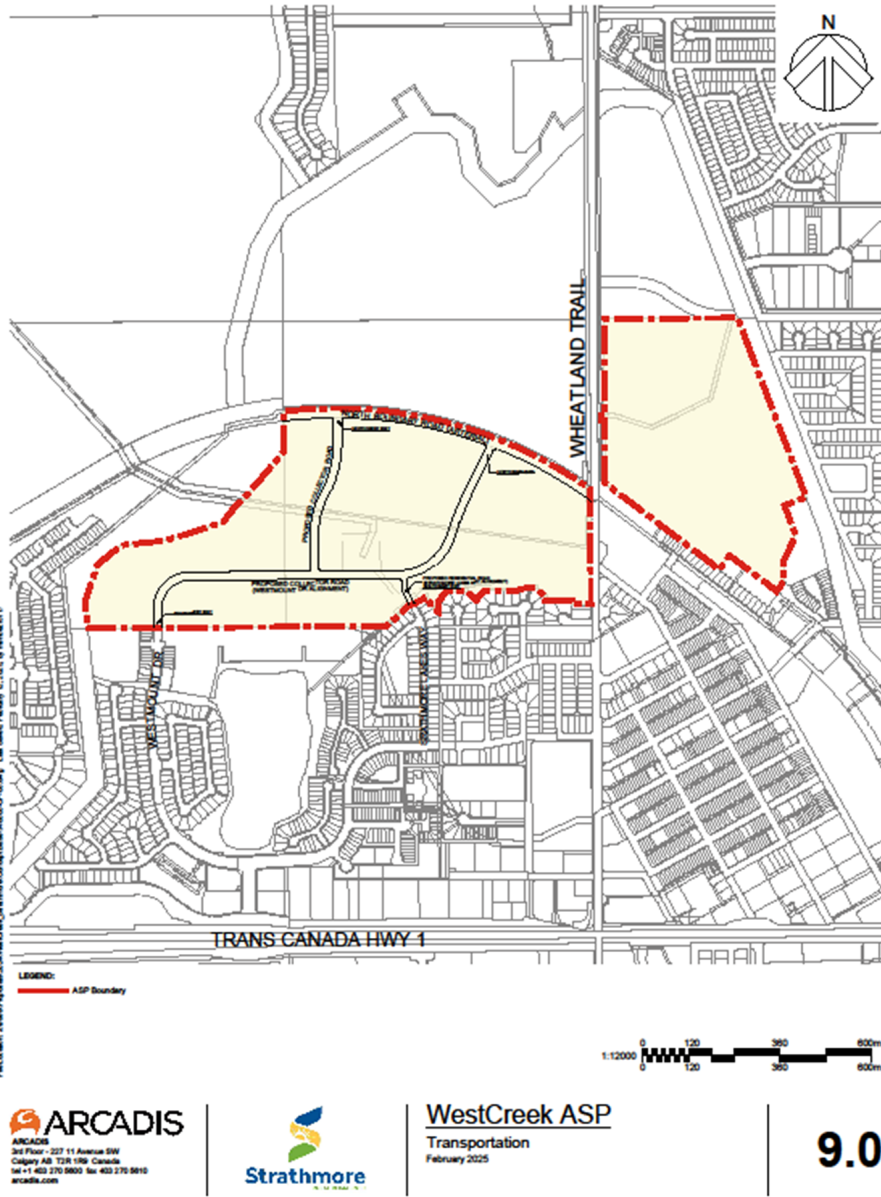
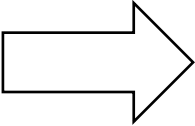
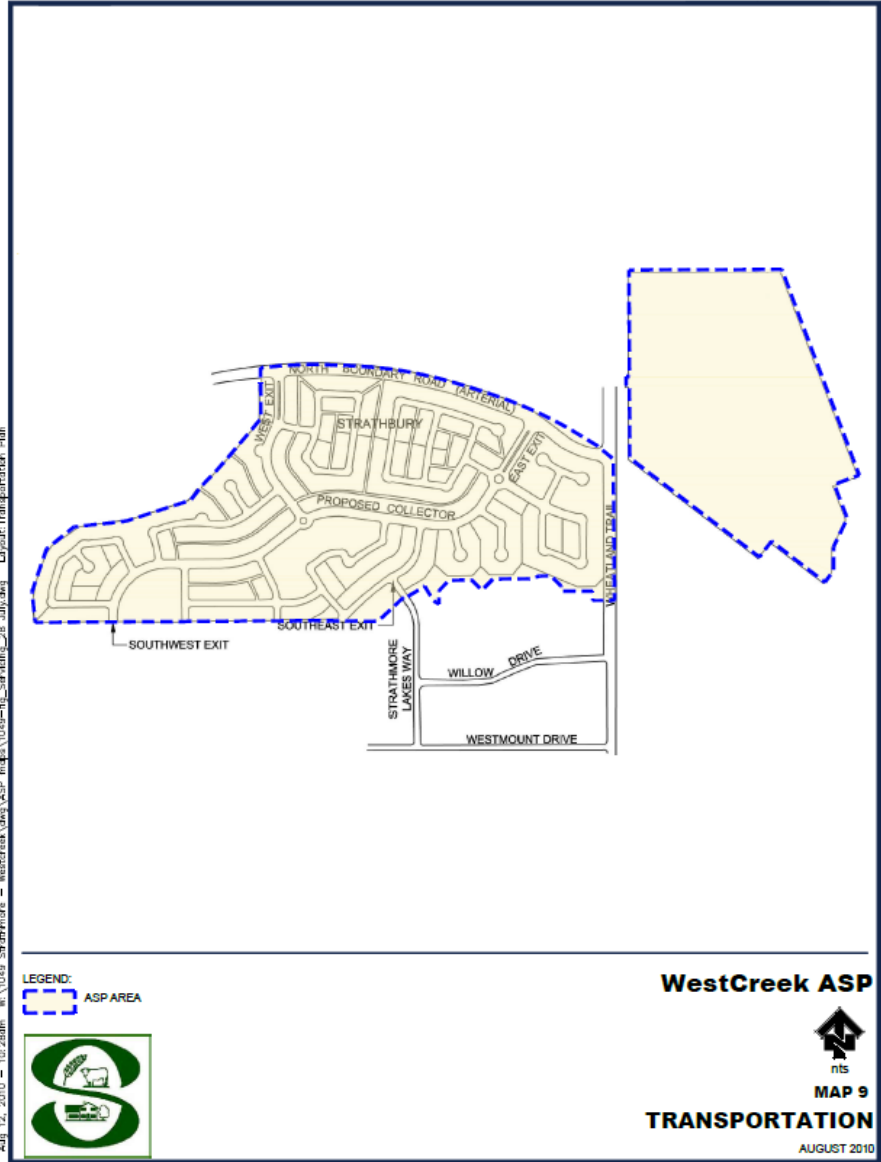
WestCreek Area Structure Plan Amendment



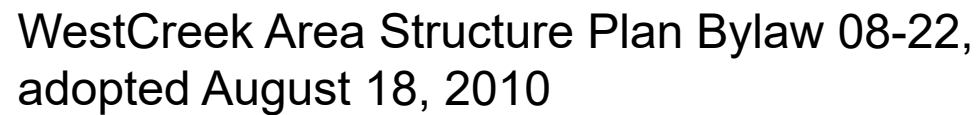
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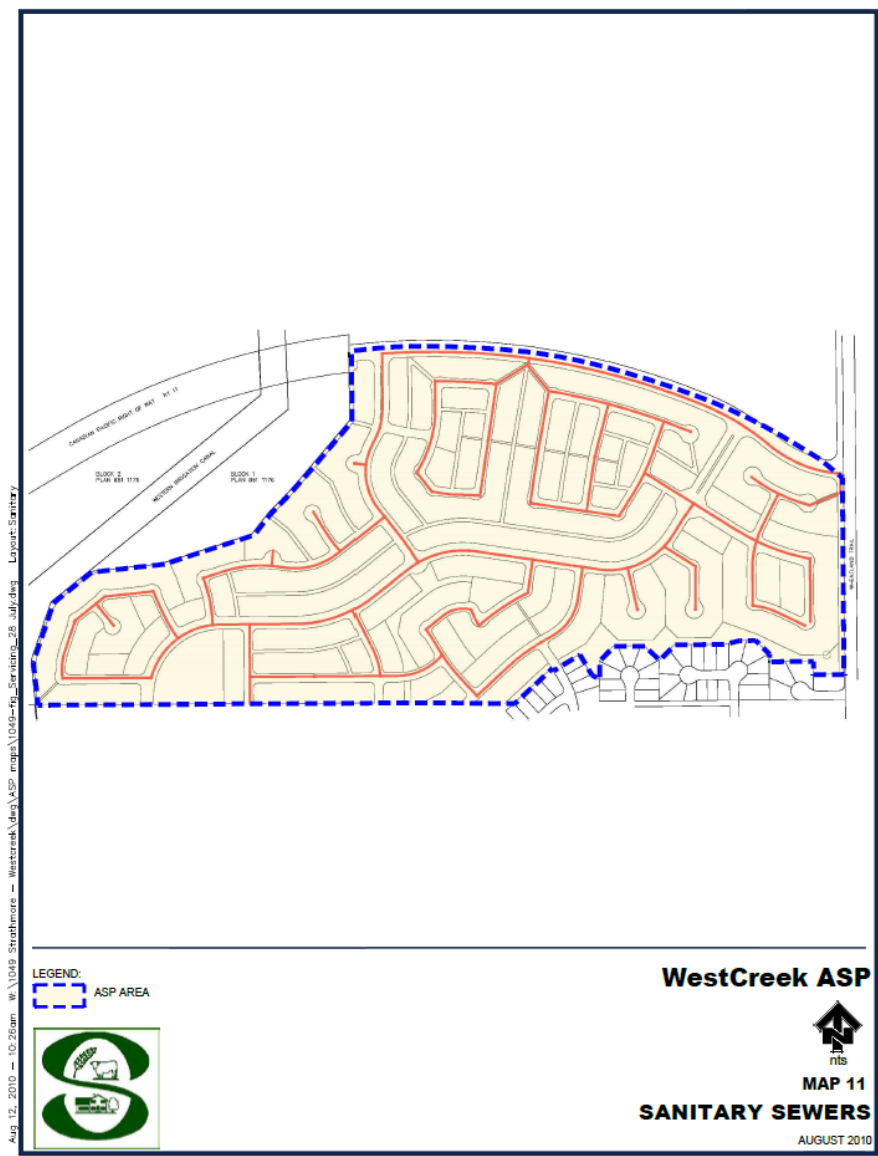
Transportation



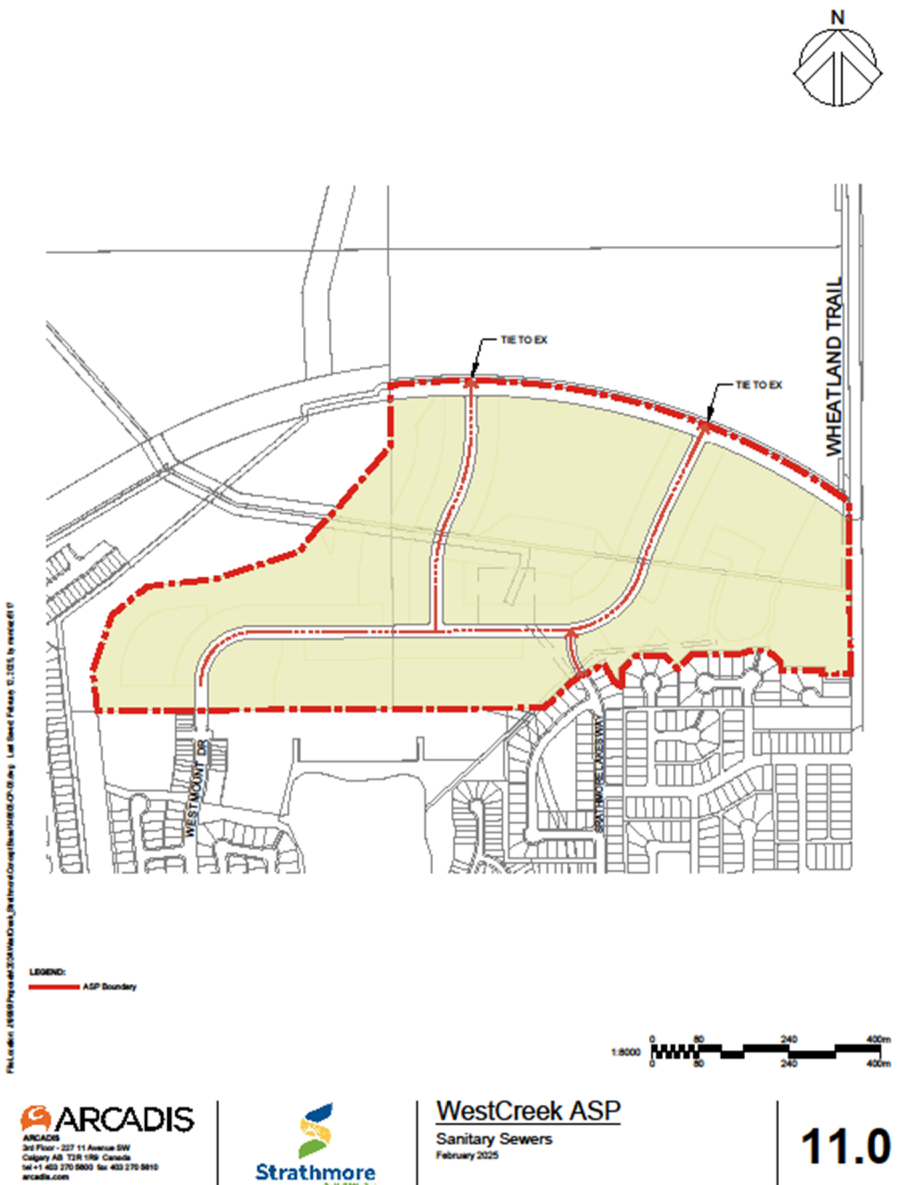
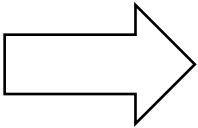
Page 98 of 266



Sanitary Sewers

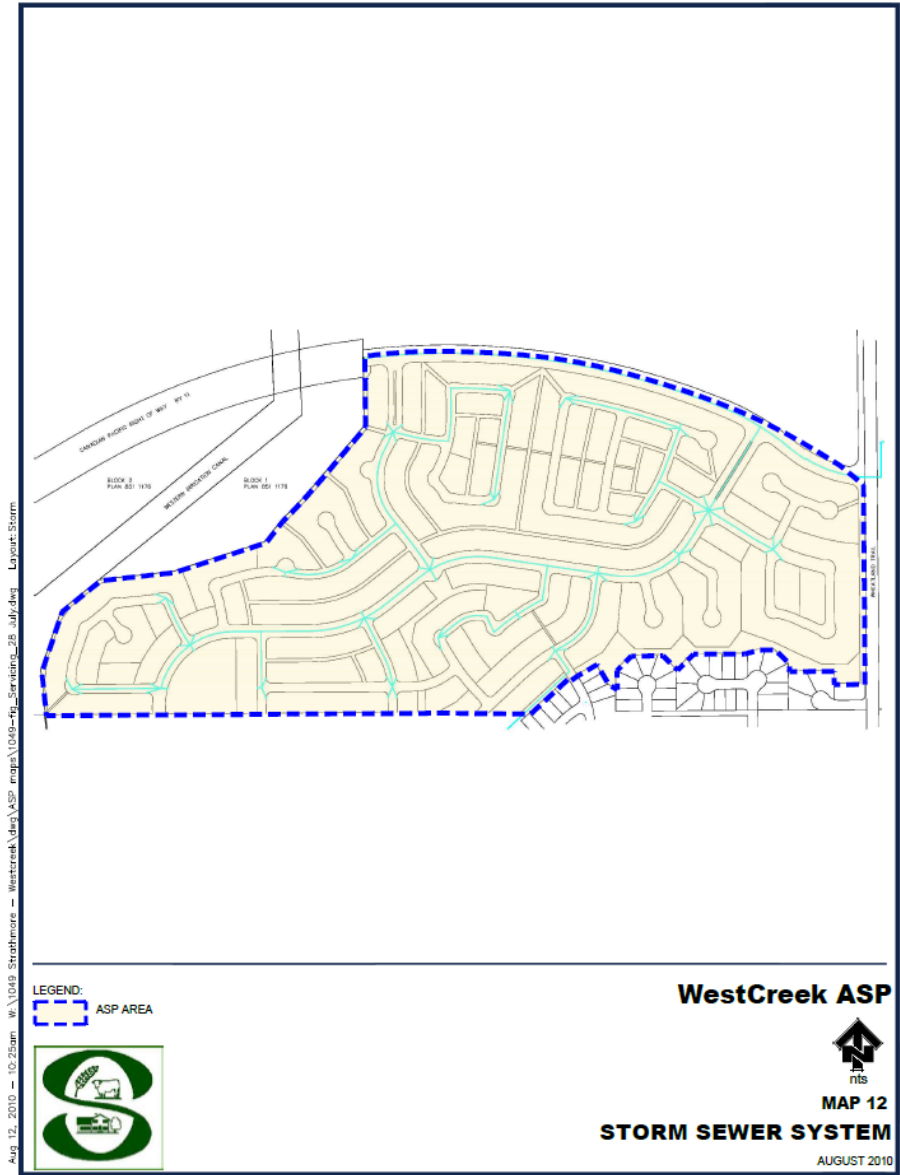


WestCreek Area Structure Plan Bylaw 08-22, adopted August 18, 2010

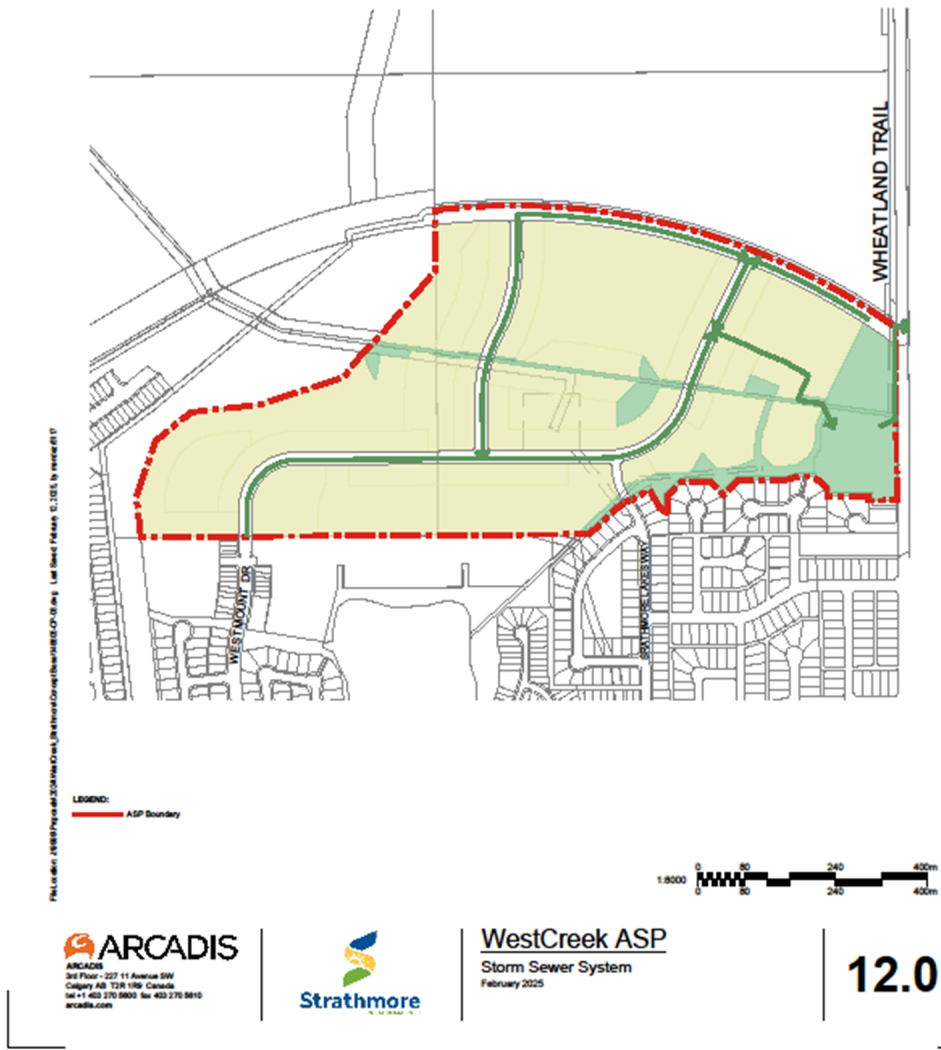
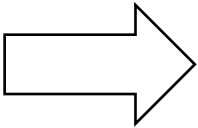


WestCreek Area Structure Plan Amendment

Storm Sewer Ssystem

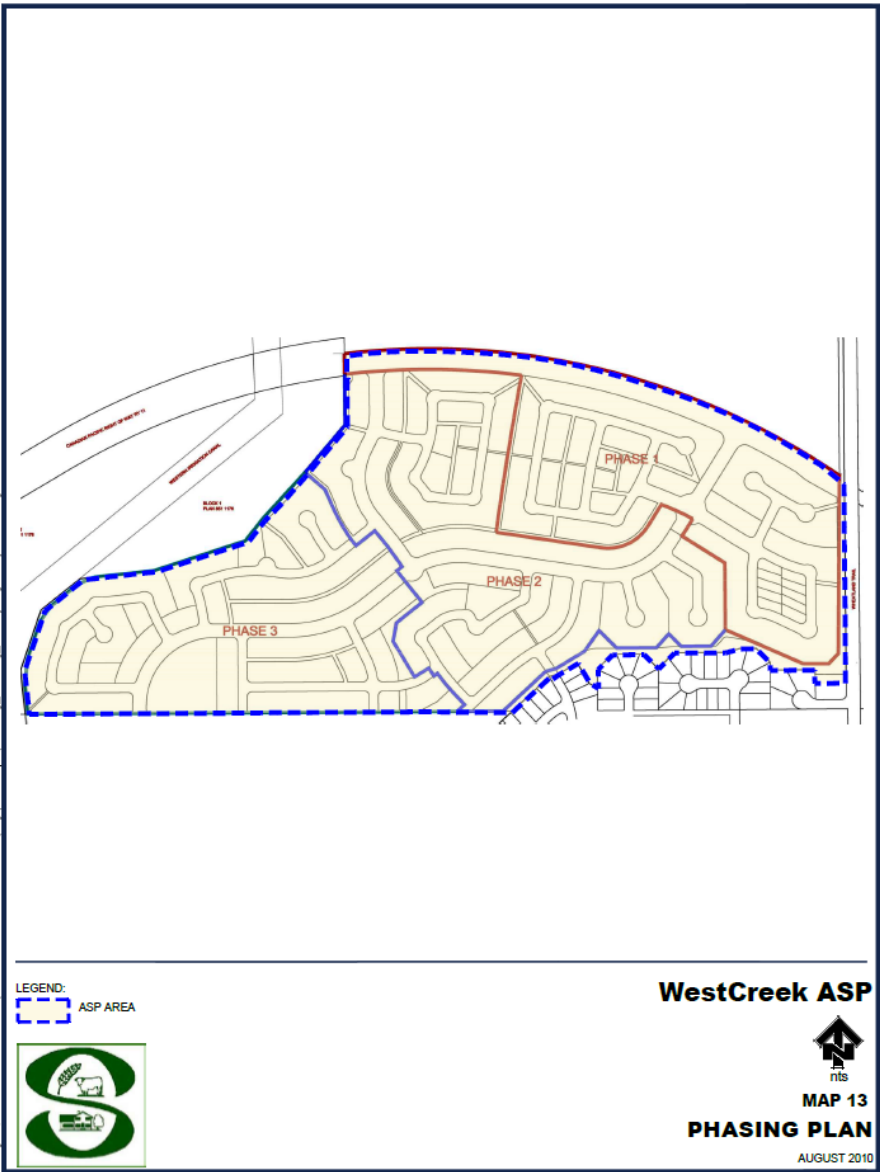


WestCreek Area Structure Plan Bylaw 08-22, adopted August 18, 2010

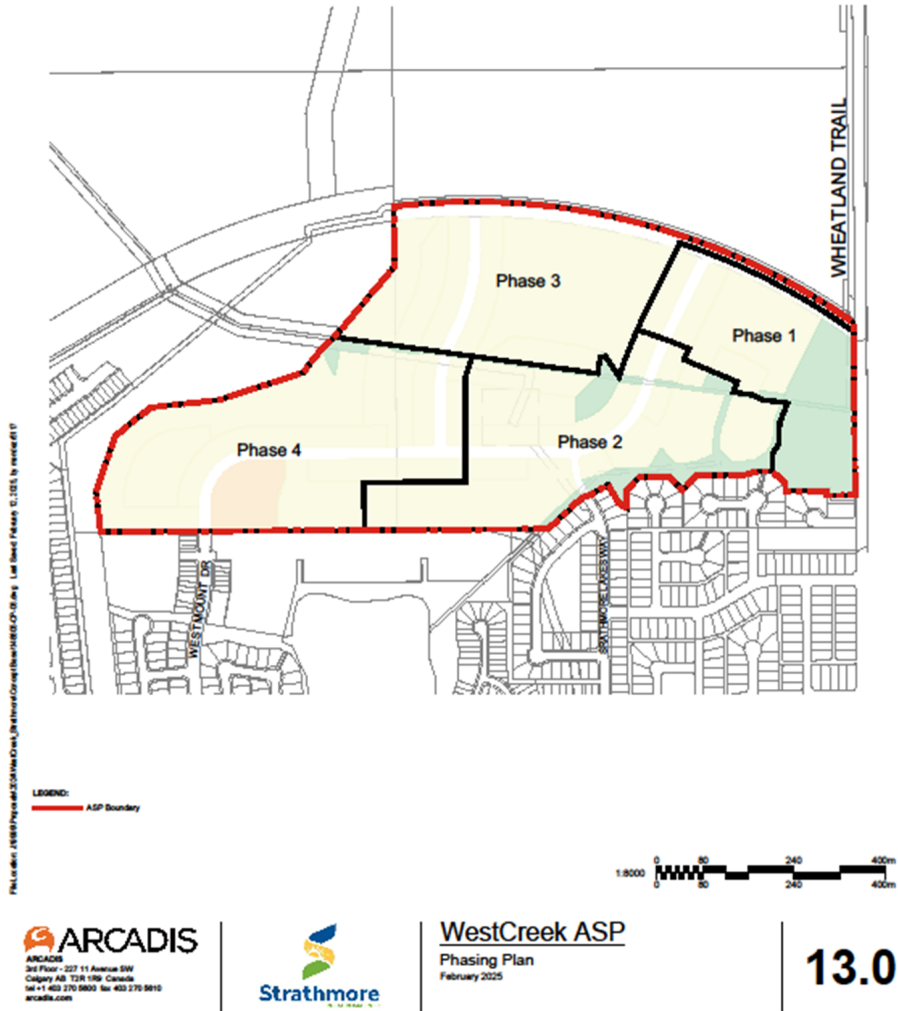
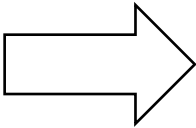


WestCreek Area Structure Plan Amendment

Phasing Plan



WestCreek Area Structure Plan Bylaw 08-22, adopted August 18, 2010



WestCreek Area Structure Plan Amendment

Bylaw 25-07

Recommendation:

THAT Council proceed with a Public Hearing for Bylaw No. 25-07 on May 07, 2025, 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 07, 2025 regarding Bylaw No. 25-07 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

Thank you!

April 29, 2025

Without Prejudice

To Mayor Fule and Council Members;

RE: Proposed Westcreek Area Structure Plan Amendment Bylaw

As residents of the Town of Strathmore we are greatly opposed to the development of housing on the wetland portion of the Westcreek Area Structure plan proposal. It should remain undisturbed.

One of the primary functions of the Provincial and Federal governments is to protect and preserve the wetlands in Alberta. The process is very dependent on the co-operation of Municipal governments and assistance from private agencies like Ducks Unlimited, Fish and Game Associations, etc. In the case of the Westcreek Area Structure Plan, the proposed development totally disregards a significant wetland.

As noted in the Aug., 2005 Wetland Conservation Plan that was done by Thomas Sadler, P.Biol., the wetlands in question are identified as site 13, 14 and 15. Their significance is stated as 'High Species Diversity' and classed as 'Biologically Significant Wetlands'. They are categorised as Class IV (semi-permanent ponds and lakes that include deep marsh vegetation and maintain water throughout spring, summer, fall and winter) in the Stewart & Kantrud Classification system.

These wetland sites harbor a very significant wetland that contains an abundance of migratory, upland, and song birds. The wetland is much more mature and vibrant than it was when the original development application was made in 2010. The open water area is larger and the wetland vegetation is very dense.

Long term residents of this community will comment that there is a constant water movement through the eastern portion of the proposed housing development (west of Highway 817). This event is obvious since the pond water in this location never produces algae blooms, as a stagnant pond would.

There is a natural surface and underground water movement. This is part of a natural water cycle process and may very well create water and moisture issues with any planned construction.

Biologically/environmentally significant sites are normally protected by the 'NO NET LOSS' clause. With the proposed removal of wetland sites 13, 14 and 15; we do not see this happening.

Town Policy number 6605, dated April 18, 2007

titled **Strathmore Wetland Conservation Policy** states the following:

Policy Statement

- Item 1.1.2.2

The Town will conserve and/or restore wetlands, wetland areas and riparian lands wherever feasible.

- Item 1.1.2.4

The Town will ensure no net loss of wetlands by avoiding impacts to wetlands and wetland areas . . .

If the Town allows these wetlands to be destroyed they are not meeting the requirements of this Town Policy.

Definitions: (as stated in the policy)

- Item 3.1

Bed and Shore of a wetland means the land covered so long by water as to wrest it from vegetation or as to mark a distinct character on the vegetation where it extends into the water or on the soil itself.

- Item 3.4

Naturally Occurring Wetland means an area where water has accumulated to water elevations under natural conditions.

- Item 3.8

Riparian Lands mean the lands adjacent to wetlands where the vegetation and soil show evidence of being influenced by water . . .

- Item 3.10

Wetlands means having water at, near or above land surface or which is saturated with water long enough to promote wetland or aquatic processes . . .

****The wetlands in question meet these definitions.***

Key Points:

- A very viable and active wetland is within the proposed development.
- The proposed development would totally eliminate the wetland
- There is no planned construction to compensate for wetland loss. The proposed storm pond in the south corner would have minimal use by birds and animals, since it is bordering hwy. 817.
- This wetland is very mature with normal wetland vegetation.
- Numerous migratory birds, upland birds, songbirds, herons, and raptors utilize this area for nesting and resting. Deer, foxes, coyotes, ground squirrels, etc. live in and frequent the area
- We posted on the 'Strathmore Community Bulletin & Chat' website asking people if they were aware of the Proposed Westcreek Area Plan, which would include destroying the wetland. There have been many responses with the majority being against removing the wetland.
- **The proposed destruction of the wetland is in contravention of Strathmore Conservation Policy #6605.**

We hope you take these concerns into consideration and do not amend the portion of the bylaw that allows removal of these wetlands. They should remain intact with the housing being developed on the higher, dry ground.
Thank you.

Doug Slatnik

Sandra Slatnik

Sec. 17, FOIP

Area Master Plan: West Creek

Honourable Mayor and Council

I would like to object to changes proposed in the above noted development plan for the following reasons.

1. The area is home to nesting birds such as great blue heron (*ardea herodias*) and black-crowned night heron (*nycticorax nycticorax*) and you have a bylaw 14-03 3.7.12, that forbids development from 10m or greater from high water mark. As well, Town of Strathmore Wetland Conservation Policy 1.1.4.1. states that no development shall be permitted within 30m of a class IV wetland. The people from Arcadis said that they are trying to get permission from Alberta Environment to do this but it should not be allowed at any time. This council just rejected an apartment complex on the east side of the wetland east of #817 by some people coming to council saying that area was a bird sanctuary so maybe that has to happen here as well. This area has been a wetland for as long as I have lived here and should be left alone. Again you have policies and bylaws that forbid development so close to a biologically significant wetland (Class IV: Stewart and Kuntrud) about not allowing work near wetlands and should be stopped no matter what Alberta Environment rules after Arcadis is done trying to get permission to move these wetlands.
2. Increasing the density of houses by decreasing the distance between them leads to an increase in the severity of fire, as the distance the fire has to travel between houses is less and increases the risk of ignition of neighbouring and adjoining properties. Fire Chief's Guide for Development Design Approvals, Version 1.1 by Sean A. Tracey, FIFireF, proposes that houses should be placed 2.4m from the property line to minimize risk to neighbouring homes.
3. In the developers plan they propose a storm pond in the southeast corner of the property on the west side of #817. This pond will have to catch all the water from a majority of the Westmount area, overflow from Strathmore Lake and the new subdivision. As your administration already knows the storm sewers in Westmount area are not large enough to accommodate a one in five year storm such as we got in August 2024. This storm water currently flows to the north into this area and the developer said they were not concerned about water coming into their storm pond from outside the development. So if the storm pond does not drain fast enough or is not large enough the water will back up and flood my property. Currently the storm water drainage leads to an overflow of water into the area of Wheeler Street. Increasing downstream restrictions will result in an increase risk of overland flooding due to a failure of town storm water infrastructure. It has been doing this since the Strathmore Lakes developer was allowed to build a hill north of my property to create Wheeler Place. I know that I can not go back in time over what happened then but I will do everything in my power to make sure the storm water issues are dealt with before any development is allowed to proceed. The town should upgrade the storm sewers as per your study from 2024 and make sure it is working properly before this developer starts

because if they don't get it right my property could get damaged. Attached to the email are pictures from the high water during different storms over the years.

Gary Moore

[REDACTED]

FOIP Sec. 17(1)

[REDACTED]

August 2024 #1



August 2024 #2



August 2024 #3



August 2024 #4



June 2022



June 2016



April 12, 2025

Lee and Joy Travis

FOIP Sec. 17(1)

RE: Proposed WestCreek Area Structure Plan Amendment Bylaw No. 25-07

Dear Members of the Town Council,

We are writing in response to the recent notification and open house regarding the amendments to the WestCreek Area Structure Plan and the Phase Land Use Update. While we acknowledge the necessity of development for the town's growth, we believe that the proposed amendments, are not minor and have significant negative impacts on adjacent property owners, the overall rural town character, and the safety of the community. We outline our primary concerns and propose solutions, as follows:

1. Direct Control and Gross Density

The use of Direct Control concepts and changing the overall gross density from 6.5 units per acre to a flexible range of 6.0–7.5 units per acre would significantly alter the rural character of the area. This change would create an environment more akin to high-density urban areas such as Calgary and Chestermere, undermining the community's small-town appeal and lifestyle.

Proposed Solution:

- **Reject** the use of all Direct Control concepts.
- **Reject** the amendment to reduce density to 6.0–7.5 units per acre.
- **Maintain** the previously agreed-upon R1, R2, R1S and density of 6.5 units per acre.

2. DC (RS1) Direct Control (Single Detached Residential “Small Lot” District)

Reducing the side yard from 1.5 meters to 1.2 meters, or even to zero meters, would result in a townhouse-like appearance, which is not consistent with the rural detached dwelling aesthetics of the area. Furthermore, this increased density poses an increased fire risk to neighboring properties due to the reduced separation between structures.

Proposed Solution:

- **Reject** the proposed side yard and setback reductions.
- **Maintain** the previously agreed-upon side yards and setbacks.

3. DC (R1) and DC (R1S) Lots Adjacent to Existing Strathmore Lakes Properties

The proposed new types of lots, and change from R1 to DC R1 and DC R1S, which would back onto existing Strathmore Lakes properties, will negatively impact the aesthetics, views, and property values of long-established residence in the area and create high density adjacent to these homes.

Proposed Solution:

- **Reject** the use of Direct Control lots behind existing Strathmore Lakes properties.
- **Maintain** the original plan and **require** R1 lots of similar size, side yards, and setbacks to those in Strathmore Lakes to provide a seamless, aesthetically pleasing transition between subdivisions.

4. Phase II Street Configuration

The redesign of Strathmore Lakes Way within WestCreek, which creates a direct connection between Westmount Drive and Westmount Drive, will significantly increase traffic through the Strathmore Lakes subdivision. This shortcut would allow WestCreek residents to bypass residential areas, including school zones and playgrounds, creating safety risks for local residents. Additionally, this design would place an undue traffic burden on a designated “residential street” that is not intended to function as a “residential collector” street.

Proposed Solution:

- **Reject** the amendment to create a direct connection between Strathmore Lakes Way and Westmount Drive within WestCreek.
- **Maintain** the original design that connects Strathmore Lakes Way to another residential street within WestCreek, which is not a residential collector street.
- Alternatively, **convert** Strathmore Lakes Way into a cul-de-sac to preserve the current traffic levels and ensure pedestrian safety.

As long-time residents of Strathmore Lakes, we have greatly appreciated the agricultural land adjacent to our property. While we understand that growth is inevitable, we believe it is crucial to collaborate with all involved parties to ensure that development respects the rural character of our community and protects the value of our neighborhood for the benefit of all Strathmore residents.

Thank you for considering our concerns. We are happy to discuss these matters further and look forward to your response.

Sincerely,

Lee and Joy Travis

CC: WestCreek Developments

WITHOUT PREJUDICE

RECEIVED

APR 23 2025

Mayor and Council
Town of Strathmore

Re: Amendment to By-law 08-22, Westcreek Area Structure Plan

We would like to address some concerns that we have in regarding the amendment to the existing A.S.P.

The original plan indicated at area of existing lowland and wetlands as being degraded. There has been a sixteen year pause in development of said lands, and in that time Mother Nature has worked her magic, and the degraded lowland and wetlands have flourished. The wetlands are home to Canada Geese, numerous species of ducks, a yearly stopover for swans, spring and fall. Blue herons feed in the watercourse, and pelicans gather and feed in the water bodies. Upland game birds reside and nest in the lowlands. Raptors are daily visitors due to the abundance of food sources.

The waterway through the wetlands also provides irrigation water to the Strathmore Golf Course, sourced from Wildflower and Strathmore Lakes Estates.

The entrance off of Wheatland Trail{817} will be located on top of the main water line to the east side of Strathmore. Development should address the widening of 817 from Willow Drive to the Golf Course.

The gas well also is of concern, as well as the pipeline connection accross Wheatland Trail. There is no indication that this well will be shut in, and the last production figures are dated Feb. 2025.

The developer has had sixteen years to work on this project and to date has not produced any tangible results. The lowlands and wetlands have changed significantly in this time. We would respectfully request that the second reading of the ammendment by-law be delayed, and the developer be requested to have the lowland, wetland area reassessed.

Ironically, the day the WestCreek open house was advertised, Mayor Fule wrote an article extolling the Town's Climate resiliency and environmental stewardship and ensuring that we protect what we have today.

Thank-you for your attention to this matter.

RECEIVED
APR 23 2025

Respectfully

Linda Freeman

J.W.(Wally)Freeman

To Whom it may concern;

Brent Robinson & Katherine Zagorsky

FOIP Sec. 17(1)

Strathmore, AB

Regarding the development designated as Westcreek Area Structure Plan, Bylaw 08-22 Lot 1, Block A, Plan 941 0061 and 4;25;24;15;NW we have serious concerns about the environmental impact of this project and concerns with conflicts in your policies regarding wetland management and enforcement of conditions on your developers. **Most notably, ferruginous hawks observed in the area are now designated as an endangered species by the Government of Alberta.** We refer you to their report in the link.

<https://open.alberta.ca/dataset/7e88bf90-262f-4dc2-8c2b-7a19d3e2fefc/resource/9c7c5e4b-b06a-4228-9380-081f39c43956/download/epa-alberta-species-at-risk-recovery-plan-41-ferruginous-hawk-2024.pdf>

We are also concerned with property values decreasing due to increased traffic and noise created by the proposed main collector road and feeder roads.

We have examined the Town of Strathmore Land Use Bylaw 14-11, Strathmore-Wetland-Conservation-Policy dated April 18, 2007, Strathmore-Wetland-Conservation-Plan dated August 7, 2005 and the information presented in your letter of April 4, 2025 regarding the public hearing scheduled for Wednesday, May 7, 2025. We can only find a draft of bylaw 25-07 on the Town of Strathmore website so, haven't been able to examine it but would request a copy at your earliest convenience.

Strathmore Lakes Crescent borders this development area currently zoned for a combination of R1 and R2 per the Town of Strathmore website. The area possesses a shut-in deep gas well, small stands of trees, riparian areas and prairie habitat as well as biologically significant wetlands designated as ST-13,14 and 15 by the Town of Strathmore. ST-16 is designated as a socio-economically significant wetland used for stormwater management. This section of land serves as a wildlife corridor in addition to a green space for residents.

Our personal observations from living in the immediate area from 2013 to present shows a much higher biodiversity than that indicated in the Town of Strathmore Wetland Conservation Plan. Please see the list below showing those species identified in the conservation plan and the observable species now present, **20 years after the initial Conservation Plan was produced. A full environmental assessment should be**

completed for the subject areas per the Alberta Provincial Environmental Protection and Enhancement Act, section 39. We would also refer you to the Alberta Wildlife Act and the federal Species At Risk Act when engaging your biologists. We regularly work with reputable environmental consultants and are happy to provide references.

Observed species noted in the Strathmore Conservation plan and personal observations. Combined total of 75 species with at least 15 sensitive or at risk and one ENDANGERED.

Animal species noted in plan	Personally observed species
Green winged teal	White pelican - sensitive
Mallard	Snow goose
Blue winged teal	Hungarian partridge
Gadwall	Ring necked pheasant
Lesser Scaup	Pidgeon
Ruddy duck	Dove
American coot	Hummingbird
Black tern - sensitive	Blue jay
Marsh wren	Robin
Common yellowthroat - sensitive	Owls – sensitive and at risk
Red winged blackbird	Common loon
Yellow headed blackbird	Cormorant
Northern pintail	Bald eagle
Bufflehead	Prairie falcon – at risk
Great blue heron - sensitive	Ferruginous hawk – ENDANGERED
Canada goose	Swainsons hawk
Killdeer	Woodpecker pileated - sensitive
American avocet	Kestrel - sensitive
Northern shoveler	Various fly catchers – sensitive and at risk
Horned grebe – sensitive	Swallow
Eared grebe - sensitive	Meadow lark
Cinnamon teal	Crow
Redhead	Chickadee
Red necked grebe	Magpie
Marbled godwit	Starling
Wilsos phalarope	Sparrow
Spotted sandpiper	Common redpoll finch
Forsters tern	American badger - sensitive
Black crowned night heron - sensitive	Coyote
Ring billed gull	White tailed deer
Willet	Mule deer

Northern harrier	Weasels – may be at risk
Greater yellowlegs	Various frogs – sensitive and at risk
Franklins gull	Jackrabbit
Savannah sparrow	Bush bunny
Sora - sensitive	Skunk
Common snipe	Garter snakes - sensitive
	Various mice and voles, Richardsons ground squirrel

We would like to add, that when we first moved to this home, we were served notice of the development that might occur. That was in August of 2013. Development did not seem to be significant at the time and only some topsoil had been stripped from the area surrounding the area north of ST-16. We reached out to the Town of Strathmore planning officer at the time to question why no erosional mitigation or weed control was in place during that early construction. Our phone messages went unanswered and so we wrote to the Town. We identified two main issues with the development to that point. **1. Erosion** observed in the area surrounding ST-16 and; **2. Various noxious weeds** in the same area. We didn't receive any call backs or reply to our letter. From 2013 until now we have seen no visible improvement in the practises used in the renewed construction underway in this area. This raises serious concerns about the enforcement of the conditions of the development permits for the area and enforcement of the Town of Strathmore's own policies. Currently the development that has started north of ST-16 has been stripped with no visible runoff or erosion control or weed control measures in place.

You note on your own website that weeds must be controlled and prevented from spreading yet this development area remains a constant source of invasive weeds species. **We are requesting an assessment by your Municipal Weed Inspector** of the subject area to determine the full extent of noxious weeds present and that the Town of Strathmore take action to enforce their policies with this developer per the **Provincial Weed Control Act**.

There seem to be several conflicts in your policies and plans and, a lack of enforcement generally.

1. Town of Strathmore Wetland Conservation Plan, August 7, 2005

- a. Paragraph one of the document states that "...the Town of Strathmore still retains nearly all of the significant wetland areas located within its present and proposed town boundaries."
- b. Paragraph three states "adherence to related provincial and federal laws and policies; • ensuring **"No Net Loss"** of wetlands by promoting their conservation and/or mitigation within areas of future urban development and

within transportation and utility corridors; • maintaining or improving local water quality and quantity; • ensuring orderly and cost-efficient development of lands within the town while addressing engineering constraints; • the use of naturally occurring wetlands for stormwater treatment while ensuring their longterm viability; • identifying and mitigating the effects of telecommunication lines on avian life; and • providing consistency, efficiency and effectiveness in dealing with wetlands through the development application process.”

- c. Paragraph 4 states that “Balancing the conservation of Strathmore’s wetlands within the context of urban development is a priority for the Town.”
- d. Page 5 – States that the simplest method for protecting and mitigating negative impacts to wetlands is to “...protect and retain the significant values of wetland habitats where they already exist.” This is reinforced by Alberta’s Wetland Policy, provincial legislation and guides to managing wetlands. The primary and preferred method for managing wetlands is to leave them in their natural and undisturbed state.
- e. Page 6 states that “...None of the flora and fauna that were noted in the Strathmore wetlands qualifies as a threatened or endangered species under either the provincial or federal status listings, but the author of the document does acknowledge **species on provincial watch lists and** noted that the assessment of these areas were **single day assessments**.
- f. Page 9 references this extensively i.e. “As is indicated by the number and variety of species recorded during what was normally only a single visit to each site, class IV complexes ST-1, 3, 4, 13, 14, 15, 19, 24, and 27 all rate as of moderate to high species diversity. **In depth observation would undoubtedly result in the identification of many more species at each of these sites.**” Additionally, this report is now **20 years out of date** and should be updated to better reflect the current conditions.
- g. Page 10 discusses policy elements of provincial statutes such as the provincial Water Act. Specifically, this section lays out the “hierarchical progression of alternatives, which include: • Avoidance of impacts. • Minimization of and mitigation for unavoidable impacts; and • Mitigation for development impacts that cannot be minimized.” **We would argue that the development of this area violates this hierarchy and will do irreparable damage to the biodiversity and ability of the area in flood mitigation.**
- h. Page 11. This section further states that “No Net Loss and the application of mitigation principles may no longer remain optional under Alberta Provincial wetland policy but become a requirement for all municipalities.”

- i. Page 12 shows that development of this area will seriously impact the biodiversity in the aforementioned wetlands. In addition to the wetlands, the riparian areas surrounding them are biologically diverse and would be decimated by the development in this area. (REFER TO LIST OF OBSERVED SPECIES)

2. Strathmore Wetland Conservation Policy

- a. The policy statement in the document aims to “1.1.2.2 **conserve** and/or restore wetlands, wetland areas and riparian lands wherever feasible; 1.1.2.3 minimize pollution and future impacts to urban stormwater runoff on wetlands, wetland areas and riparian lands; and 1.1.2.4 ensure no net loss of wetlands by avoiding impacts to wetlands and wetland areas minimizing impacts to wetlands and wetland areas and requiring applicable compensation, and compensating for impacts to wetlands, and wetland areas that cannot be avoided or minimized.”
- b. The policy goes on to state that these principles shall be incorporated into planning procedures specifically stating that “1.1.4.1 **no development shall be permitted within 30 meters of the legal bank of a permanent and naturally occurring wetland**(Class IV-VII:Stewart and Kantrud) or such greater distance determined necessary by a qualified wetland aquatic environment specialist:” Since ST-13, 14 and 15 are all classified as Class IV wetlands NO DEVELOPMENT should be permitted within 30 meters as stated in your own policy. Further, we would argue that permitting development within the riparian area surrounding these wetlands would contribute to the degradation of the shoreline in the wetlands negatively affecting the entire area in its ability to support biodiversity and control overland flooding.
- c. **Your policy goes on to state that “2.1 Conserving wetlands, wetland areas and riparian lands is in the overall greater public interest...”** We fail to see how a development permit could be issued for this particular area with this in mind. There are large swaths of development occurring east and west of this area that support affordable housing, if this is the goal. The subject area should be designated as a green space and not developed. On a given day multitudes of dog-walkers, runners and cyclists utilize this area.
- d. Section “2.3.2 ensure that legal and statutory requirements for identification and protection of provincial water resources are met, risks of pollution and loss of wetlands, wetland areas and riparian lands are mitigated;” If the true intent of the document is, as it states, we fail to see how a neighbourhood built in the middle of wetlands and riparian space such as this accomplishes the intent of the policy.

Developing this area will negatively affect the flood handling capabilities of the area, result in a net loss of biodiverse wetlands and riparian areas your own policies prioritize. It will also negatively impact the quality of life of the residents in the immediate area by removing green spaces and increasing traffic through the area. Strathmore Lakes is currently a desirable place to live as it has preserved wetlands and open spaces. This will change if it becomes an area to drive through using main collector roads. The collector roads will without doubt, drive wildlife away which is another attraction to the area.

Since this project is in the planning stages only the project should be reassessed, with an environmental assessment at a minimum. This would enable the Town and Developer to have a true idea of the anticipated cost, environmental impact and schedule required, providing greater certainty surrounding the projects viability.

Brent Robinson & Katherine Zagorsky

April 29, 2025

To: Town of Strathmore Leadership – Mayor and Town Council

RE: Proposed Westcreek Area Structure Plan Amendment ByLaw

We, Daren and Shannon Kennett have lived at Sec. 17, FOIP since September 2003. We raised 4 children in Strathmore and love our community. In our opinion, Strathmore is simply the best place to live and raise a family.

Recently, we learned of a the Proposed Westcreek Area Structure Plan Amendment ByLaw. After careful review and study of the Proposed Area Structure Plan Amendment as well as other documents on file with the Town of Strathmore, we find the proposed amendment fraught with numerous issues.

First, in a document titled "Town of Strathmore Wetlands Conservation Plan" dated August 7, 2005 (please see attached copy) this wetland study did an excellent job identifying, mapping, and classifying all the wetland areas under the jurisdiction of the Town of Strathmore. From the study, they classified areas ST-13, ST-14, ST-15 as Class IV – Biologically Significant Wetlands with High Species Diversity. These wetlands fall with in the Proposed Westcreek Area Structure Plan. The study determined that these wetland areas were very important for many reasons and should be treated as such. However, in the Proposed Westcreek Area Structure Plan these wetlands and all of wildlife and plants will be destroyed. Once destroyed, they will never return. Why would the Town of Strathmore want to destroy valuable and esthetically pleasing wetlands? In our opinion, this seems short sighted and is inconsistent with current Town of Strathmore policies.

Second, in a document titled "Strathmore Wetland Conservation Policy" dated April 18, 2007 (please see attached), this document lays out policy guidelines for how the Town of Strathmore is to manage it's wetlands. As Section 2.1 states, "Conserving wetlands, wetland areas and riparian lands is in the overall greater public interest, as these resources play a significant role in improving water quality and quantity, reducing flooding and soil erosion, providing biodiversity, moderating climatic conditions, retaining sediments, absorbing nutrients, degrading pesticides, recharging aquifers, contributing to aesthetic urban design, and providing recreation, education, and economic opportunities for current and future generations". Obviously, in 2007, the Town of Strathmore felt that wetlands were

a very important part of our community. Why are they not important now? Why do we want to destroy them for current and future generations? We don't understand.

If the Town of Strathmore's leadership feels that these two documents are no longer valuable or pertinent today, they should complete another wetlands study and rewrite their policies. Policies either mean something or they don't. In 2007, our wetlands were of upmost importance – today, they seem to be of little or no value.

Third, a term used in both documents is “No Net Loss” which is defined as, “means the principle of ensuring that the total wetland inventory remains stable through mitigation, which is a process to reduce wetland loss by avoiding impacts to wetlands and wetland areas; minimizing impacts and requiring applicable compensation; and compensating for impacts that cannot be avoided or minimized”. The good news is that wetland loss can be completely avoided by not developing the wetlands area! Once the wetlands are destroyed, they can never be reclaimed or mitigated. I have heard that the area on the east side of Highway 817 will be substituted for the wetlands that Westcreek plans to destroy. However, this is nonsensical because this area is already classified as a wetlands area so there would be a **“NET LOSS”** of wetlands.

Fourth, the Town of Strathmore has an opportunity to create something very special, world class, and valuable for current and future generations. The Town of Strathmore could easily embrace the wetlands and create an “Wetlands Educational Interpretive Park” or something like this to educate the public on the value of the wetlands while providing residents with an opportunity to enjoy all of the species of wildlife and plants in the area. Once the wetlands are destroyed, they will be gone forever.

We strongly believe the existing wetlands should be preserved.

Upon review of the Proposed Westcreek Area Structure Plan Amendment Bylaw, we believe there are additional issues that need to be address:

1. The number of units has been increased from approximately 700 in the first Area Structure Plan to over 1,000 in the latest Area Structure Plan. A 40% increase in units! Why? Why do we want higher density housing in this area of Strathmore?
2. Has a traffic study been completed? Turning on to 817 (Wheatland Drive) is often problematic and a long process today. How is the existing infrastructure going to handle the number of vehicles that a 1,000-unit housing development will create?
3. The current proposal shows almost no green space. Is this correct? Is this within the Town of Strathmore green space policies? It appears green space is significantly lacking in the Proposed Westcreek Area Structure Plan.

In conclusion, we believe the Proposed Westcreek Area Structure Plan Amendment Bylaw is flawed and does not serve the best interests of the residents of Strathmore. As we said in

our opening paragraph, we believe that Strathmore has been a great place to live and raise our family. We would like to see it continue to achieve this high standard for many generations to come.

Respectfully,

Daren and Shannon Kennett

Mayor and Council
Town of Strathmore

April 29, 2025

Re: Amendment to the By-law 0822, Westcreek Area
Structure Plan

I am Marianne Pinchbeck and I have been fortunate to
live in Strathmore for 50 years.

Sec. 17, FOIP

Sec. 17, FOIP

Thank you for providing me the
opportunity to express my concerns with this
amendment.

Others will express to you more eloquently than me the
concerns we share for the waterways. My theme
addresses the impact the proposed amendment has on
the wildlife that use this area.

The back of my house faces north, bordering the
wetlands. I have binoculars at my north-facing window
so I try to follow the changes in the wetlands habitat.

I observe daily the multitude of birds and wild life that
use this wetland some in transit others as home. These
include Canada Geese, seagulls, pelicans, swans, snow
geese, pheasants, crows, magpies, hawks and many
small birds. I have observed constant change. For
example, four years ago the pelicans arrived. Two years
go, two pair of blue heron nested by the small creek

about 30 feet from the property line. I was excited to see them nesting again last year. Last year for the first time, a night heron sat on my fence and watched his mate build the nest close to that small stream. The swans arrive for two or three weeks in the spring and the fall but last year a few snow geese stopped on their migration path as well. Two pair of pheasants roam the field near our fence line all year. In addition to birds, I see deer, coyotes, a badger and hear the music of frogs. There used to be major concerned discussions on the diminishing frog population.

One of the most significant concerns I have is that although there are other sources of open water nearby, those are covered with algae very quickly. The open water in the area being discussed does not get algae so remains unpolluted.

To summarize, these wetlands are nature's preserve for all sorts of wildlife. They constantly change and I think their use is increasing because of the loss of wetlands across the prairies. Major changes in wetland bird populations are very noticeable over the few years that I have lived here.

Please have the wetland area reassessed before continuing with this project.

Thank you for your time and attention.

Sec. 17, FOIP

Tuesday, April-29-25

Submission for:

Proposed WestCreek Area Structure Plan Amendment Bylaw No. 25-07

Submitted by:

Adjacent property owners, Ruth Burne & Alan Kostrosky, # **Sec. 17, FOIP**

Submitted to:

Strathmore Mayor Pat Fule, Councillors Mellissa Langmaid, Debbie Mitzner, Jason Montgomery, Denise Peterson, Richard Wegener, Brent Wiley, and CAO Kevin Scoble.

As residences of the Wheeler Place, we would wish to forward some concerns raised on the proposed amendments put forth by WestCreek Developments, for the planned development on Lot 1, Block A, Plan 941 0061 and 4;25;24;15;NW. After attending the open house on March 27, 2025, the following concerns were noted:

1. Removal / relocation of the existing wetlands.

The developer, is proposing to drain and fill in the present wetland areas, to be used for housing lots, and was unable to give any clear indication on what mitigations measures they proposed to take with replacing or relocating the present wetlands. We feel, that the Town, and council, Is OBLIGATED to follow Policy Number 6605, Strathmore Wetland Conservation Policy, 18 April 2007.

Article 1.1.2.4 ensure no net loss of wetlands by avoiding impacts to wetlands and wetland areas minimizing impacts to wetlands and wetland areas and requiring applicable compensation, and compensating for impacts to wetlands, and wetland areas that cannot be avoided or minimized.

Article 1.1.4.1 no development shall be permitted within 30 metres of the “legal bank” of a permanent and naturally occurring wetland (Class IV-VII: Stewart and Kantrud) or such greater distance determined necessary by a qualified wetland aquatic environment specialist;

Article 1.1.4.2 no development shall be permitted within 6 metres of the “bed and shore” of an intermittent or seasonal wetland (Class II-III: Stewart and Kantrud) or such greater distance determined necessary by a qualified wetland aquatic environment specialist;

The filling of the existing wetlands, are identified in the inventory list in the document, The Town of Strathmore Wetland Conservation Plan, August 7, 2005 Thomas Sadler. This site has identified 3 areas, ST-13, ST-14, ST-15, being classified as Class IV Biologically Significant Wetlands. The total area of these wetlands in the report is 15.97 Acres, in 2005, however the GIS mapping of the areas today appears to show the areas have increased in size today, and with the buffer areas is closer to 20 acres. A new wetland assessment should be completed to account for any growth to the area, and re-access the impact to species of birds, amphibious and aquatic animals affected.

WestCreek Developments alluded to moving the wetlands to their property east of Wheatland Trail / Highway 817, with the idea of enlarging the exiting wetland already present there. This in principle sounds like feasible solution, however in practicality, what measures are in place to insure the “no net Loss” of the wetlands is adhered to. An environmental impact study should be conducted before any plan is put in place.

As Mayor and Council, we feel it would make more sense that you direct your administration and WestCreek Developments to modify their plans for the area, to preserve the existing wetland, making it part of the “Green Space” or “Public Park Space” for this development. This will help achieve the following:

- Give the development the needed “Public / Green Space” which seems to be lacking in their plans. We don’t know what the town’s requirements for parks on a development of this size.
- Storm Water / Flood control. The wetland in question already receives storm water overflow from Strathmore Lake, via the new outlet pipe installed in 2022. It also receives storm water from Westmount via Willow Drive. Recent rain events in August 2024 already shows the inability of the existing storm sewers on Wheeler St to handle large rain events, which local residents of Wheeler Street and Wheeler Place having to brave the elements to clear the two drains with rakes and shovels, to prevent water back up in area homes. With the new development proposed, this storm water will then be added to the waters feeding the wetland. Has an assessment been completed on the new load this development will have on the storm water system?

2. Housing Density.

WestCreek Developments is asking to reduce lot sizes, to increase the number of available housing units for this development. They have labeled lots as “Direct Control”, which we have not been able to determine what its meaning is. The Town of Strathmore’s Land Use Bylaw No. 14-11 clearly defines the lot size and setbacks for various Zone Provisions. Why would you as Mayor, Council, and administration allow a developer to rewrite the Zone Provisions outlined in your Land Use Bylaw, to suit the housing density they want, as opposed to the density outlined in the bylaw. The Land Use Zone Provisions are there for a reason; mainly assure there is no negative impact neighbours, and existing critical infrastructure like Water, Sewer, Roads, Traffic and impact to surrounding communities. Has a proper traffic study been completed to see what the impact will be the existing roads:

- Strathmore Lake Way. Already congested with street parking, Street garbage pickup, and little to no winter snow clearing practices.
- Wheatland Trail / Highway 817. Only a single lane roadway until Willow Drive.
- Pedestrian traffic, namely to the schools, Westmount, Trinity Christian, and Strathmore High School. No real plan is outlined to accommodate foot traffic and impacts to surrounding communities.

3. Pecuniary Interest

A question of Council is there any Pecuniary or Conflict of Interest of anyone hearing this bylaw and if so are he /she precluding themselves from the hearing of this bylaw?

We would like to conclude, that we are not opposed to the development of this property. We understand the needs for housing in Strathmore and surrounding areas. We are not against a developer taking a risk, and creating a development to fit the vision of Strathmore, as outlined in existing Land Use Bylaws and environmental policy’s. We ask you the Mayor, and councillors, to instruct your administration to assure that all these Bylaws and policy’s are followed, all legislation is adhered to, and assure the developer follows those Bylaws and policy’s, performs the proper environmental studies, engineering studies and provide the proper mitigations in this development.

Thank you,

Ruth Burne
Alan Kostrosky

From: Sec. 17, FOIP
To: [LegServ Admin](#)
Subject: Opposition to Westcreek ASP bylaw 08-22
Date: April 29, 2025 7:31:53 PM

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

Dear Sir/Madam,

I am writing to express my strong opposition to the proposed Westcreek Area Structure Plan including modifications to the area directly behind my home in Westmount. While I understand the need for housing in Strathmore, I believe that this project would have a detrimental impact on our community.

First and foremost, the proposed development is simply too large for our area. The increase in population density would put a strain on our already overburdened infrastructure, leading to increased traffic congestion, noise pollution, and strain on our public services. Additionally, the construction of this project would result in significant environmental damage, destroying natural habitats and putting wildlife at risk. Another major concern is the lack of detail on the elevation of the proposed area and building an artificial storm pond directly beside my home.

Furthermore, the housing being proposed is simply not in keeping with the character of our neighborhood. This development would bring in a large number of people to a quiet and idyllic area. It would also drastically alter the aesthetic of our area, replacing the existing greenery and open spaces with a monolithic housing and noise from the designation of land for emergency services. Sirens and a busy 24x7 operational Fire or Ambulance Depot destroys the tranquil, wildlife-filled area currently occupying the land.

Finally, I am deeply concerned about the impact this development would have on property values in the surrounding area. The loss of open fields full of birds, deer and other wildlife result in a direct negative impact to our enjoyment of our yard and decline in property values, making it difficult for current residents to sell their homes and move elsewhere.

In conclusion, I strongly urge you to reconsider the proposed Westcreek Area Structure Plan. While I recognize the need for affordable housing, I believe that this project is simply not the right fit for our neighborhood. Thank you for your attention to this matter.

Sincerley,

Carolyn McIsaac

Strathmore, AB

Hello,

As a long time resident of the area backing on to the proposed West Creek development area, I have a few concerns about the project.

The stormwater drainage for this area is currently funnelled into a large natural wetland. This not only provides a home to many migratory bird species but also frogs, bugs, deer and an abundance of natural grassland. Cows also graze here in the summer months. Will there be any natural landscape preserved as part of this development?

After any significant rainfall/thunderstorm, this area fills up very quickly with water and experiences overland flooding. The proposed Public Utility Lot on the SE corner of the proposed development seems small given the large area of land that it would be servicing. Is there a plan to drain this stormwater somewhere else? How will that be achieved?

My last concern is related to the stripping and grading of the land. Because our home backs on to the land in its current form, what will the final elevation be in the area? Can we expect to see homes at the same elevation or will they appear lower in elevation? The eventual grading will also have a large impact on the aforementioned stormwater drainage situation. Flooding is a real concern especially if proper stormwater drainage is not considered.

I do not support the proposed West Creek development until these concerns have been addressed.

Thank you,

Carlee McIsaac

Sec. 17, FOIP

Strathmore, AB

From: Sec. 17, FOIP
To: LegServ Admin
Subject: Submission for Public Hearing of Bylaw 25-07
Date: April 30, 2025 6:18:02 AM

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

Hello,

As a long time resident of the area backing on to the proposed West Creek development area, I have a few concerns about the project.

The stormwater drainage for this area is currently funnelled into a large natural wetland. This not only provides a home to many migratory bird species but also frogs, bugs, deer and an abundance of natural grassland. Cows also graze here in the summer months. Will there be any natural landscape preserved as part of this development?

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My last concern is related to the stripping and grading of the land. Because our home backs on to the land in its current form, what will the final elevation be in the area? Can we expect to see homes at the same elevation or will they appear lower in elevation? The eventual grading will also have a large impact on the aforementioned stormwater drainage situation. Flooding is a real concern especially if proper stormwater drainage is not considered.

I do not support the proposed West Creek development until these concerns have been addressed.

Thank you,

Chris McIsaac

Sec. 17, FOIP
Strathmore, AB



Virus-free. www.avg.com

APRIL 29, 2025

TO: MAYOR FULE AND COUNCIL MEMBERS,

I am writing to express concern and make suggestions related to the Proposed WestCreek Area Structure Development Plan Amendment. Thank you for taking the time to consider my input.

My concerns:

- Complete removal of wetlands from the West Side. This wetland is a natural habitat for a variety of wildlife (birds, amphibians, etc). This wetland also acts as a stabilizer for watershed coming from the surrounding areas. Once removed, the wetland would be gone forever, and with it the benefits that it provides. As per Town Policy #6605 (April 18, 2007) – Strathmore Wetland Conservation Policy – “the Town will ensure no net loss of wetlands by avoiding impacts to wetlands . . .” This does not appear to be the case for the West Side development.
- Lack of parks and green spaces in the plan. With an estimated number of new residences near 1000 for this area, there are very limited parks and green spaces. This, combined with the higher density housing proposed, will have children playing in the streets, along with the lines of parked cars. This increases the risk to safety and will put additional pressure on the neighbouring communities where parks exist. The assumption that the planned/required green space can be moved across highway 17 does not make sense. This is already a busy road and will become much busier once the area is developed. This will not be a safe road for young children to cross. Every neighbourhood should have its own safe outdoor place for families to gather, and kids to run freely.
- Increase in density from 6.5 units per acre, up to 7.5 units per acre on the West Side. This would result in a respective increase in traffic (automobile and foot), both during the years of construction and in the years that follow. This combined with the lack of available green space creates a very congested neighborhood.

My ask to the council:

- Review and adapt the development plans to incorporate existing wetlands on the West Side. This could be a showpiece for the new community, while benefiting the environment (and species in that



environment). It could also aid in the watershed plan for the surrounding areas and allow the Town to adhere to its own policy.

- Increase the parks/green space in the overall development plan of the West Side, to provide safe areas for families to gather. This could be incorporated with the wetland area but should also be spread across the entire development. This community will one day be full of families. We should ensure that they have safe spaces to gather and enjoy within their community.
- Limit the density of development to 6.5 units per acre. This to ensure a sustainable neighbourhood. The introduction of additional green spaces would align with this overall density plan.

I understand and support the town's need for development and growth. This should happen with proper consideration of the environment. The development should also consider the needs of Strathmore residents, in this new neighbourhood, and surrounding the neighbourhoods.

Thank you for your consideration.

Regards,

Sec. 17, FOIP

TROY REDERBURG

RESIDENT OF STRATHMORE SINCE 2003



April 30, 2025

Glen Ferguson
Senior Planner, Development Services
Town of Strathmore
680 Westchester Road
Strathmore, AB T1P 1J1

Dear Mr. Ferguson,

Re: Response to Proposed Amendment to the West Creek Area Structure Plan

Thank you for the opportunity to review the proposed amendment to the West Creek Area Structure Plan, which includes the development of emergency services infrastructure and a storm pond. Christ The Redeemer Catholic Schools appreciates being included in this important stage of planning for the continued growth and safety of the Strathmore community.

We have no concerns in principle with the proposed amendment as presented. However, as the Town of Strathmore continues to expand, we wish to express our growing concern regarding the lack of concrete plans to designate future school sites within new residential developments. As the designated Catholic school division serving Strathmore and Wheatland County, we are committed to supporting the educational needs of this vibrant and growing community.

We would welcome the opportunity to present our division's projected needs to Strathmore Town Council and to engage directly with the developers of the West Creek area. Ensuring appropriate planning for future schools will be essential to meeting the long-term needs of Strathmore families and maintaining high-quality, accessible Catholic education in the area.

Thank you again for your consideration. We look forward to further collaboration with the Town of Strathmore and local developers to support thoughtful, forward-looking community development.

Sincerely,



Dr. Andrea Holowka
Superintendent of Schools
Christ The Redeemer Catholic Schools

cc: Andrea Keenan, Board Chair
cc: Harry Salm, Trustee for Strathmore and Wheatland County



Request for Decision

To: Council

Staff Contact: Kate Bakun, Planner

Date Prepared: April 29, 2025

Meeting Date: May 7, 2025

SUBJECT: **Proposed WestCreek Area Structure Plan Amendment Bylaw No. 25-07**

RECOMMENDATION: THAT Council give Second Reading to Bylaw No. 25-07, being a Bylaw to amend the Land Use Bylaw No. 14-11.

THAT Council give Third Reading to Bylaw No. 25-07, being a Bylaw to amend the Land Use Bylaw No. 14-11.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

N/A

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

Pending the outcome of the Public Hearing, this bylaw is ready for second and third reading.

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may choose to give Second and/or Third Reading.

2. Council may take no further action.

ATTACHMENTS:

[Attachment I: Bylaw No. 25-07 WestCreek ASP Amendment](#)

Chuck Procter, Manager of Development Services

Approved
- 30 Apr
2025

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

Approved
- 01 May
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 01 May
2025

Veronica Anderson, Legislative Services Officer

Approved
- 01 May
2025

Johnathan Stratthdee, Manager of Legislative Services

Approved
- 01 May
2025

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

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

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

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

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

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

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

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

and replacing it with the following table:

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

Land Use	Hectares (+/-)	Acres (+/-)	% of ASP Area
<i>Low Density Residential (R1/R1S/R2)</i>	<i>± 30.08 ha</i>	<i>± 74.33 ac</i>	<i>38.5 %</i>
<i>Medium Density Residential</i>	<i>± 1.39 ha</i>	<i>± 3.43 ac</i>	<i>1.78 %</i>
<i>Park/Open Space (West lands)</i>	<i>± 2.57 ha</i>	<i>± 6.35 ac</i>	<i>3.29 %</i>
<i>Emergency Services (West Lands)</i>	<i>± 1.16 ha</i>	<i>± 2.87 ac</i>	<i>1.48 %</i>
<i>Public Utility Lot (Storm Pond West Lands)</i>	<i>± 1.85 ha</i>	<i>± 4.57 ac</i>	<i>2.37 %</i>
<i>Urban Reserve (East Lands)</i>	<i>± 26.62 ha</i>	<i>± 65.78 ac</i>	<i>34.12 %</i>
<i>Roadways</i>	<i>± 14.43 ha</i>	<i>± 35.66 ac</i>	<i>18.46 %</i>

Total Ownership Area	± 78.10 ha	± 192.99 ac	100	”
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- 1.1.1. Deleting: “Map 7 FUTURE LAND USE CONCEPT” and replacing it with “*Map 7. Future Land Use Concept*”, as shown in Schedule 'A'.
- 1.1.2. Deleting from Section 6.1.1 Purpose the following sentence: “The Residential Area comprises the majority of lands within the West Lands, identified as R-1, R-2 and R-2X on Map 7.” and replacing it with “*The Residential Area comprises the majority of lands within the West lands, identified as Low Density Residential (Zone Designation to be Added) and Medium Density Residential (Zone Designation to be Added) on Map 7.*”
- 1.1.3. Deleting from Section 6.1.1. Purpose.subsection (3) Density and Population of Residential Area the following sentences: “(a) In order to support the efficient provision of infrastructure, amenities and services and to use the land resource more efficiently, a residential density of approximately 6.5 units per acre should be achieved in the ASP area. This amounts to approximately 1002 dwelling units with a corresponding population of approximately 3,000, based on 3.0 persons per unit.” and replacing it with “*(a) In order to support the efficient provision of infrastructure, amenities and services and to use the land resource more efficiently, a residential density range of approximately 2.43 - 3.04 units per hectare (6.0 - 7.5 units per acre) shall be achieved in the ASP area. This amounts to approximately 925 – 1156 dwelling units with a corresponding population of approximately 2,775 – 3,468, based on 3.0 persons per unit.*”
- 1.1.4. Deleting from Section 6.1.1. Purpose, Subsection (3) Density and Population of Residential Area following table:

“Density Summary

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

and replacing it with:

“Density Summary

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

”

- 1.1.5. Adding to Section 6.1.1. Purpose, Subsection (3) Density and Population of Residential Area the following footnote to the Density Summary table: “¹*These numbers are preliminary and may be subject to change.*”
- 1.1.6. Deleting from Section 6.2.2 Policies , Subsection (4) Land Use Redesignation of Future Development Area following sentences: “(a) Upon reduction of the setback, lands within the wellhead setback area shall be designated as Single Detached Residential (R-1) and Mixed Housing (R-2), to conform with the zoning of lands surrounding the wellhead setback area, as illustrated in Map 7, Future Land Use Concept.” and replacing it with “*The redesignation of land within the WestCreek ASP shall be composed of Low Density Residential (XX), and Medium Density Residential (XX), Municipal Reserve (MR?), Public Utility Lot (PUL?), Emergency Services (XX) and Urban Reserve (UR) in accordance with the Future Land Use Concept, Map 7.*”
- 1.1.7. Deleting from Section 6.3.1 Purpose the following note under the Municipal Reserve Analysis table: “(2) Includes 6.15 acres of MR on West Lands and 6.72 acres of MR on East Lands” and replacing it with “*(2) Includes up to 6.35 acres of MR on West Lands and 6.7 acres of MR on East Lands*”
- 1.1.8. Deleting: “Map 8. RESERVE DEDICATION” and adding “*Map 8. Reserve Dedication*”, as shown in Schedule 'A'.
- 1.1.9. Deleting: “Map 9. TRANSPORTATION” and adding “*Map 9. Transportation*”, as shown in Schedule 'A'.
- 1.2.1. Deleting: “Map 10. WATER SYSTEM” and adding “*Map 10. Water System*”, as shown in Schedule 'A'.
- 1.2.2. Deleting: “Map 11 SANITARY SEWERS” and adding “*Map 11. Sanitary Sewers*”, as shown in Schedule 'A'.
- 1.2.3. Deleting: “Map 12 STORM SEWER SYSTEM” and adding “*Map 12. Storm Sewer System*”, as shown in Schedule 'A'.

1.2.4. Deleting: "Map 13 PHASING PLAN" and adding "Map 13. Phasing Plan", as shown in Schedule 'A'.

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

READ A FIRST TIME this ____ day of _____, 2025

PUBLIC HEARING HELD this ____ day of _____, 2025

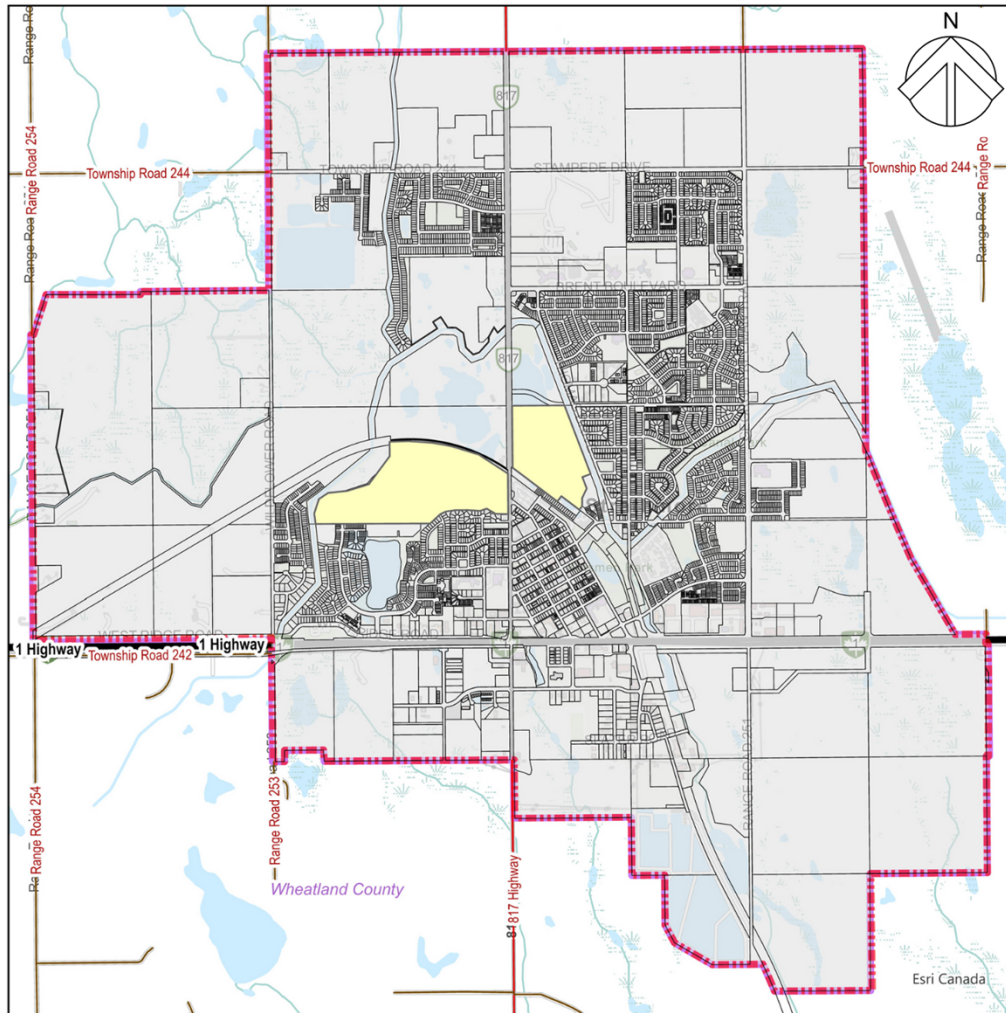
READ A SECOND TIME this ____ day of _____, 2025

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

MAYOR

CHIEF ADMINISTRATIVE OFFICER

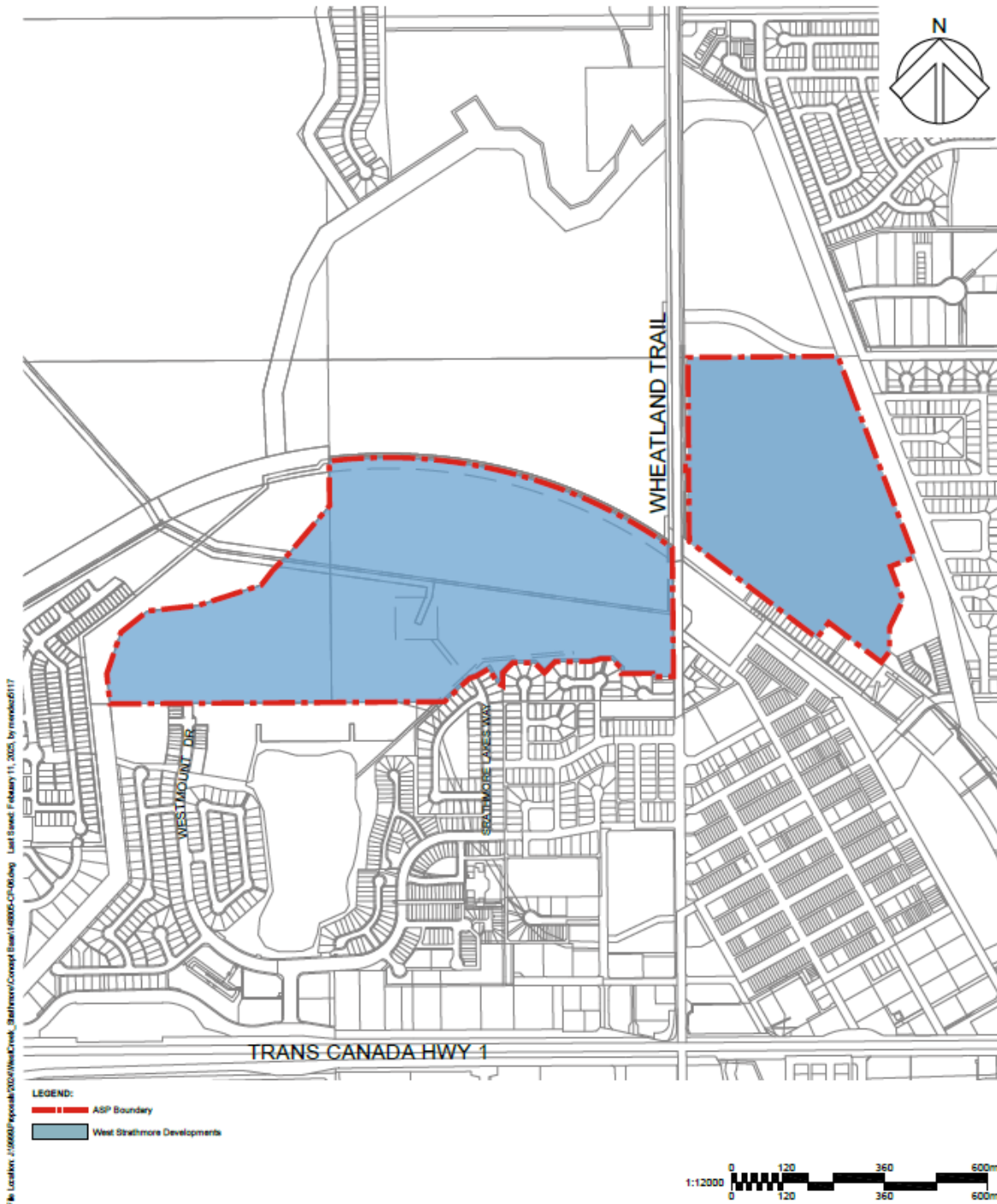
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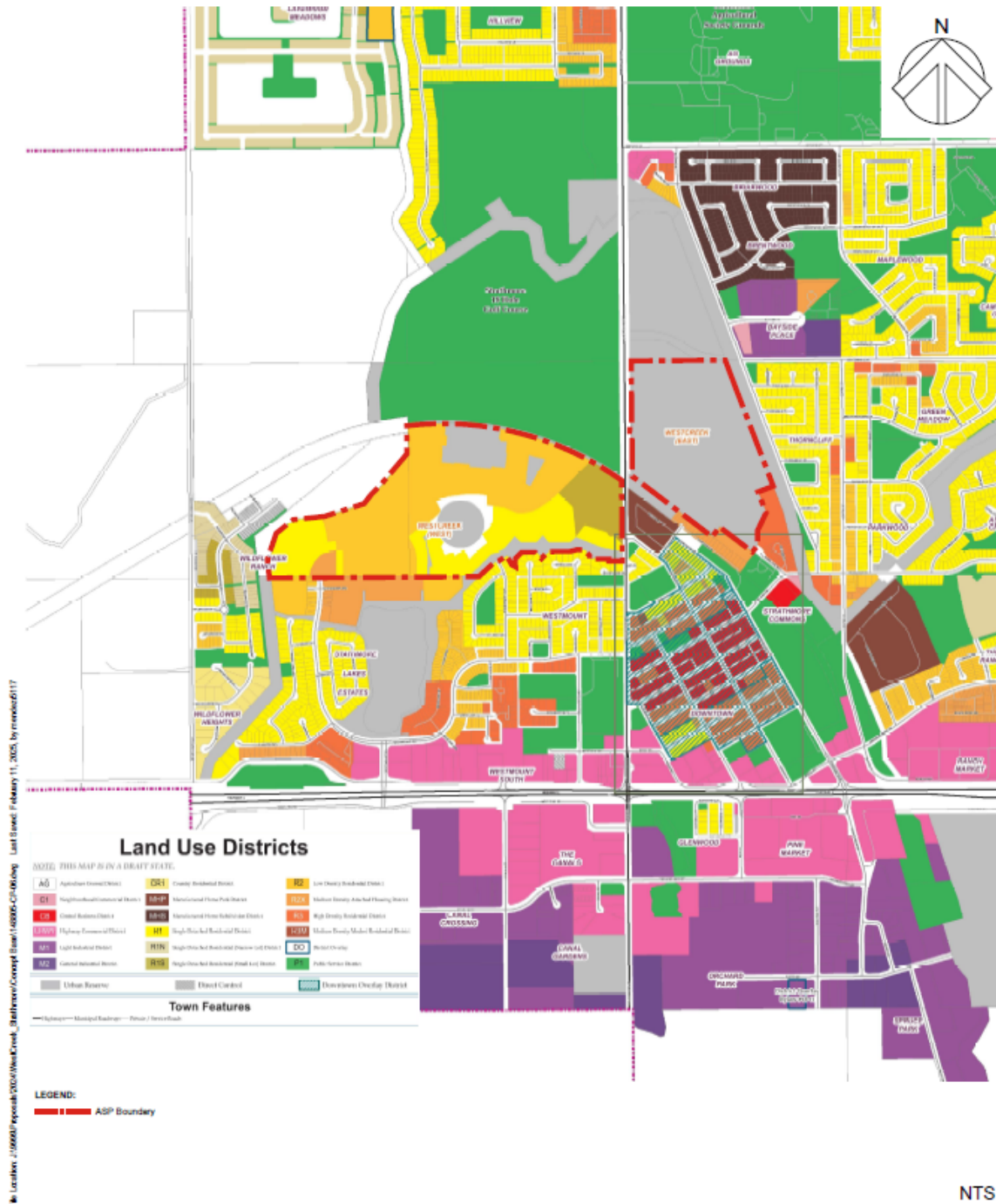


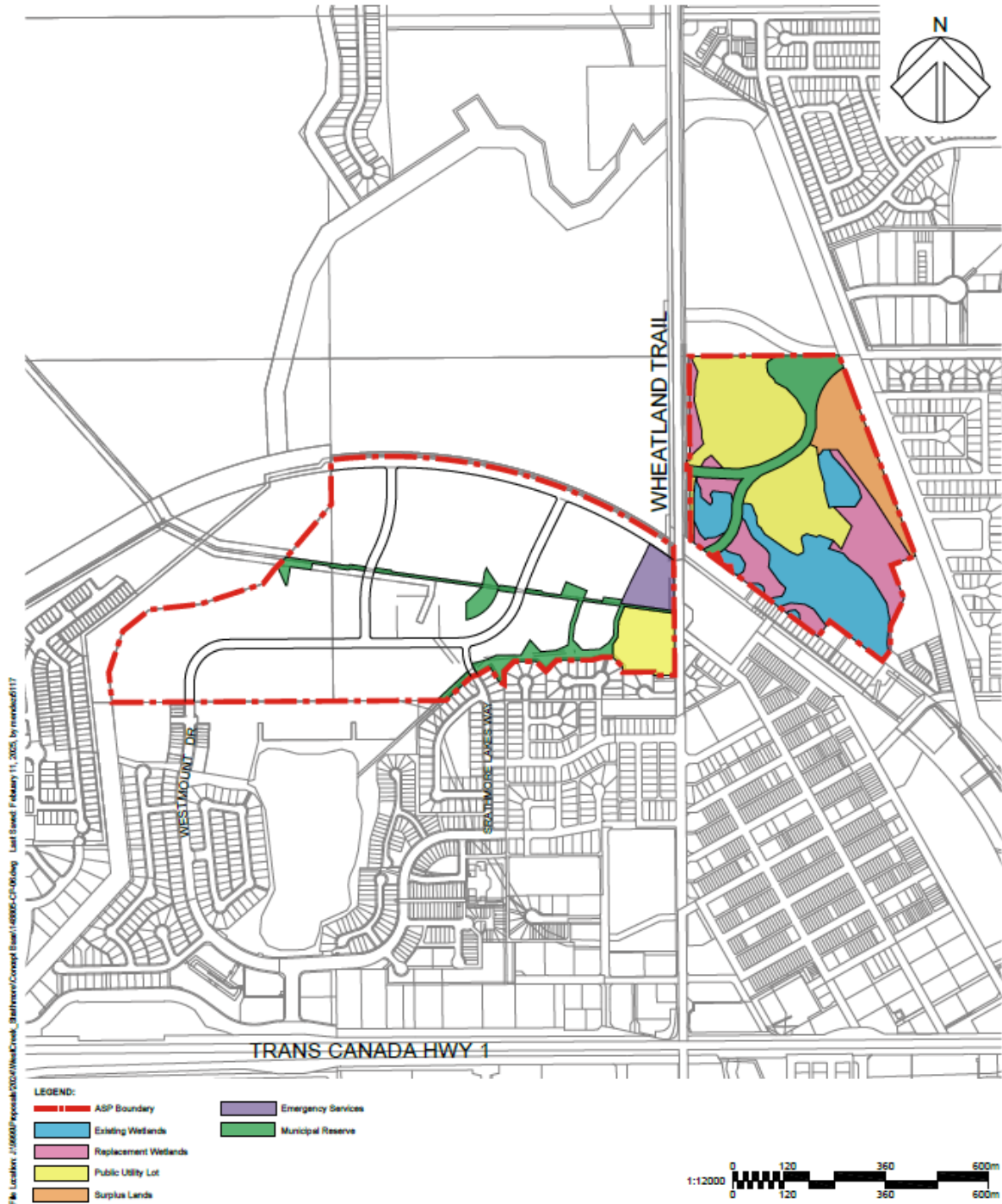
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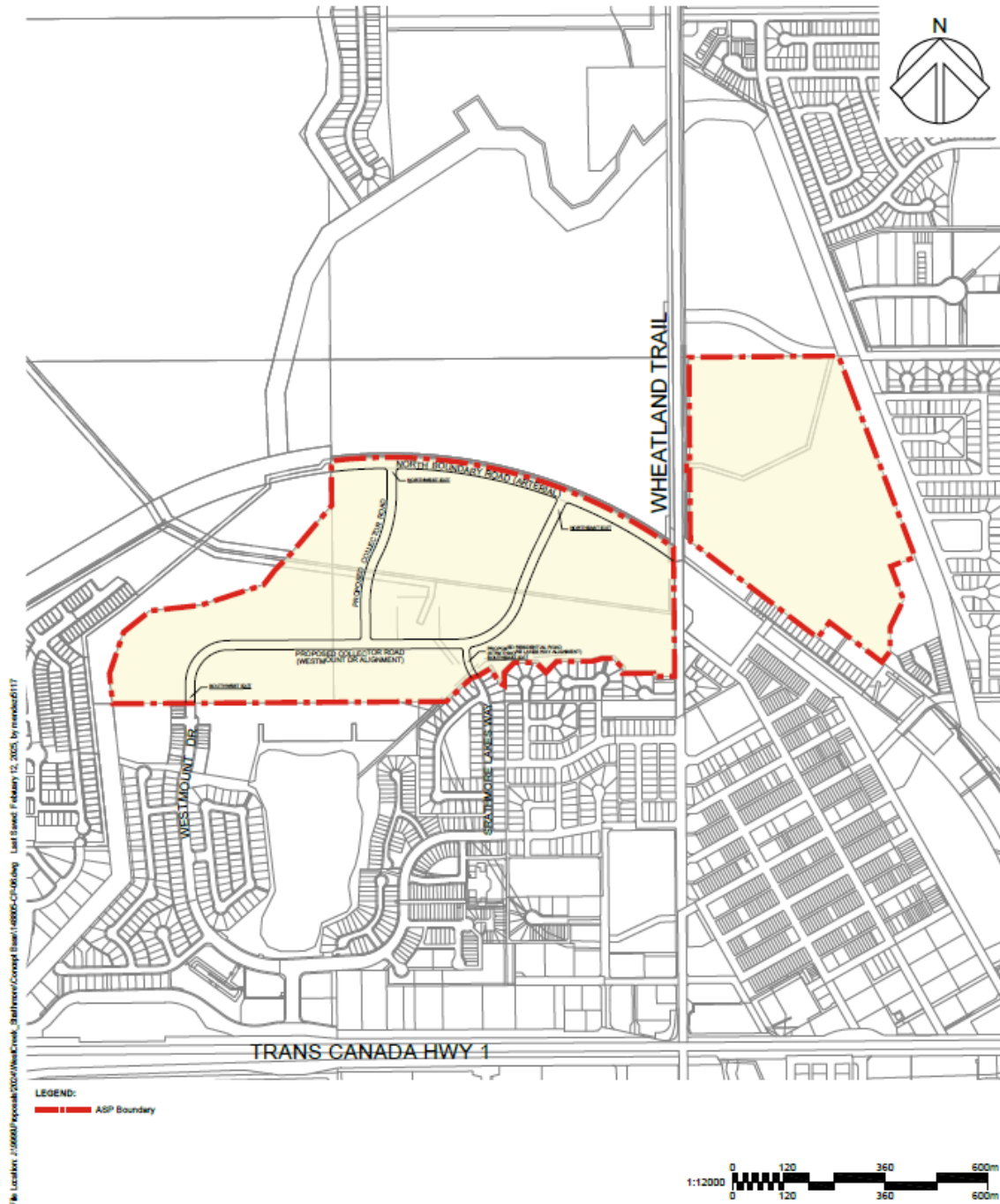
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- Town Boundary

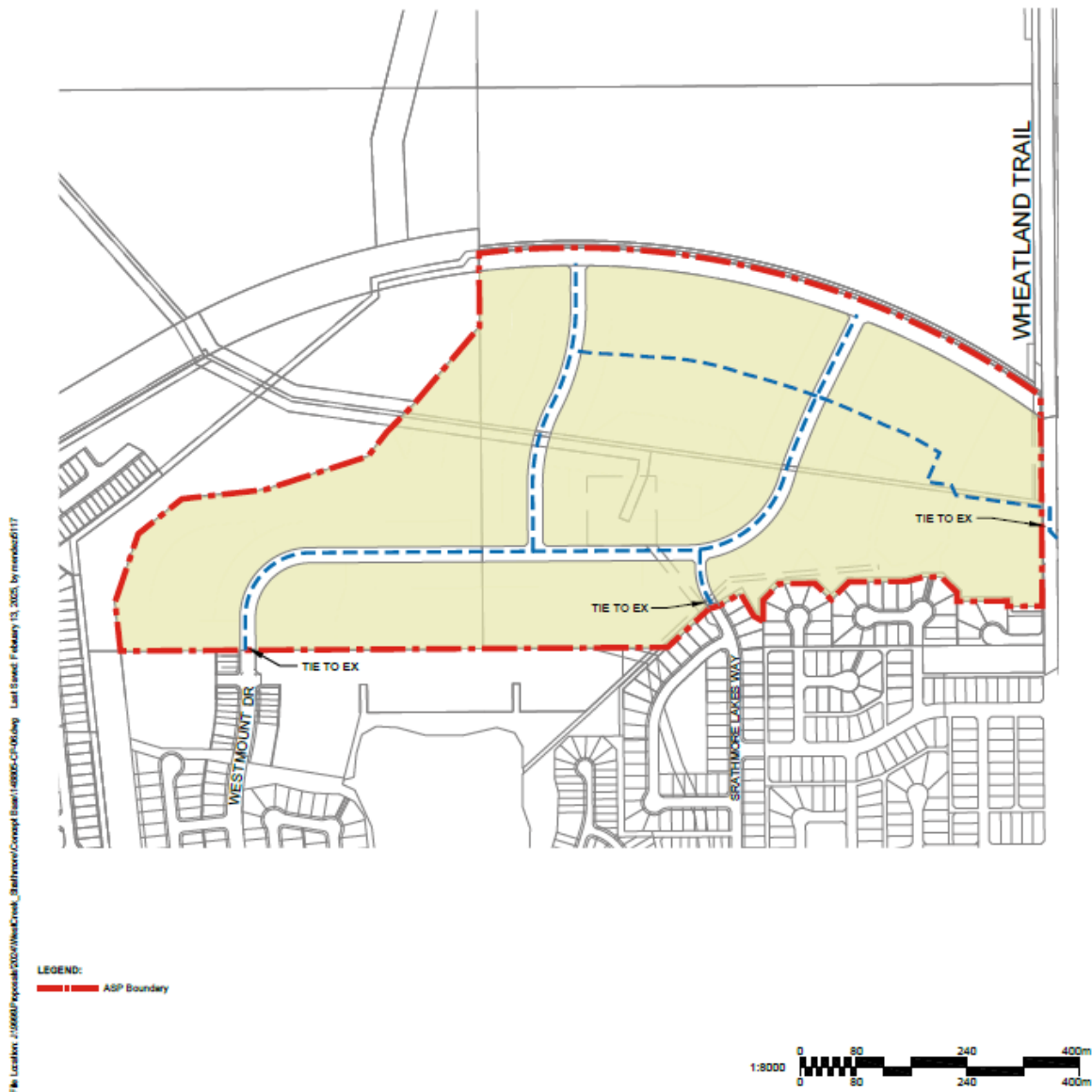
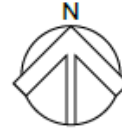


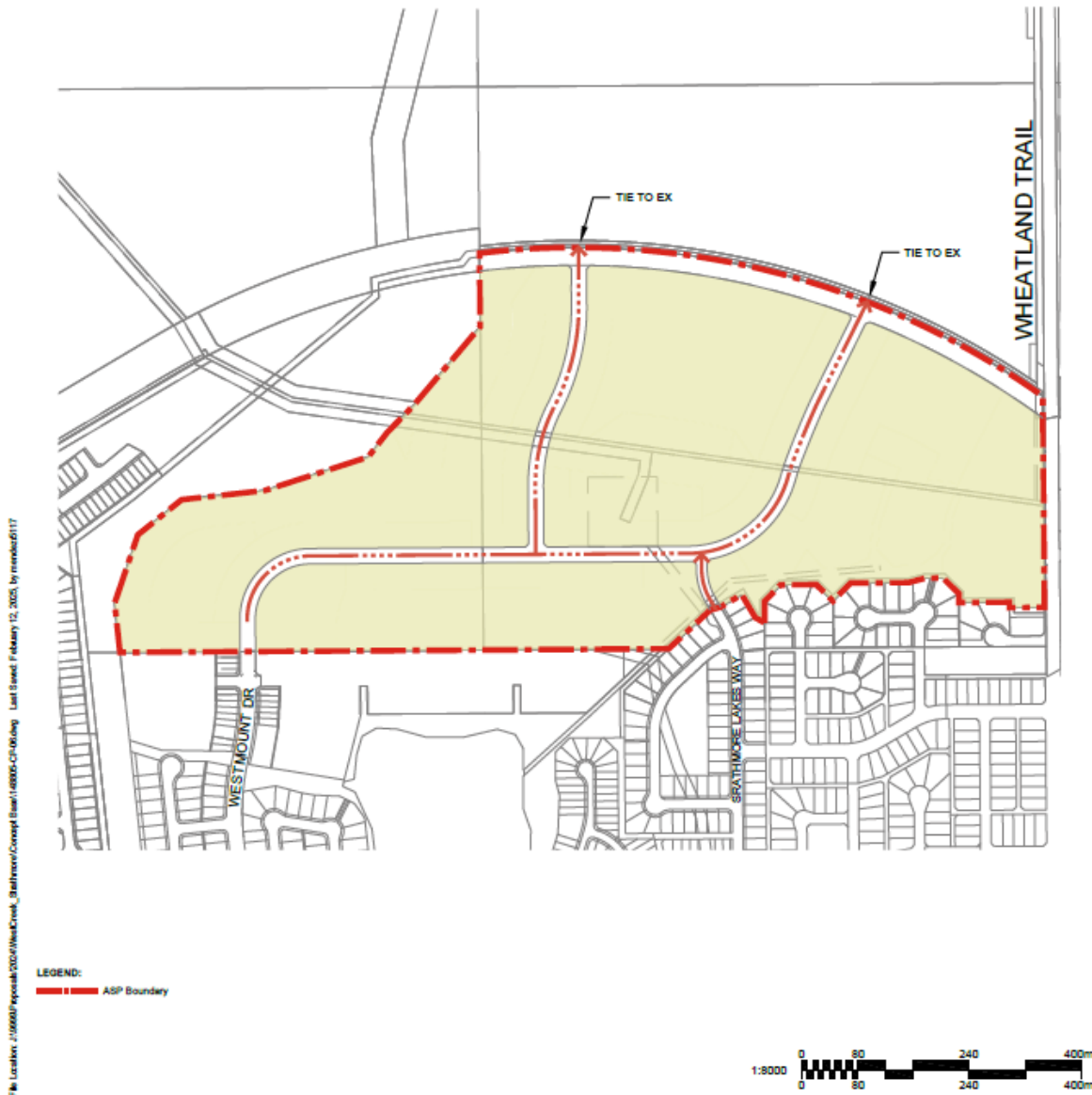
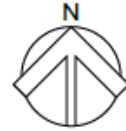


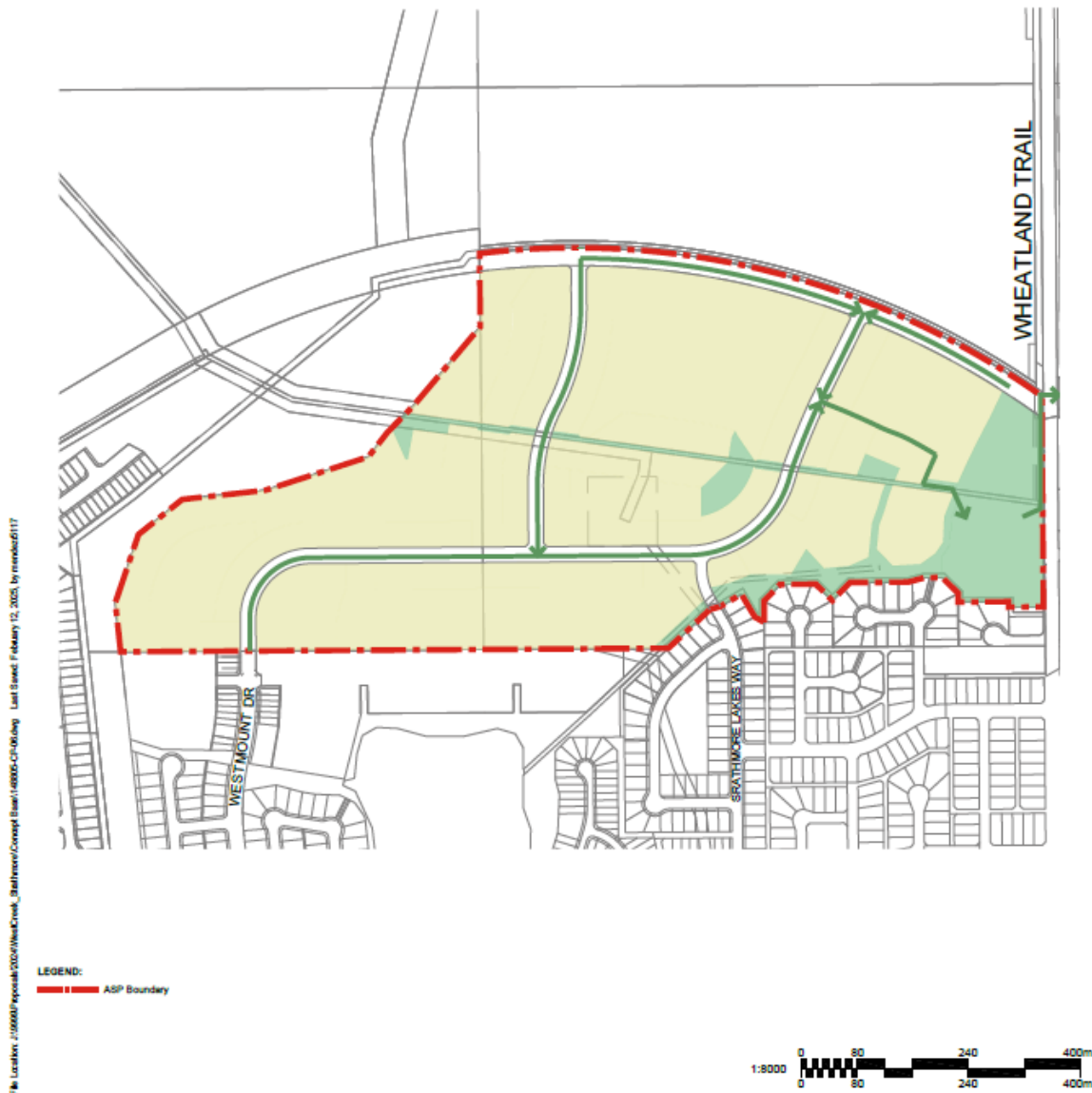
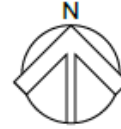


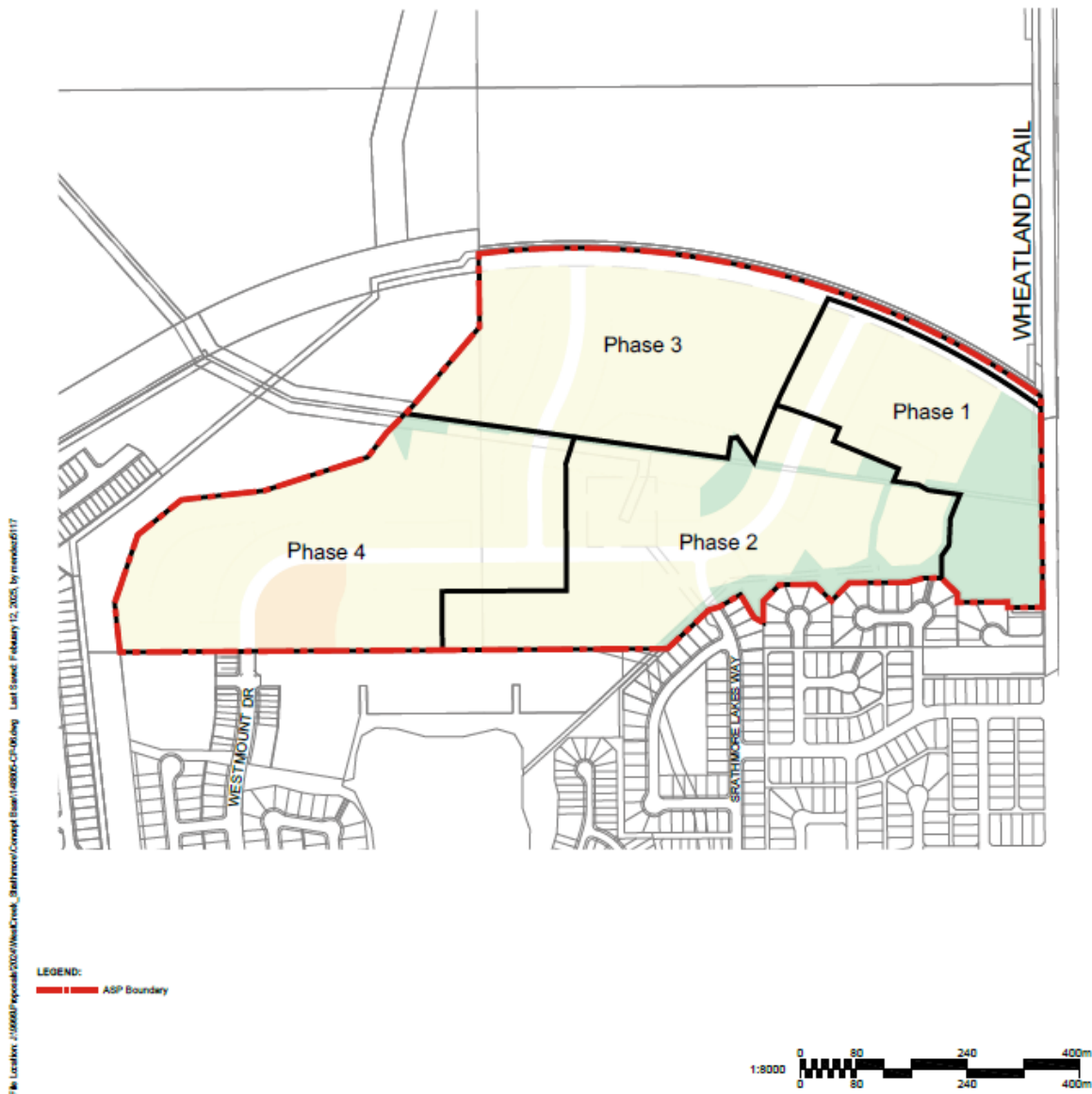
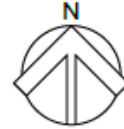














Report for Council

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: April 8, 2025

Meeting Date: May 7, 2025

SUBJECT: Delegation - Foothills Advocacy In Motion Society (FAIM)

RECOMMENDATION: Information for Council.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

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

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Gerry McCallum, Executive Director of the Foothills Advocacy In Motion Society, has requested to speak to Council to present details of what FAIM is, and their impact on the community.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

FAIM is a not-for-profit agency that supports adults with developmental disabilities in Strathmore and Wheatland County.

Due to growth, they are in the process of moving to a larger location within Strathmore, with their new building anticipated to open in May 2025. The organization has received several inquiries from the community since putting a sign up on their new, more visible, highway location, and they would like an opportunity to share their story and purpose with Council.

The group is reaching out to FCSS separately for funding, no financial request is being made to Council at this time.

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: FAIM Delegation Request Form Redacted](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 10 Apr
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 10 Apr
2025

Mark Pretzlaff, Director of Community and Protective Services

Approved
- 14 Apr
2025

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

Approved
- 16 Apr
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 01 May
2025

Veronica Anderson

From: noreply@esolutionsgroup.ca
Sent: February 28, 2025 11:52 AM
To: LegServ Admin
Subject: FAIM Delegation Request Form

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

Hello,

Please note the following response to Delegation Request Form has been submitted at Friday February 28th 2025 11:47 AM with reference number 2025-02-28-001.

- **Applicants Name**
Gerry McCallum Executive Director
- **Organization Name (If Applicable)**
Foothills Advocacy In Motion Society
- **Meeting date requested (day/month/year)**
16/4/2025
- **Applicant's phone number**
FOIP Sec. 17(1)
- **Applicant's email address**
FOIP Sec. 17(1)
- **Applicant's Address**
1016 Westridge Road Strathmore
- **Please list the name and title of the individuals that will be presenting to Council in the space provided.**
Gerry McCallum Executive Director
Andi Gawin Director of Client Services
- **Please select the purpose of your presentation.**
Information Only, Request for Funding
- **Please provide a brief summary regarding your delegation in the space provided.**
Our company (FAIM) is a not-for-profit agency that supports adults with developmental disabilities in Strathmore and Wheatland County. FAIM stands for the Foothills Advocacy In Motion Society. We also have branches of operations in High River, Okotoks and Airdrie. FAIM has been in existence since 1980 and we

have been operating in Strathmore since 2009. Our website is www.faims.org

FAIM is experiencing great demand for our services in Strathmore and area. This is the fastest growing branch of our four communities of operation. To that point, FAIM has recently purchased the building at 1016 Westridge Road (the old Bowling Alley). We are completing a major renovation of this property and hoping to be operating at this location in late spring of 2025. This location will meet FAIM's current space challenges in the near future and down the road for several years to come.

FAIM would like to present to the Strathmore Town Council information about our company as well as inquire as to ways the Town of Strathmore might be able to partner with FAIM in this endeavor ie: (access to renovation or accessibility grants, other)?

- **The Town has a computer and screen available for presentations. If you require specific technical requirements for your presentation please specify them in the space provided.**

We have a 3 to 4 minute video that we would like to present

- **Is/has this matter gone before an appeal board?**

No

- **The Town of Strathmore endeavours to provide equal opportunities to individuals and groups to appear before Council as a delegation. As a result, please indicate if you have you spoken on this topic before.**

No

[This is an automated email notification -- please do not respond]



Report for Council

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: April 28, 2025

Meeting Date: May 7, 2025

SUBJECT: Delegation - Wheatland and Area Hospice Society

RECOMMENDATION: Information for Council.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

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

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Dr. Joni McNeely, Chair, Wheatland & Area Hospice Society and Ms. Randi Collins, Director, Wheatland & Area Hospice have requested to speak to Council.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

Information will be provided regarding upcoming hospice project.

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Delegation Request - Wheatland and Area Hospice Society Redacted](#)

Johnathan Strathdee, Manager of Legislative Services

Approved
- 30 Apr
2025

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

Approved
- 30 Apr
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 01 May
2025

Veronica Anderson

From: noreply@esolutionsgroup.ca
Sent: April 29, 2025 8:07 AM
To: LegServ Admin
Subject: New Response Completed for Delegation Request Form

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

Hello,

Please note the following response to Delegation Request Form has been submitted at Tuesday April 29th 2025 8:04 AM with reference number 2025-04-29-001.

- **Applicants Name**
Joni McNeely
- **Organization Name (If Applicable)**
Wheatland & Area Hospice Society
- **Meeting date requested (day/month/year)**
7/5/2025
- **Applicant's phone number**
FOIP Sec. 17(1)
- **Applicant's email address**
FOIP Sec. 17(1)
- **Applicant's Address**
FOIP Sec. 17(1)
- **Please list the name and title of the individuals that will be presenting to Council in the space provided.**
Dr. Joni McNeely, Chair, Wheatland & Area Hospice Society
Ms. Randi Collins, Director, Wheatland & Area Hospice Society
- **Please select the purpose of your presentation.**
Information Only
- **Please provide a brief summary regarding your delegation in the space provided.**
Information will be provided regarding upcoming hospice project.
- **Is/has this matter gone before an appeal board?**
No

- **The Town of Strathmore endeavours to provide equal opportunities to individuals and groups to appear before Council as a delegation. As a result, please indicate if you have you spoken on this topic before.**
Yes
- **If you have appeared before Council on the same topic within the past six months, your request may not be granted. If yes, please explain the reason for a request to appear before Council again regarding the same topic.**

Information will be provided regarding upcoming hospice project.

[This is an automated email notification -- please do not respond]



Request for Decision

To: Council

Staff Contact: Claudette Thorhaug, Legislative Services Officer

Date Prepared: April 15, 2025

Meeting Date: May 7, 2025

SUBJECT: Regular Council Meeting Minutes - April 16, 2025

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

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the April 16, 2025 Regular Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the April 16, 2025 Regular Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: REGULAR COUNCIL - 16 Apr 2025 - Meeting Minutes](#)

Veronica Anderson, Legislative Services Officer

Approved
- 17 Apr
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 22 Apr
2025



MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Wednesday, April 16, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

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

STAFF PRESENT:

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

1. CALL TO ORDER

Mayor Fule called the April 16, 2025 Regular Council Meeting to order at 6:00 p.m.

2. CONFIRMATION OF AGENDA

Resolution No. 101.04.25

Moved by Councillor Peterson

THAT Council adopt the April 16, 2025 Regular Council Meeting Agenda as amended:

ADDITION:

3.1 Intermunicipal Matters – Advice from legal officials – FOIP S. 24(1)(a) (Creating a new Closed Meeting section on the agenda)

7.6 Capital Budget Amendment – Plow Truck

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

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

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

AGAINST: None.

CARRIED

Resolution No. 102.04.25

Moved by Councillor Peterson

THAT Council amend the agenda to consider Public Hearings following the first Closed Meeting section;

AND THAT Council amend the agenda to consider Bylaws after the Confirmation of Minutes.

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

AGAINST: None.

CARRIED

Resolution No. 103.04.25

Moved by Councillor Peterson

THAT Council amend the agenda to consider 13.3 – Council CAO Dialogue – Advice from officials – FOIP S. 24(1)(b)(i) as item 3.2 on the April 16, 2025 Regular Council Meeting Agenda.

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

AGAINST: None.

CARRIED

3. CLOSED MEETING**Resolution No. 104.04.25**

Moved by Councillor Langmaid

THAT Council move In Camera to discuss items related to sections 24(1)(a), and 23(1)(a), 24(1)(b)(i), and 27(1)(a) of the *Freedom of Information and Protection of Privacy Act* at 6:05 p.m.

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

AGAINST: None.

CARRIED

3.1 Intermunicipal Matters – Advice from legal officials – FOIP S. 24(1)(a)**3.2 Council CAO Dialogue – Advice from officials – FOIP S. 24(1)(b)(i)**

Resolution No. 105.04.25

Moved by Councillor Langmaid

THAT Council move out of Camera at 6:55 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 106.04.25

Moved by Councillor Langmaid

THAT Council adopt the recommendation for Closed Meeting Item 3.1 - Intermunicipal Matters, as presented in the Confidential Administrative Report and as discussed In Camera.

AND THAT the details of the discussion remain confidential pursuant to section 24(1)(a) of the Freedom of Information and Protection of Privacy Act.

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

AGAINST: None.

CARRIED

4. PUBLIC HEARING**4.1 Land Use Bylaw Amending Bylaw No. 24-22 (710 3rd Street, 712 3rd Street, 380 Ridge Road, and Area A Plan 0313207)**

The Public Hearing for Bylaw No. 24-22, being a bylaw to amend Land Use Bylaw No. 14-11 is in session at 7:05 p.m. This public hearing is held pursuant to the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments there to.

Chuck Procter presented the bylaw amendment for Administration.

Jean Gauvin spoke in favor of Bylaw No. 24-22.

No individuals spoke in opposition to Bylaw No. 24-22.

No individuals deemed affected by the bylaw spoke.

No written submissions have been received to date.

Mayor Fule closed the Public Hearing for Bylaw No. 24-22, being a bylaw to amend Land Use Bylaw No. 14-11 at 7:43 p.m.

4.2 Land Use Bylaw Amending Bylaw No. 25-06 (Edgefield Phase 3)

The Public Hearing for Bylaw No. 25-06, being a bylaw to amend Land Use Bylaw No. 14-11 is in session at 7:44 p.m. This public hearing is held pursuant to the *Municipal Government Act*, RSA 2000, Chapter M-26 and amendments there to.

Kate Bakun presented the bylaw amendment for Administration.

Alan Boucher spoke in favor of Bylaw No. 25-06.

Cory Adamson spoke in opposition to Bylaw No. 25-06.

No individuals deemed affected by the bylaw spoke.

There were four letters received (three in opposition and one in favour).

Mayor Fule closed the Public Hearing for Bylaw No. 25-06, being a bylaw to amend Land Use Bylaw No. 14-11 at 8:14 p.m.

5. PUBLIC COMMENTS

None.

6. DELEGATIONS

None.

7. CONSENT AGENDA

Resolution No. 107.04.25

Moved by Councillor Wegener

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

- 8.1 Regular Council Meeting Minutes – April 2, 2025
- 8.2 Special Council Meeting Minutes – April 7, 2025
- 10.3 Strathmore Legion Crosswalk
- 10.4 Accounts Receivable Write-Offs
- 10.5 Budget Amendment – Northern and Regional Economic Development (NRED) Program Grant Funding
- 11.2.1 WADEMSA April 2025 Report to Council
- 12.1 Minister McIver Letter – April 8, 2025 – Re: Bill 50

Resolution No. 108.04.25

Moved by Councillor Montgomery

THAT Council amend the consent agenda to remove item 10.3 – Strathmore Legion Crosswalk.

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

AGAINST: None.

CARRIED

Resolution No. 107.04.25

Moved by Councillor Wegener

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

- 8.1 Regular Council Meeting Minutes – April 2, 2025
- 8.2 Special Council Meeting Minutes – April 7, 2025
- 10.4 Accounts Receivable Write-Offs
- 10.5 Budget Amendment – Northern and Regional Economic Development (NRED) Program Grant Funding
- 11.2.1 WADEMSA April 2025 Report to Council
- 12.1 Minister McIver Letter – April 8, 2025 – Re: Bill 50

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

AGAINST: None.

CARRIED

8. CONFIRMATION OF MINUTES**8.1 Regular Council Meeting Minutes – April 2, 2025**

The following motion was adopted by the consent agenda:

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

8.2 Special Council Meeting Minutes – April 7, 2025

The following motion was adopted by the consent agenda:

THAT Council adopt the April 7, 2025 Special Council Meeting Minutes as presented in Attachment I.

9. **BYLAWS**

9.1 **Proposed Land Use Bylaw Amending Bylaw No. 24-22 (710 3rd Street, 712 3rd Street, 380 Ridge Road, and Area A Plan 0313207) Second Reading Report**

Resolution No. 109.04.25

Moved by Councillor Wiley

THAT Council give Second Reading to Bylaw No. 24-22, being a Bylaw to amend the Land Use Bylaw No. 14-11.

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

AGAINST: None.

CARRIED

Resolution No. 110.04.25

Moved by Councillor Peterson

THAT Council give Third Reading to Bylaw No. 24-22, being a Bylaw to amend the Land Use Bylaw No. 14-11.

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

AGAINST: None.

CARRIED

9.2 Land Use Bylaw Amending Bylaw No. 25-06 (Edgefield Phase 3) Second Reading Report

Resolution No. 111.04.25

Moved by Councillor Wegener

THAT Council give Second Reading to Bylaw No. 25-06, being a Bylaw to amend the Land Use Bylaw No. 14-11.

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

AGAINST: None.

CARRIED

Resolution No. 112.04.25

Moved by Councillor Peterson

THAT Council give Third Reading to Bylaw No. 25-06, being a Bylaw to amend the Land Use Bylaw No. 14-11.

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

AGAINST: None.

CARRIED

Resolution No. 113.04.25

Moved by Councillor Peterson

THAT Council take a four-minute recess at 8:33 p.m.

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

AGAINST: None.

CARRIED

10.0 BUSINESS

10.1 2024 Town of Strathmore Audited Annual Financial Statements

Resolution No. 114.04.25

Moved by Councillor Wegener

THAT Council accept the 2024 Annual Audited Financial Statements as presented in Attachment I.

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

AGAINST: None.

CARRIED

10.2 Thistle Way Sanitary Replacement

Resolution No. 115.04.25

Moved by Councillor Peterson

THAT Council authorize a Capital Budget Amendment in the amount of \$300,000, funded from the Capital Reserve - Wastewater, for the Thistle Way Sanitary Replacement.

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

AGAINST: None.

CARRIED

10.3 Strathmore Legion Crosswalk

Resolution No. 116.04.25

Moved by Councillor Montgomery

THAT Council defer this item until after the policy related to semi-permanent public displays is completed.

FOR: Councillor Montgomery

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

DEFEATED

Resolution No. 117.04.25

Moved by Councillor Peterson

THAT Council direct Administration to provide materials necessary for a road closure and assist the Legion in sourcing necessary materials for their commemorative crosswalk(s).

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

AGAINST: Councillor Montgomery

CARRIED

10.4 Accounts Receivable Write-Offs

The following motion was adopted by the consent agenda:

THAT Council approves accounts receivable amounts in arrears of \$4,734.57 be written off as uncollectible at December 31, 2024.

10.5 Budget Amendment – Northern and Regional Economic Development (NRED) Program Grant Funding

The following motion was adopted by the consent agenda:

THAT Council approves a 2025 Operating Budget Amendment to increase Economic Development Contracted Services expenditures related to Investment Attraction and Marketing in the amount of \$91,000; funded by the Northern and Regional Economic Development (NRED) Grant program.

10.6 Capital Budget Amendment – Plow Truck

Resolution No. 118.04.25

Moved by Councillor Wegener

THAT Council approve the additional amount of \$30,000 to come from the Local Government Fiscal Framework Grant (LGFF) to be put towards the total purchase of a snow removal vehicle for the Operations department.

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

AGAINST: None.

CARRIED

11. COUNCILLOR INFORMATION & INQUIRIES

11.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

None.

11.2. BOARD AND COMMITTEE REPORTS

11.2.1 WADEMSA April 2025 Report to Council

11.3. QUESTION AND ANSWER PERIOD

None.

11.4. ADMINISTRATIVE INQUIRIES

None.

11.5. NOTICES OF MOTION

None.

12. CORRESPONDENCE

12.1 Minister McIver Letter – April 8, 2025 – Re: Bill 50

Resolution No. 119.04.25

Moved by Councillor Langmaid

THAT Council extend the April 16, 2025 Regular Council Meeting until 10:30 p.m.

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

AGAINST: None.

CARRIED

13. CLOSED MEETING

Resolution No. 120.04.25

Moved by Councillor Langmaid

THAT Council move In Camera to discuss items related to sections 24(1)(a), and (19)(1), of the *Freedom of Information and Protection of Privacy Act* at 9:26 p.m.

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

AGAINST: None.

CARRIED

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

13.2 WADEMSA – Advice from officials – FOIP S. 24(1)(a)

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

Resolution No. 121.04.25

Moved by Councillor Langmaid

THAT Council move out of Camera at 10:05 p.m.

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

AGAINST: None.

CARRIED/DEFEATED

Resolution No. 122.04.25

Moved by Councillor Langmaid

THAT Council appoint Virginia Howard to the Community Improvement Program Committee for a two-year term ending, October 31, 2026.

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

AGAINST: None.

CARRIED

Resolution No. 123.04.25

Moved by Councillor Wegener

THAT Council defer item 13.3 - CAO Performance Review – Confidential evaluations – FOIP S. 19(1) to the May 7, 2025 Regular Council Meeting.

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

AGAINST: None.

CARRIED

14. ADJOURNMENT

Mayor Fule adjourned the April 16, 2025 Regular Council Meeting at 10:08 p.m.

Mayor

Director of Strategic, Administrative, and
Financial Services



Request for Decision

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: April 30, 2025

Meeting Date: May 7, 2025

SUBJECT: Special Council Meeting Minutes - April 30, 2025

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

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the April 30, 2025 Special Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the April 30, 2025 Special Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: SPECIAL COUNCIL - 30 Apr 2025 - Minutes](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 01 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 01 May
2025



MINUTES

SPECIAL COUNCIL MEETING

7:00 PM - Wednesday, April 30, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

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

COUNCIL ABSENT:

Councillor Melissa Langmaid

STAFF PRESENT:

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

1. **CALL TO ORDER**

Mayor Fule called the April 30, 2025 Special Council Meeting to order at 7:00 p.m.

2. **CONFIRMATION OF AGENDA**

Resolution No. 124.04.25

Moved by Councillor Peterson

THAT Council adopt the April 30, 2025 Special Council Meeting Agenda as presented.

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

AGAINST: None.

CARRIED

3. **PUBLIC COMMENTS**

None.

4. CONSENT AGENDA

Resolution No. 125.04.25

Moved by Councillor Peterson

THAT Council adopt the recommendations of the following agenda report:

5.1 Capital Water Use Calculation Study

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

AGAINST: None.

CARRIED

5. BUSINESS

5.1. Capital Water Use Calculation Study

The following motion was adopted by the consent agenda:

THAT Council authorize the CAO to sign the Letter of Commitment, as presented in Attachment II, which confirms the Town of Strathmore's support and participation in WaterSMART Solutions' RFP submission to the Water Research Foundation entitled *Per Capita Water Use Calculation Project*.

6. BYLAWS

6.1. Council Procedure Bylaw Amending Bylaw No. 25-15

Resolution No. 126.04.25

Moved by Councillor Wegener

THAT Council give First Reading to Bylaw 25-15, being the Council Procedure Bylaw Amending Bylaw.

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

AGAINST: None.

CARRIED

Resolution No. 127.04.25

Moved by Councillor Wiley

THAT Council give Second Reading to Bylaw 25-15, being the Council Procedure Bylaw Amending Bylaw.

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

AGAINST: None.

CARRIED

Resolution No. 128.04.25

Moved by Councillor Wegener

THAT Council give unanimous consent to give Third and Final Reading to Bylaw 25-15, being the Council Procedure Bylaw Amending Bylaw.

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

AGAINST: None.

CARRIED

Resolution No. 129.04.25

Moved by Councillor Wiley

THAT Council give Third Reading to Bylaw 25-15, being the Council Procedure Bylaw Amending Bylaw.

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

AGAINST: None.

CARRIED

7. CLOSED MEETING

Resolution No. 130.04.25

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 7:06 p.m.

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

AGAINST: None.

CARRIED

7.1. Mutual Aid Agreement – Advice from officials – FOIP S. 24(1)(a)

7.2. Intermunicipal Matters – Advice from officials – FOIP S. 24(1)(a)

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

Resolution No. 131.04.25

Moved by Councillor Wegener

THAT Council move out of Camera at 7:52 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 132.04.25

Moved by Councillor Wegener

THAT Council adopt the recommendation for Closed Meeting Item 7.1 - Mutual Aid Agreement, as presented in the Confidential Administrative Report and as discussed In Camera.

AND THAT the details of the discussion remain confidential pursuant to section 24(1)(a) of the Freedom of Information and Protection of Privacy Act until authorized by the Government of Alberta.

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

AGAINST: None.

CARRIED

Resolution No. 133.04.25

Moved by Councillor Peterson

THAT Council rescind Resolution No. 106.04.25 passed on April 16, 2025.

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

AGAINST: None.

CARRIED

Resolution No. 134.04.25

Moved by Councillor Wegener

THAT Council adopt the recommendation for Closed Meeting Item 7.2 - Intermunicipal Matters, as presented in the Confidential Administrative Report and as discussed In Camera.

AND THAT the details of the discussion remain confidential pursuant to section 24(1)(a) of the Freedom of Information and Protection of Privacy Act.

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

AGAINST: None.

CARRIED

8. **ADJOURNMENT**

Mayor Fule adjourned the April 30, 2025 Special Council Meeting at 7:56 p.m.

Mayor

Director of Strategic, Administrative,
and Financial Services



Request for Decision

To: Council

Staff Contact: Leana Ashbacher, Senior Manager of Financial Services

Date Prepared: March 23, 2025

Meeting Date: May 7, 2025

SUBJECT: 2025 Property Tax Rate Bylaw No. 25-11

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

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

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

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

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The Property Tax Rate Bylaw is developed through the direction of the 2025 Operating Budget, which builds on Council's financial strategy of stable tax increases, reduction of the Town's debt, and building financial reserves. The Town's taxes help fund the balance of Council's strategic priorities as well.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The Property Tax Rate Bylaw generates municipal revenue that supports programs and services that contribute to economic sustainability.

SOCIAL SUSTAINABILITY:

The Property Tax Rate Bylaw generates municipal revenue that supports programs and services that contribute to social sustainability.

ENVIRONMENTAL SUSTAINABILITY:

The Property Tax Rate Bylaw generates municipal revenue that supports programs and services that contribute to environmental sustainability.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The Property Tax Rate Bylaw is guided by the Town's 2025 Operating and Capital Budgets.

The Town received a higher than expected Education Requisition from the Province of Alberta, representing a 21% increase in Education Tax Requisition passed on to residents and businesses compared to 2024.

ORGANIZATIONAL:

The organizational implications are related to the development of this report and the bylaw.

OPERATIONAL:

If the Property Tax Bylaw is not passed, Administration will be unable to levy and collect property taxes.

FINANCIAL:

The Property Tax Rate Bylaw impacts the Town's capital projects and the operational programs and services provided to residents and businesses. Raising too little tax revenue could impact the programs and services provided to the community or delay capital infrastructure investment and renewal. Collecting too much property tax could place a financial burden on residents and businesses and curb investment in the community. Finding a balance point for current and future tax revenue is important for the entire community.

POLICY:

The *Municipal Government Act* requires each municipality to levy property taxes annually to raise the revenue that is needed for municipal expenditures and for the annual non-municipal requisitions (education, seniors housing and designated industrial properties).

IMPLEMENTATION:

Once the Property Tax Rate Bylaw is passed by Council, Administration will prepare the 2024 property tax bills. These bills will be mailed to property owners during the last week of May with a due date of June 30, 2025. Any delay in the passing of the Property Tax Rate Bylaw beyond the May 7 Regular Council Meeting could push the mailing date and the property tax due date beyond the dates referenced above without calling a Special Meeting of Council.

BACKGROUND:

Council passed the 2025 Operating and Capital Budgets on December 4, 2024. At the time, the annual property tax increase was forecast to be 3.62 percent for both residential and non-residential (commercial) property.

The senior's housing requisition received from the Wheatland Housing Management Board ended up being a decrease of 15.2% over the 2024 requisition. The 2025 senior's housing requisition (deficit from 2024) of \$153,889 is \$97,111 below the budget estimate of \$251,000. The Town also over-levied the 2024 Wheatland Housing Management Board request, due to a refund of a capital contribution in 2024. Administration recommends applying this \$99,300 over-levy to reduce the 2025 tax burden on residents.

The 2025 education requisition received from the Provincial Government in March ended up being a 21.0% percent increase or \$7.252 million. This significant increase was a surprise to most municipalities in Alberta this year. The amount of education requisition is \$1,000,000 above the estimate of \$6.252 million used in the 2025 operating budget.

The overall average increase (residential and non-residential combined) is a 8.0% tax increase from 2024 to 2025.

Forecasted Budget Amount	Actual Requisition	Variance
School Requisitions		
\$6,252,000	\$7,251,997	\$999,997
Seniors Requisitions		
\$251,000	\$153,899	(\$97,101)
Requisitions Grand Total		
\$6,503,000	\$6,198,109	\$902,896

Council requested that the overall tax increase be equal for our residential and non-residential tax rates.

In order to keep our municipal tax consistent between our residential and non-residential, we have adjusted our tax ratio split from 1.43 to 1.495. This split is slightly below the provincial average of 1.50 split.

KEY ISSUE(S)/CONCEPT(S):

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

- 1) Approve the use of reserves to offset the increased education requisition; and
- 2) Approve the Tax Rate Bylaw as presented.

DESIRED OUTCOMES:

The passing of the Property Tax Rate Bylaw will provide the Town the authority to levy annual property taxes. The dollars collected from the property tax rates will support local municipal programs, projects, and services, and support provincial education and the Wheatland Housing Management Board.

COMMUNICATIONS:

Once the Property Tax Rate Bylaw is passed, the 2025 property tax bills will be prepared and mailed to all property owners in the community. Along with the tax bills, information will be provided to property owners in regards to the 2025 Operating and Capital Budgets. The property tax notices will also provide information on the Town's monthly Tax Installment Payment Program (TIPPS) and the Town's new Tax Arrears Payment Plan (TAPP).

ALTERNATIVE ACTIONS/MOTIONS:

1. Council could adopt the recommended motions (adopting Bylaw No. 25-11).
2. Council could provide further direction to Administration and schedule a special council meeting.

ATTACHMENTS:

[Attachment I: 2025 Tax Rate Bylaw Presentation](#)

[Attachment II: Bylaw 25-11 2025 Property Tax Bylaw](#)

Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

Leana Ashbacher, Senior Manager of Financial Services

Approved
- 30 Apr
2025

Approved
- 30 Apr

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

2025
Approved
- 01 May
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 01 May
2025

Veronica Anderson, Legislative Services Officer

Approved
- 01 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 01 May
2025

Town of Strathmore 2025 Property Tax Rate Bylaw



Residential and Commercial Total Tax Increase – 8.0% average

- ❑ **Municipal Tax - \$16.8 million**
 - ❑ **2025 Budget: \$16.8 million**
 - ❑ **2024 Municipal Tax: \$16.0 million**
- ❑ **Education Tax – \$7.3 million**
 - ❑ **2025 Expected: \$6.3 million**
 - ❑ **2024 Education Tax: \$6.0 million**
- ❑ **Seniors Housing Tax - \$55 thousand**
 - ❑ **Includes \$99 thousand 2024 over-levy**
 - ❑ **2024: \$243 thousand**
- ❑ **Total Tax - \$24.1 million**
 - ❑ **2024 Total Tax: \$22.3 million**



2025 ASSESSMENT& TAX COMPARISON - RESIDENTIAL PROPERTY

	2025					2024					Assessment Increase	Tax Increase
	Tax Rate	5.601	2.473	0.020	8.094	Tax Rate	6.132	2.200	0.099	8.431		
	Assessment	Municipal Tax	Education Tax	Seniors Tax	Tax Amount	Assessment	Municipal Tax	Education Tax	Seniors Tax	Tax Amount		
Ratepayer #1	\$535,000	\$2,997	\$1,323	\$11	\$4,330	\$508,000	\$3,115	\$1,118	\$50	\$4,283	5.3%	1.1%
Ratepayer #2	\$682,000	\$3,820	\$1,687	\$14	\$5,520	\$582,000	\$3,569	\$1,280	\$58	\$4,907	17.2%	12.5%
Ratepayer #3	\$451,000	\$2,526	\$1,115	\$9	\$3,650	\$403,000	\$2,471	\$887	\$40	\$3,398	11.9%	7.4%
Ratepayer #4	\$203,000	\$1,137	\$502	\$4	\$1,643	\$196,000	\$1,202	\$431	\$19	\$1,652	3.6%	-0.6%
Ratepayer #5	\$368,000	\$2,061	\$910	\$7	\$2,979	\$328,000	\$2,011	\$722	\$32	\$2,765	12.2%	7.7%
Ratepayer #6	\$737,000	\$4,128	\$1,823	\$15	\$5,965	\$663,000	\$4,066	\$1,459	\$66	\$5,590	11.2%	6.7%
Ratepayer #7	\$718,000	\$4,022	\$1,776	\$14	\$5,811	\$661,000	\$4,053	\$1,454	\$65	\$5,573	8.6%	4.3%
Ratepayer #8	\$695,000	\$3,893	\$1,719	\$14	\$5,625	\$640,000	\$3,924	\$1,408	\$63	\$5,396	8.6%	4.3%
Ratepayer #9	\$393,000	\$2,201	\$972	\$8	\$3,181	\$350,000	\$2,146	\$770	\$35	\$2,951	12.3%	7.8%
Ratepayer #10	\$597,000	\$3,344	\$1,476	\$12	\$4,832	\$548,000	\$3,360	\$1,206	\$54	\$4,620	8.9%	4.6%
Average Ratepayer	\$491,800	\$2,755	\$1,216	\$10	\$3,981	\$428,700	\$2,629	\$943	\$42	\$3,614	14.7%	7.8%

**BYLAW NO. 25-11
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

**BEING A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED
AGAINST ASSESSABLE TAXABLE PROPERTY WITHIN THE TOWN OF
STRATHMORE FOR THE 2025 TAXATION YEAR.**

WHEREAS, the Town of Strathmore has prepared, and adopted detailed estimates of the municipal revenue and expenditures as required at the Council meeting held on December 4, 2024; and

WHEREAS, the estimated municipal expenditures (excluding non-cash items) set out in the annual budget for the Town of Strathmore for 2025 is \$39,319,000 for operating and \$9,313,000 for capital;

WHEREAS, the estimated municipal revenues from all sources other than property taxation is \$ 22,642,300; and the balance of \$16,676,700 is to be raised by general municipality property taxation; and

WHEREAS, the requisitions for non-municipal purposes are:

Alberta School Foundation Fund (ASFF) (Public)

Residential and Farmland	\$5,335,906
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Non-Residential	\$1,376,777
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Christ the Redeemer Catholic School Division (CRSD) (Separate)

Residential and Farmland	\$513,063
--------------------------	-----------

Non-Residential	\$26,251
-----------------	----------

Total Education Property Tax Requisition	\$7,251,997
--	-------------

2024 Under/(Over) Levy	\$23,939
------------------------	----------

Total Education Levy	<u>\$7,275,936</u>
-----------------------------	---------------------------

Provincial Designated Industrial Property	<u>\$4,813</u>
--	-----------------------

Wheatland Housing Management Board	\$153,889
------------------------------------	-----------

2024 Under/(Over) Levy	(\$99,344)
Total Wheatland Housing Levy	<u>\$54,545</u>

AND WHEREAS the Council of the Municipality is required to levy on the assessed value of all property, tax rate sufficient to meet the estimated expenditures and requisitions.

AND WHEREAS the Council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the *Municipal Government Act*, R.S.A 2000 Chapter M-26; and

AND WHEREAS the assessed value of all property in the Town of Strathmore as shown on the 2024 assessment roll is:

Residential & Farmland	\$2,353,346,570
Non-Residential	416,611,250
Residential (O/C-135/2010)	19,250,760
Non-Residential (O/C-135/2010)	5,184,870
Farmland (O/C-135/2010)	266,460
Machinery & Equipment (O/C-135/2010)	250,980

Total Assessment	<u>\$2,794,910,890</u>
-------------------------	-------------------------------

Designated Industrial Property (DIP)	<u>\$69,199,500</u>
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Now Therefore, the Council of the Town of Strathmore, duly assembled, hereby enact as follows:

1. SHORT TITLE

1.1. This Bylaw may be cited as the "2025 Property Tax Rate Bylaw".

2. LEVY RATES OF TAXATION

That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property shown on the assessment roll of the Town of Strathmore:

General Municipal	Tax Levy	Assessment	Tax Rate
Residential/Farmland	\$13,181,094	\$2,353,346,570	5.60100
Non-Residential	3,488,286	416,611,250	8.37300
Residential (O/C-135/2010)	52,703	19,250,760	2.73770
Non-Residential (O/C-135/2010)	38,644	5,184,870	7.45320
Farmland (O/C-135/2010)	3,702	266,460	13.89220
Machinery & Equipment (O/C-135/2010)	1,871	250,980	7.45320
General Municipal Total	\$16,766,300	\$2,794,910,890	
Alberta School Foundation Fund			
Residential/Farmland	\$5,306,763	\$2,145,880,739	2.47300
Non-Residential	1,362,314	408,735,162	3.33300
Residential (O/C-135/2010)	46,818	19,250,760	2.43200
Non-Residential (O/C-135/2010)	19,075	5,184,870	3.67900
Farmland (O/C-135/2010)	648	266,460	2.43200
Sub-Total	\$7,274,932	\$2,579,317,991	
Christ the Redeemer Catholic School Division			
Residential/Farmland	\$513,063	\$207,465,831	2.47300
Non-Residential	26,251	7,876,088	3.33300
Sub-Total	\$539,314	\$215,341,919	
Education Total	\$7,274,932	\$2,794,659,910	
Wheatland Housing Management Board	\$54,545	\$2,794,659,910	0.020000
Designated Industrial Property (DIP) Requisition	4,851	\$69,199,500	0.070100

That the minimum amount payable per property for general municipal purposes shall be \$50.00 (estimate revenue of \$7,000).

3. SEVERABILITY

If any provision of this bylaw is found to be illegal or beyond the power of Council to enact, or otherwise invalid, such section shall be deemed to be severable from all other sections of this bylaw.

READ A FIRST TIME this _____ day of _____, 2025

READ A SECOND TIME this ____ day of _____, 2025

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

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE & FINANCIAL SERVICES



Request for Decision

To: Council

Staff Contact: Chuck Procter, Manager of Development Services

Date Prepared: April 15, 2025

Meeting Date: May 7, 2025

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

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

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

STRATEGIC PRIORITIES:



Affordable Living



Climate Resiliency



Community Development



Community Wellness



Economic Development



Financial Sustainability

SUSTAINABILITY

IMPLICATIONS OF RECOMMENDATION:

ORGANIZATIONAL:

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

POLICY:

The bylaw amendment will follow the process outlined in the [Municipal Government Act \(MGA\)](#).

Section 692(1) of the MGA requires that Council hold a Public Hearing with respect to the proposed bylaw prior to giving second and third reading to the proposed bylaw to amend a land use bylaw.

IMPLEMENTATION:

The statutory Public Hearing for the proposed bylaw will be advertised in accordance with Section 606 of the MGA

BACKGROUND:

At the March 12, 2025 and April 9, 2025 Committee of the Whole meetings, Staff met with Council to discuss removing garden and garage suites in the land use bylaw.

At the April 9, 2025 Committee of the Whole meeting, a draft bylaw, which proposed to remove garden and garage suites, was presented and options were discussed. The preferred option was to remove garden and garage suites from the LUB, followed by future research regarding potentially having more options for them in the downtown area.

Staff have prepared a bylaw which proposes to remove garden and garage suites from the LUB and the proposed bylaw will follow the steps in accordance with the *Municipal Government Act*.

KEY ISSUE(S)/CONCEPT(S):

Removing garden and garage suites in the R2 and R2X districts may be viewed as counter intuitive, because the purpose of the districts are to provide for low density residential development, gentle density increases, and more than one dwelling unit on a single lot. Bylaw 25-09 proposes to remove garden and garage suites entirely from the LUB.

In the future if garden and garage suites are removed from the LUB, people still have the right to apply for them, but the process would involve Council making a decision on site-specific land use. If a positive land use decision is received, then people can apply for a development permit and building permit through the planning department.

Research involving garden and garage suites in the downtown and area will not occur until later in the future. We anticipate discussion to happen first with Council, before any new regulations are drafted or put forward.

DESIRED OUTCOMES:

COMMUNICATIONS:

Staff will advertise the public hearing by including written notices in the Strathmore Times and on the Town's social media pages. There are no adjacent landowner notice requirements as the proposed amendment to the Town's LUB would be applicable town-wide and not applied on a site-specific basis.

ALTERNATIVE ACTIONS/MOTIONS:**ATTACHMENTS:**

[Attachment I: Land Use Bylaw Amending Bylaw No. 25-09 \(Removal of Garage and Garden Suites\)](#)

Chuck Procter, Manager of Development Services	Approved - 01 May 2025
Jamie Dugdale, Director of Infrastructure, Operations, and Development Services	Approved - 01 May 2025
Kevin Scoble, Chief Administrative Officer	Approved - 01 May 2025
Veronica Anderson, Legislative Services Officer	Approved - 01 May 2025

**BYLAW NO. 25-09
OF THE 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,

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. Bylaw No. 14-11 is amended by:
 - 1.1. "By entirely deleting "Section 3 - General Provisions – All Zones: 3.25 - Garden and Garage Suites";
 - 1.2. Deleting "78., 78A, and 2.A." from Section 2 Definitions;
 - 1.3. Amending Section 3.9 - Off-Street Parking, Loading, and Vehicle Stacking by removing "Garden or Garage Suite" from the Use Class and Minimum Required Parking of Table 3.9A – Parking Requirements.;
 - 1.4. Section 4 Land Use District Provisions

Removing "Garage Suite" from the list of Discretionary Uses in the following Land Use Districts:

 - 4.1. R1– Single Detached Residential District;
 - 4.2. R1N – Single Detached (Narrow Lot) District;
 - 4.3. R1S – Single Detached Residential (Small Lot) District;
 - 4.4. R2 – Low Density Residential District;
 - 4.5. R2X – Medium Density Attached Housing District;
 - 4.9. CR – Country Residential District.;
 - 1.5. Section 4 Land Use District Provisions

Removing "Garden Suite" from the list of Discretionary Uses in the following Land Use Districts:

 - 4.1. R1– Single Detached Residential District;
 - 4.2. R1N – Single Detached (Narrow Lot) District R1S;

- 4.3. R1S – Single Detached Residential (Small Lot) District;
- 4.4. R2 – Low Density Residential District;
- 4.5. R2X – Medium Density Attached Housing District;
- 4.9. CR – Country Residential District.”

READ A FIRST TIME this ____ day of _____, 2025

PUBLIC HEARING HELD this ____ day of _____, 2025

READ A SECOND TIME this ____ day of _____, 2025

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

Mayor

Director of Strategic, Administrative
and Financial Services



Report for Council

To: Council

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

Date Prepared: April 23, 2025

Meeting Date: May 7, 2025

SUBJECT: Corporate Strategic Plan & Financial Plan Quarterly Report - Q4 2024

RECOMMENDATION: Information for Council.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The Corporate Strategic Plan & Financial Plan Quarterly Report is produced four times per year to communicate the progress made on Council's Strategic Plan as well as a quarterly update on the Town's financial position. This report will provide transparency to Council and the public through an update on the status of each of Council's Strategic Priorities.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

A financial update, as well as the status of the Town's economic and financial actions have been provided in the report to discuss how economic sustainability has been addressed as of Quarter 4 for 2024.

SOCIAL SUSTAINABILITY:

The Town's actions towards improving the social sustainability are provided in the activities

and current status of the Business Plan updates.

ENVIRONMENTAL SUSTAINABILITY:

Actions taken to improve climate resiliency have been provided in the activities and current status of the Business Plan updates.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

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

ORGANIZATIONAL:

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

OPERATIONAL:

N/A

FINANCIAL:

Operating:

Overall, Revenues were \$3.7 million higher than budgeted due to Offsite Levies worth \$1.04 million during the year (which were transferred to Reserves, so no net impact on surplus). User Fees were \$243 thousand lower than budgeted, due to impact of the Calgary Water Main break and subsequent water restrictions. Government Grants are \$494 thousand higher than budgeted, due to Local Government Fiscal Framework operating grant received (\$204 thousand) and anticipated recovery of Water Main Break costs (\$163 thousand).

Expenses were \$1.7 million higher than budgeted, due to increased transfer to reserves (i.e. RCMP, Offsite levies, current year surplus), increased wage costs due to wildfire response.

The overall surplus of the organization was \$5.2 million, before accounting for amortization of tangible capital assets, and accretion of asset retirement obligation (which are both non-operating items).

In the Operating Budget Forecast (page 17), the revenues for capital are included. Once we remove the capital funding the consolidated statement of operations, we would show being in a loss position, as we transferred surplus funds from prior years that were in our unrestricted accumulated surplus.

The best practice to transfer surplus' from the unrestricted surplus to reserves to allow Council the ability to use these funds without showing a operating financial loss, as according to the MGA municipalities that are operating at a loss are required to tax in the following year to make up the loss.

At the end of 2024 year our audited financial statement shows a balance of \$14,526 in our unrestricted accumulated operating surplus, therefore, the Town of Strathmore would not be required to fund a deficit in the following year.

Capital:

\$5.7 million was spent out of the \$8.9 million cumulative capital budget.

\$2.9 million (25 projects) were approved as carry-forward to the 2025 Capital Budget.

2024 Project Status:

2 - Not Started
 22 - In Progress
 43 - Complete
 1 - Delayed
4 - Cancelled
 72 - Total Projects

POLICY:

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

IMPLEMENTATION:

N/A

BACKGROUND:

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

KEY ISSUE(S)/CONCEPT(S):

Quarterly updates on Council's Strategic Plan and the financial position of the Town provide

transparency and clarity for Council on the status of the Town's Corporate Strategic Plan initiatives.

DESIRED OUTCOMES:

To update Council on actions taken regarding the Strategic Plan and to provide and update on the financial position of the Town.

COMMUNICATIONS:

The quarterly report will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

THAT Council refer the Corporate Strategic Plan and Financial Plan report to a Committee of the Whole for further discussion.

ATTACHMENTS:

[Attachment I: Corporate Quarterly Report - Q4 2024](#)

Leana Ashbacher, Senior Manager of Financial Services

Approved
- 28 Apr
2025

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

Approved
- 01 May
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 01 May
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 01 May
2025

Corporate Quarterly Report

Quarter Four – 2024

About This Report

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

There are two parts within this report:

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

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

Table of Contents

Strategic Plan Reporting	3
• Council's Strategic Priorities	3
• Business Plan	3
Q4 Progress Summary	5
Q4 Progress Report Details	6
Financial Summary	17
Municipal Operating Variance Analysis	18
• Operating Budget Summary	18
• Capital Budget Summary	19

Strategic Plan Reporting

Council's Strategic Priorities

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

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

Affordable Living

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

Financial Sustainability

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

Intentional Community Development

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

Climate Resiliency Including Environmental Stewardship

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

Economic Development

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

Community Wellness

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

Business Plan

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

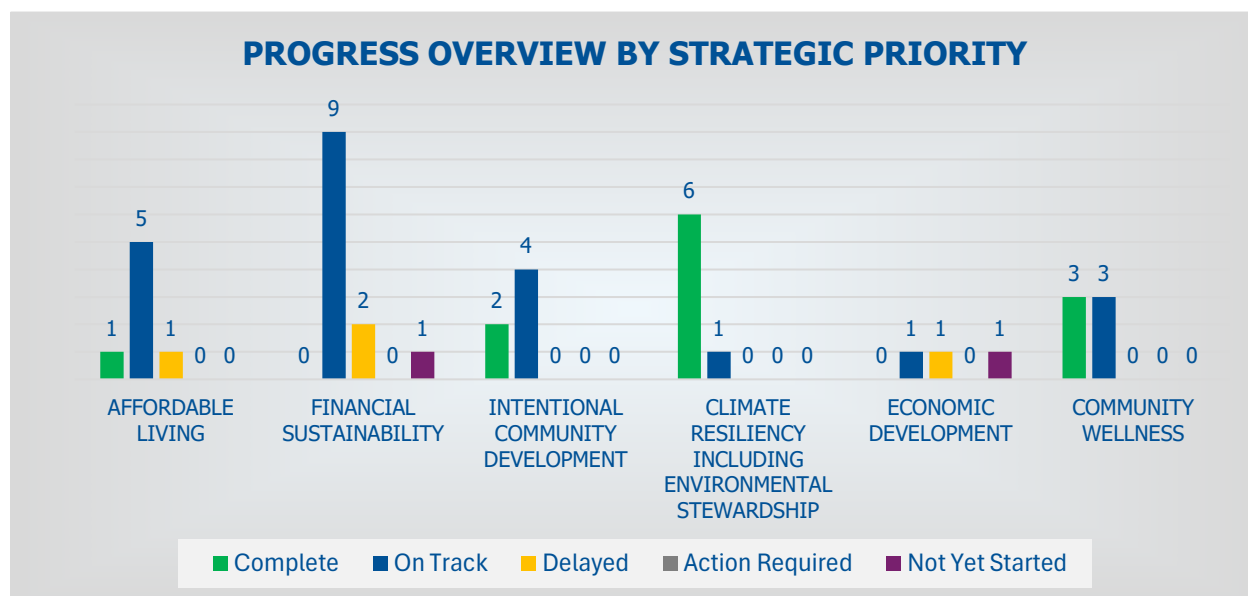
Q4 Progress Summary

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

Status	Definition	# of Supporting Tasks
✓ Completed	Work has been completed on this initiative.	12
↑ On Track	This initiative is on schedule and progress is being made.	23
▲ Delayed	This initiative is experiencing some setbacks, but progress is still being made.	4
⬢ Action Required	Challenges are limiting or blocking progress of this initiative. Action must be taken to get the project back on track.	0
● Not Yet Started	Work has not begun on this initiative.	2
Total Administrative Tasks Identified		41

Administration identified 41 administrative actions to support Council's strategic priorities. The timelines for these initiatives are from January 2022 to December 2026 inclusive.




Progress on these administrative actions as of December 31, 2024, can be seen below.



Q4 Progress Report Details

Strategic Priority #1: Affordable Living

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











Supporting Administrative Actions	Proposed Timeline	Q4 Progress Update
1.1 Synergistic Housing Product and Business Growth/ Sustainability Opportunities		
 1.1.a Establishing a target (60:40 tentative) residential to non-residential tax ratio in the MDP growth areas to strive for an overall 70:30 residential to non-residential tax ratio in the community resulting in organic business growth to provide more value to residential taxpayers without transferring tax burden to existing businesses	Mar 2023 - Dec 2024	This work is ongoing. Staff intend to prepare on amendment to MDP 14-03 before October '25 to indicate a 60:40 target to reach an overall 70:30 tax ratio between residential and non-residential.
 1.1.b Increasing Housing Product Forms - LUB Amendments	Jun 2023 - Dec 2024	The trend continued in Q4 of 2024 with several Land Use Bylaw amendment applications having been received and Staff anticipate receiving more in 2025, and beyond. Applications received have been for a variety of housing products including semi-detached, attached housing, apartments, and more. Review times for land use bylaw amendment applications have been at the expected service level, despite receiving higher volumes. There have been several pre-application meetings for new LUB amendment applications in Q4, and Staff believe the higher volume trend will continue. Staff continue to encourage different housing forms in all the pre-application meetings.
 1.1.c Progressive and best land use practices	Jan 2025 - Dec 2026	Several amendments have come forward to the Land Use Bylaw to ensure best use of land regarding the community's needs. Please see above.

			A new Land Use Bylaw is being budgeted for over the next few years.
↑	1.1.d Annexation Exploration	Jan 2024 – Jun 2025	With a completed IDP, we are continuing to explore opportunities with landowners, developers and Wheatland County.
1.2 Increased Availability of Attainable Housing			
↑	1.2.a Identify affordable housing opportunities	April 2022 – Jun 2024	Process is underway. Administration is engaging community partners to ensure that local resources are maximized, and all parties are on the same page. The Town has established an Affordable Housing Society.
↑	1.2.b Identify candidate projects/sites/ partners	Dec 2022 – Dec 2024	Staff are continuing to identify candidates/projects/sites/partners with many development projects including different types of housing. True North is building upon the Social Needs Assessment with a Housing Needs Assessment.
1.3 Community Wellbeing Investment			
↑	1.3.a Enable Social Procurement Inclusive of Town policies and facilitate direct & indirect Business/social profit opportunities	Jan 2026 - Dec 2026	Administration is currently reviewing the draft policy.

Items to Track	Responsibility	Progress Notes
Housing Starts	Planning	2024-Q4 – 50 2024-YE – 79
Ratio of Strathmore's housing stock comparing owned to rental units	Planning	According to the Social Needs Assessment, the Town's home ownership rate is 77% with the rental rate being 23%.
Percentage of citizens reporting Strathmore is an affordable community	Communications / Marketing (Every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16. Affordability ranked as the number 3 issue facing Strathmore.

Strategic Priority #2: Financial Sustainability

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

Supporting Administrative Actions	Proposed Timeline	Q4 Progress Update
2.1 Predictable and Prudent Tax Increases		
 2.1.a.i Develop the long-term fiscal sustainability plan	Jan 2022 - Ongoing	The Town's finance department is working on developing a long-term financial plan. The plan is to have this in front of Council in 2025.
 2.1.a.ii Development of a debt strategy and policy	Sept 2022 - Dec 2024	Administration prepared an overview of the Town's debt to Council and is working on policy recommendations for Council around managing debt. This will be in front of Council in 2025.
 2.1.a.iii Development of debt model	April 2024 - Dec 2024	Administration is exploring as part of a longer-term plan regarding the Town's financial software. Administration is also exploring alternative interim measures as well.
 2.1.a.iv Investment Strategy	April 2025 - Dec 2025	Administration has worked to ensure that the Town's investments align with existing policies. An RFP for external investment services will be issued late in Q4 2025 following the municipal election.
 2.1.a.v Asset management program development and implementation	April 2022 - Jun 2025	The Asset Management policy was brought to Council in January 2023, and Administration continues to gather asset information and update the data hub.
 2.1.a.vi New Investment Opportunities	April 2022 - Ongoing	This is ongoing as opportunities arise. The Phyto project has been announced. Other opportunities are being explored and researched.
 2.1.a.vii Consider alternative offsite levy strategies	Jan 2023 - Ongoing	Continuing to look at options, with possibility to amend the Bylaw with direction from Council.
 2.1.viii Consider offsite levy implementation for vertical infrastructure	Jan 2023 - Jun 2024	Continuing to look at options, with possibility to draft a Bylaw with direction from Council.
 2.1.ix Develop a categorized capital plan (RMR, growth, strategic)	April 2022 - Jun 2025	Administration worked to consolidate all of this information as part of the 2024 budget. As part of the 2025 budget, a dedicated RMR program has been established.
 2.2.a Explore and inventory operational	April 2022 - Ongoing	This is ongoing. As the budget process continued to be refined there may be more opportunities to recognize operational efficiencies.

	efficiencies opportunities (systems, technology, and synergies with local and regional partners)		
▲	2.2.b Develop a service and service-levels inventory	Sept 2022 - Dec 2024	The Service Level Inventory document is currently being reviewed to ensure it contains all of the prudent information related to Services provided by the Town of Strathmore. This project is intended to be presented to Council in Q1 of 2025.
●	2.2.c Develop a sustainable Utility Model	Jan 2025 – Dec 2026	

Items to Track	Responsibility	Progress Notes
Citizen perception regarding value from tax dollar	Communications/Marketing (Every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16. 42 % of residents said they received good to very good value for their property tax dollars.
Debt service to revenue ratio	Finance	At the end of 2023, our debt service to revenue ratio was 6.9%, and our 2024 debt service to revenue ratio is 6.5%.
Tax supported debt ratio	Finance	7.0% Tax supported debt ratio based on 2024. Calculated as Annual Debt Charges (Principal + Interest) as a percentage of Operating Revenue - \$2.58M / \$39.81M, down from an 8.5% Tax supported debt ratio in 2023.
Percentage of infrastructure replacement costs in reserves	Finance/Asset Management	Currently, we have 5.5% of total assets in reserves. We are currently reviewing our replacement costs and our annual transfer to reserves.

Strategic Priority #3: Intentional Community Development

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

Supporting Administrative Actions		Proposed Timeline	Q4 Progress Update
3.1 Connective Community			
↑	3.1.a Trail Connectivity Plan	Jan 2023 - Jun 2025	2025 Pathway projects are currently being finalized. Citizen requests, Operational concerns, and underserved areas are all being considered to most efficiently use the available budget.
3.2 Synergistic Partnerships			
✓	3.2.a Development of an Intermunicipal Development Plan (IDP) and ICF with Wheatland County	April 2022 - Jun 2024	The ICF has been approved by Council. The Town of Strathmore and Wheatland County Councils adopted IDP on December 11 and December 3, 2024, respectively.
↑	3.2.b Call-to-Action Plan	Sept 2022 - Dec 2025	Administration supported the Lead by Example Powwow as a key means of focusing on reconciliation with our neighbouring partners. A Society has been established to continue this work going forward.
↑	3.2.c Models for innovative public-private partnerships and joint ventures for development	Sept 2022 – On-going	The town is receptive to innovative initiatives that fit within Council's Strategic Priorities. P3 models, or a form of such joint venture, would be entertained if the model deems beneficial to both parties.
↑	3.2.d Complete required site planning and joint-use and partnerships agreements (JUPA) with the school boards as required by the MGA, inclusive of value added non-mandatory components such as efficiency synergies	Sept 2022 – Jun 2026	Process has started with stakeholder engagement. Agreement deadline extended by AB government Ministerial Order to June 10, 2025.

3.3 Diversity, Equity & Inclusion			
✓	3.3.a Prepare DEI declaration	Sept 2022 - Jun 2024 Completed	Training was provided to all staff and Council. DEI declaration was approved and promoted.

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

Strategic Priority #4: Climate Resiliency Including Environmental Stewardship




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

Supporting Administrative Actions	Proposed Timeline	Q4 Progress Update
4.1 Climate Adaptation Preparation		
✓ 4.1.a Applying sustainability lens to decision making. Incorporate Sustainability Platform (Economic, social, environmental) Into:	April 2022 - Jun 2025	This was incorporated into Council's meeting documents.
✓ 4.1.b Develop drought management plan for inclusion in the Sustainability Plan	Sept 2023 - Dec 2024	Continue to work with regional partners (ie City of Calgary) and stakeholders (ie WID). Council was updated with the Town's Drought Plan on May 1, 2024, and a dedicated webpage created. www.Strathmore.ca/conservewater
✓ 4.1.c Hazard Reduction Burning Plan	April 2024	Completed.
✓ 4.1.d CSMI – Updated share of costs	Mar 2023 – Dec 2024	Changing the CSMI structure is a continuous discussion, but no changes are imminent. Changes may occur if new partners join the cooperative
4.2 Local Environment		
✓ 4.2.a Evaluation of Waste diversion enhancement opportunities	Jan 2023 – Jun 2024	Working with ARMA on Extended Producer Responsibility (EPR) and the transition date of April 1, 2025.
↑ 4.2.b Identify and Evaluate Achievable and Savable Green Power / Net - Zero Development Opportunities	Jan 2023 - Ongoing	Exploring energy recovery for the reservoir and engaging stakeholders on other opportunities.
✓ 4.2.c Sustainable water use strategies	Jan 2023 – Jun 2024	Review of stormwater and effluent re-use options are ongoing as well as potential partnerships with the WID, where possible.

Items to track	Responsibility	Progress Notes
Measure ecological footprint	Infrastructure	Internal review has started, categorizing all items and ensuring complete coverage.
Percentage of residential waste diversion	Infrastructure	37% of Solid Waste is diverted from the landfill. (2882 MT of waste collected, 1072 MT diverted from landfill).
Declining water intensity (consumption of water per capita) while maintaining adequate water supply for growth	Infrastructure	An additional water license has been purchased and approved by the province, along with regular monitoring of annual consumption trends.
Greenhouse gas emission intensity from town operations	Infrastructure/Operations	N/A
Reduction in Town's energy consumption	Infrastructure/Finance	Replacing equipment with modern and more energy efficient options continues annually (IE. Vehicles and facility lights). Solar at the SMB has created 278 MWh over its lifetime.
Percentage growth in green businesses	Economic Development	In 2022, the Town secured Phyto Organix and continues to work with potential developers and business inquiries from invest Alberta or Canada

Strategic Priority #5: Economic Development


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

Supporting Administrative Actions	Proposed Timeline	Q4 Progress Update
5.1 Revitalized, resilient, and intentional and planned growth community		
 5.1.a Community revitalization strategy	June 2025 - Dec 2026	To start after MDP adopted.
5.2 Best and Highest Use of Municipal Lands		
 5.2.a Land acquisition, disposition, and utilization strategy	Dec 2022 - Dec 2024	Completed base level inventory. Land Policy expected Q2 2025.
 5.2.b Implement the Economic Development Action Plan	Apr 2024 – Dec 2026	Raise awareness, support and retain existing businesses, help expand businesses and provide a business resource support portal. Facilitate a Strathmore Business Association

Items to Track	Responsibility	Progress
Active Business licenses	Planning	1350 business licences have been issued for 2024.
Construction values	Planning	2024-Q4 – \$11,171,522 2024-YE – 30,960,679
Permit applications	Planning	2024-Q4 – 71 2024-YE – 248
Non-residential permits	Planning	2024-Q4 – 19 2024-YE – 43

Strategic Priority #6: Community Wellness

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

Supporting Administrative Actions	Proposed Timeline	Q4 Progress Update
6.1 Volunteer Support		
 6.1.a Engaging & supporting all Volunteers (including Fire Department Volunteers) for a	Jan 2023 - Dec 2024	Volunteer Connector launched. Recent review and additional communications sent to social agencies to educate groups on the use of the site. Volunteer appreciation luncheon held on May 10, 2024. Administration continues to promote and recruit Volunteers for the many programs and events that

	vibrant, connected community		we host. In 2024 the town hosted 164 Volunteers for a total of 486 hrs.
6.2 Efficient and Effective Intra- and Inter- Community Service Provision			
↑	6.1.a Engaging & supporting all Volunteers (including Fire Department Volunteers) for a vibrant, connected community	Jan 2023 - Dec 2024	Volunteer connector launched. Recent review and additional communications sent to social agencies to educate groups on the use of the site. Volunteer appreciation luncheon held on May 10, 2024.
6.3 Successful Advocacy Outcomes			
✓	6.3.a Annual update to advocacy plan supporting Council's Strategic Plan	May 2023 - Ongoing	The Town's advocacy plan has been developed.
6.4 Maintain and Increase Institutional and NGO Supports in the Community and Businesses			
↑	6.4.a Evaluate enhancement to existing granting policies	Sept 2023 - Dec 2024	Administration facilitated a workshop with Council regarding grant policies and procedures. Administration continues to review and prepare recommendations regarding other potential policy changes to support this initiative. The process on funding for Community Grants will be proposed in the budget policy to be returned for Council's consideration in 2025.
6.5 Medical Services Provision			
✓	6.5.a International doctor sponsorship program	April 2022- June 2024	Council approved a pilot program for a Physician Sponsorship Grant and has awarded one grant.
6.6 Post Secondary Opportunities			
↑	6.6.a Support external initiatives	April 2022- Dec 2026	Opportunities are currently being explored on an ongoing basis.

Items to Track	Responsibility	Progress
Citizens report increased health and wellness	Communications / Marketing (every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16. 79% of residents said that Strathmore provides a good quality of life.
Per capita usage of civic amenities	Recreation, Operations & Finance	Despite water restrictions and the annual facility maintenance shutdown, the Aquatic Centre has seen 32,308 users (programs, lessons, and public swimming) during 2024 (January – December). There were over 2,900

		<p>registrations in lessons (school, group, and private) and over 100 in Speciality Courses offered at the facility.</p> <p>Operations has scheduled and assisted with 8 events at Kinsmen Park & other outdoor spaces in Q4 of 2024</p>
Percentage of citizens volunteering increases	FCSS	For 2024, there was a 6% increase in volunteer applications through the FCSS Volunteer Connector, with close to 650 views for volunteer opportunities. In 2024 the town hosted 164 Volunteers for a total of 486 hrs.
Percentage of residents who recommend Strathmore as a good place to live	Communications / Marketing (every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16. 79 % of residents said that Strathmore provides a good quality of life.
Percentage of citizens who feel that Strathmore has the appropriate emergency services in place	Communications / Marketing (every 2 years – Citizen Satisfaction Survey)	Citizen Satisfaction Survey was presented to Council on October 16. 79 % of residents said that Strathmore provides a good quality of life.
Crime prevention/reduction statistics	Municipal Enforcement	Strathmore's property crime statistics (ie: theft of vehicles, theft from vehicles, break and enters) are status quo, however decreased 3.1% at the end of 2024 when based on a five-year average.

Financial Summary

Overall, Revenues are \$3.7 million higher than budgeted due to Offsite Levies worth \$1.04 million during the year (which transfers to Reserve, so no net impact on surplus). User Fees were \$243 thousand lower than budgeted, due to impact of the Calgary Water Main break and subsequent water restrictions. Government Grants are \$494 thousand higher than budgeted, due to Local Government Fiscal Framework operating grant received (\$204 thousand) and anticipated recovery of Water Main Break costs (\$163 thousand).

Overall, expenses were \$1.7 million higher than budgeted, due to increased transfer to reserves (i.e. RCMP, Offsite levies, current year surplus), increased wage costs due to wildfire response.

The overall surplus of the organization was \$5.2 million, before accounting for amortization of tangible capital assets, and accretion of asset retirement obligation, which are both non-operating items.

Capital:

- There are 72 municipal capital projects for 2024.
- The capital spend was \$5.7 million vs the budget of \$8.9 million.
- \$2.9 million was carried forward to 2025.

Investments

- Investment book values total \$12.5 million at December 31, 2024 compared to \$11.7 million at December 31, 2023.

Reserves

- Reserve balances totalled \$16.9 million at December 31, 2024 compared to \$14.0 million at December 31, 2023.

Debt

- Debt balances totalled \$13.9 million at December 31, 2024 compared to \$16.1 million at December 31, 2023.

Municipal Operating Variance Analysis

Operating Budget Summary

Quarter 4 2024 - Operating Budget Forecast

Net Surplus (Deficit) Summary

January To December 2024

	2024 Budget	2024 Actuals	2024 Budget to Actual Variance	Comments
Revenues				
Total Property Taxes	16,013,600	16,023,767	10,167	
User fees and sales of goods	17,910,200	17,667,094	(243,106)	Water Revenue lower due to water main break
Penalties and Cost of Taxes	210,000	203,979	(6,021)	
Government Grants - Operating	1,376,600	1,870,933	494,333	LGFF Operating Budget Grant not budgeted \$204K, Water Main Break \$163K
Investment & Interest Income	405,300	687,297	281,997	
Licences and Permits	513,100	589,286	76,186	
Gain on Sale of Capital Assets	-	147,098	147,098	
Other Revenues	544,400	1,945,676	1,401,276	Offsite Levy Activity
Transfer from Reserves - Operating	988,000	236,215	(751,785)	
Internal Transfers Revenue	544,000	441,056	(102,944)	
Transfer from Reserves - Capital	155,000	2,565,037	2,410,037	
Government Grants - Capital	-	3,190,119		
Total Revenues	38,660,200	45,567,557	3,717,238	
Expenses				
Salaries, Wages, and Benefits	13,958,000	14,465,795	507,795	Staff vacancies offset with Emergency staffing expenditures (which are offset with grant revenues/insurance claims)
Contracted and General Services	12,072,500	11,651,332	(421,168)	\$465k RCMP contract reduction transferred to Reserves
Materials, Goods, Supplies & Utilities	4,888,800	4,360,314	(528,486)	
Bank and Short Term Interest Charges	149,100	96,387	(52,713)	Credit card fees \$24K
Other Expenditures	-	(124)	(124)	
Transfers to Individuals and Organisations	721,600	538,596	(183,004)	
Transfers to Local Boards and Agencies	1,031,600	469,630	(561,970)	
Interest on Long-term Debt	444,700	382,904	(61,796)	
Long-term Debt Principal Payments	2,195,000	2,194,938	(62)	
Transfers to Reserves - Operating	210,000	2,657,975	2,447,975	RCMP short fall transfer to reserves
Transfers to Reserves - Capital	2,444,900	3,077,341	632,441	Offsite Levy Activity
Internal Transfers Expenses	544,000	441,056	(102,944)	
Total Expenses	38,660,200	40,336,144	1,675,944	
Net Surplus (Deficit)	-	5,231,413	2,041,294	
Amortization	6,025,200	6,658,223	633,023	
Amortization - ARO	-	3,293	3,293	
Net Surplus (Deficit)	(6,025,200)	(1,430,103)	1,404,978	

Capital Budget Summary

Budget vs. Actual Comparison

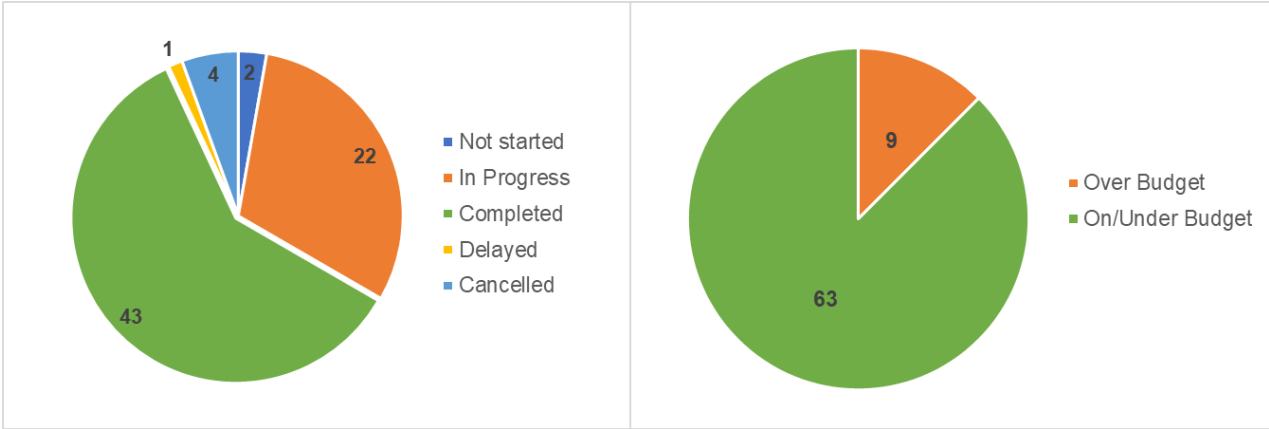
\$5.7 million was spent out of the \$8.9 million cumulative capital budget. Actual spend was \$5.7 million. \$2.9 million was approved as carry-forward to the 2025 Capital Budget.

Project Status

Status	Q1	Q2	Q3	Q4
Not Started	13	7	3	2
In Progress	41	39	36	22
Completed	10	20	28	43
Delayed	1	1	0	1
Cancelled	1	3	4	4
Total	66	70	71	72

Project Completion

Town administration has had another early start on the 2025 Capital Projects. Based on current forecasts, most projects are likely to be fully completed by year end.



Town of Strathmore

2024 Quarter 4 (Jan to Dec) - Capital Budget Report

Capital Project Name	Project Code	Business Case	Manager	Funding	2024 Original Budget	2024 Budget Amendment	2023 Carry Forward	2024 Revised Budget	2024 Actual Spent	Budget Variance	Carry Forward Funding Required	Project Status
Administration												
Rebranding Rollout	COM MA0001	-	Johnathan Strathdee	Financial Stabilization Reserve			6,000	6,000	11,500	5,500		Completed
Event Tools and Equipment	COM MA0002	-	Johnathan Strathdee	Financial Stabilization Reserve			5,000	5,000	3,101	(1,899)		Completed
Wayfinding	COM MA2401	839	Johnathan Strathdee	LGFF/CCBF Grant	75,000			75,000	-	(75,000)	30,000	Not Started
Digital Highway Sign (Removal)	COM MA2402	841	Johnathan Strathdee	LGFF/CCBF Grant	10,000			10,000	-	(10,000)	10,000	In Progress
WHMB Site Contamination Mitigation	INF LI2401	-	Ethan Wilson	Affordable Housing Reserve	-	100,000		100,000	-	(100,000)	100,000	Delayed
GP Upgrades	FNC MA0002	-	Ray Chan	Financial Stabilization Reserve			30,000	30,000	23,433	(6,567)	6,500	In Progress
Offsite Backups	INF MA0001	-	Ray Chan	Financial Stabilization Reserve			13,700	13,700	5,764	(7,936)	7,900	In Progress
Continuity of Connectivity between Buildings	INF MA0003	-	Ray Chan	Financial Stabilization Reserve			2,000	2,000	-	(2,000)	-	Completed
Disaster Recovery - IT Infrastructure/Network	INF MA0007	-	Ray Chan	Financial Stabilization Reserve			15,000	15,000	-	(15,000)	15,000	Not Started
Replace Phone System	INF MA0008	-	Ray Chan	Financial Stabilization Reserve	-		10,900	10,900	11,065	165	-	Completed
Evergreen client compute equipment	INF MA0009	-	Ray Chan	Financial Stabilization Reserve			36,250	36,250	8,851	(27,399)	27,400	In Progress
Cybersecurity Improvements, Risk Remediation, Network Security	INF_MA0010	-	Ray Chan	Financial Stabilization Reserve	-		8,000	8,000	-	(8,000)	8,000	In Progress
IT Backup Systems Project	INF MA0012	-	Ray Chan	Financial Stabilization Reserve			130,000	130,000	-	(130,000)	130,000	In Progress
IT - Municipal Surveillance Assessment & Initial Cameras	INF_MA2301	174	Ray Chan	Financial Stabilization Reserve	-		15,000	15,000	4,806	(10,194)	10,100	In Progress
IT - IT Refresh - 10 Years	INF MA2401	798	Ray Chan	LGFF/CCBF Grant	57,000			57,000	46,519	(10,481)	-	Completed
IT - SMB Alarm System Conversion	INF MA2402	871	Ray Chan	LGFF/CCBF Grant	25,000			25,000	13,324	(11,676)	-	Completed
Fire Services												
AFRRCS Radio Conversion	FIR MA2401	629	David Sturgeon	LGFF/CCBF Grant	275,000			275,000	281,462	6,462	-	Completed
Fire Hose & Nozzle Replacement	FIR MA2402	630	David Sturgeon	LGFF/CCBF Grant	50,000			50,000	48,115	(1,886)	-	Completed
Thermal Imaging Camera & GX2 Ammonia Detector	FIR MA2403	635	David Sturgeon	LGFF/CCBF Grant	15,000			15,000	15,073	73	-	Completed
SCBA Bottles Replacement	FIR MA2404	636	David Sturgeon	LGFF/CCBF Grant	15,000			15,000	13,600	(1,400)	-	Completed
Replace Gas with Battery Powered Positive Pressure Ventilation Fan	FIR_MA2405	632	David Sturgeon	LGFF/CCBF Grant	12,000			12,000	10,100	(1,900)	-	Completed
Type 2 Sprinkler Protection System	FIR_VE2401		David Sturgeon	Multiple Funding	-	250,000		250,000	219,337	(30,663)	-	Completed
Aerial/Ladder Truck Water Pump Repair	FIR_VE2402		David Sturgeon	Financial Stabilization Reserve	-	32,000		32,000	31,632	(368)	-	Completed
Municipal Enforcement												
Municipal Enforcement patrol vehicle	MUN_VE2401	629	Shawn Press	Fire Reserve	-	60,000	-	60,000	41,107	(18,893)	18,000	In Progress
Common Services												
Operations Shop - Emergency Exit Stairwell	CSE_BU2301	248	Donna McCallum	Asset Replacement Reserve	-	(25,000)	25,000	-	-	-	-	Cancelled
Capital Building Improvements - Mechanic Shop	CSE_BU2401	799	Donna McCallum	Capital Reserve	250,000			250,000	230,885	(19,115)	19,100	In Progress
LED upgrades	CSE_BU2402	855	Donna McCallum	LGFF/CCBF Grant	121,000			121,000	105,208	(15,792)	15,700	In Progress
Bucket Truck	CSE_MA0010		Donna McCallum	MSI Grant	-		202,300	202,300	205,027	2,727	-	Completed
Fleet - GPS units	CSE_MA2401	857	Donna McCallum	LGFF/CCBF Grant	25,000			25,000	-	(25,000)	25,000	In Progress
Cargo Van - Facilities	CSE_VE2301	320	Donna McCallum	Asset Replacement Reserve	-	(40,000)	40,000	-	-	-	-	Cancelled
Truck - Facilities	CSE_VE2401		Donna McCallum	Asset Replacement Reserve	-	65,000		65,000	66,905	1,905	-	Completed
Roads												
Roads - New Sand/Salt Storage Facility	ROA_BU2401	794	Donna McCallum	LGFF/CCBF Grant	285,000			285,000	258,362	(26,638)	-	Completed
Wildflower Road	ROA_EN0015		Ethan Wilson	Roads OSL		75,000		75,000	8,855	(66,145)	66,100	In Progress
Capital Projects Engineering Annual Program	ROA_EN2301	705	Ethan Wilson	Capital Reserve	105,000			105,000	59,542	(45,458)	-	Completed
Road Asset Management Plan (RAMP) Annual Program	ROA_EN2304	699	Ethan Wilson	LGFF/CCBF Grant	315,000			315,000	284,193	(30,807)	-	Completed
Sidewalk Improvements Annual Program	ROA_EN0011	858	Donna McCallum	LGFF/CCBF Grant	200,000			200,000	231,617	31,617	-	Completed
Roads - New Ice Breaker Loader Attachment	ROA_MA2401	774	Donna McCallum	LGFF/CCBF Grant	40,000			40,000	38,989	(1,011)	-	Completed
Roads - New Calcium Tank	ROA_MA2402	782	Donna McCallum	LGFF/CCBF Grant	20,000			20,000	21,727	1,727	-	Completed
Roads - EPW 39 John Deere 770 Motor Grader Replac	ROA_VE2401	696	Donna McCallum	Capital Reserve	680,000			680,000	666,390	(13,610)	-	Completed
Roads - PW 70 Chevrolet Silverado 1500 Replacement	ROA_VE2402	726	Donna McCallum	Capital Reserve	68,000			68,000	70,595	2,595	-	Completed
Roads - EPW 58 & PW 27 Consolidation and Replac	ROA_VE2403	743	Donna McCallum	Capital Reserve	40,000			40,000	38,552	(1,448)	-	Completed

Town of Strathmore

2024 Quarter 4 (Jan to Dec) - Capital Budget Report

Capital Project Name	Project Code	Business Case	Manager	Funding	2024 Original Budget	2024 Budget Amendment	2023 Carry Forward	2024 Revised Budget	2024 Actual Spent	Budget Variance	Carry Forward Funding Required	Project Status
Water												
Water Reservoir Upgrades	WAT_BU2401	667	Ethan Wilson	Multiple Funding	2,265,000			2,265,000	227,813	(2,037,187)	2,037,100	In Progress
Central Irrigation System	WAT_EN0003	-	Ethan Wilson	MSI Grant	-		10,000	10,000	-	(10,000)	-	Cancelled
Water Licence	WAT_EN2301		Ethan Wilson	Financial Stabilization Reserve	-		608,950	608,950	589,496	(19,454)	-	Completed
Environmental Monitoring - Ag Society Grounds	WAT_EN2401		Ethan Wilson	Financial Stabilization Reserve	-	45,000		45,000	35,725	(9,275)	9,200	In Progress
Wastewater												
Lift Station Upgrades	SAN_EN2301	807	Ethan Wilson	Waste Water Reserve	50,000			50,000	31,464	(18,536)	17,000	In Progress
WWTP Arc Flash Study	SAN_EN2401	825	Ethan Wilson	LGFF/CCBF Grant	18,000			18,000	-	(18,000)	-	Completed
WWTP PLC/SCADA Upgrades (year 2 of 3)	SAN_MA2301	808	Ethan Wilson	Multiple Funding	310,000		169,000	479,000	189,674	(289,326)	280,000	In Progress
WWTP Lab Equipment	SAN_MA2302	804	Ethan Wilson	Waste Water Reserve	20,000			20,000	13,186	(6,814)	-	Completed
WWTP General Plant Upgrades	SAN_MA2303	809	Ethan Wilson	Waste Water Reserve	85,000			85,000	77,133	(7,867)	7,800	In Progress
WWTP Polymer Make-Up System	SAN_MA2401	810	Ethan Wilson	LGFF/CCBF Grant	325,000	(325,000)		-	-	-	-	Cancelled
WWTP Primary Clarifier Repair	SAN_MA2402		Ethan Wilson	LGFF/CCBF Grant		175,000		175,000	174,998	(2)	-	Completed
Recreation												
Aquatic Centre - Roof Replacement	REC_BU2302	374	Mark Pretzlaff		-			-	-	-	-	Completed
Aquatic Center - Chemical Room Repairs	REC_BU2401	867	Natasha Barron	LGFF/CCBF Grant	8,000			8,000	7,619	(381)	-	Completed
Aquatic Center - Guardrail/Fall Protection	REC_MA2401	868	Natasha Barron	LGFF/CCBF Grant	10,000			10,000	9,520	(480)	-	Completed
Aquatic Center - Lane Ropes	REC_MA2402	864	Natasha Barron	LGFF/CCBF Grant	5,000			5,000	6,000	1,000	-	Completed
Aquatic Center - Pool Pumps	REC_MA2403	891	Natasha Barron	LGFF/CCBF Grant	28,000			28,000	8,800	(19,200)	19,100	In Progress
Curling Rink - Roof Replacement	REC_BU2402	840	Marcie Brinton	LGFF/CCBF Grant	537,000	(90,000)		447,000	360,518	(86,482)	-	Completed
Family Centre - Ice Plant Compressor Overhaul	REC_MA2404	663	Craig Dilts	LGFF/CCBF Grant	15,000			15,000	14,000	(1,000)	-	Completed
Family Centre - Wall & Siding Replacement	REC_BU2403	725	Craig Dilts	LGFF/CCBF Grant	100,000	90,000		190,000	164,454	(25,546)	-	Completed
Sports Centre - Magnum Gym new floor	REC_BU2404	691	Lisa Montgomery	LGFF/CCBF Grant	96,000			96,000	104,637	8,637	-	Completed
Sports Centre Electrical Panel	REC_MA0001	-	Marcie Brinton	MSI Grant	-		50,000	50,000	47,233	(2,767)	-	Completed
Recreation Needs Assessment	REC_EN2401		Marcie Brinton	Financial Stabilization Reserve	-	60,000		60,000	41,252	(18,749)	8,600	In Progress
Curling Rink Refrigeration Plant	REC_BU2405	691	Marcie Brinton	LGFF/CCBF Grant	-			-	50,723	50,723	-	Completed
Parks												
Parks - Pathway Lifecycle Annual Program	PAR_LI2301	772	Ethan Wilson	LGFF/CCBF Grant	75,000			75,000	57,825	(17,175)	17,000	In Progress
Parks - Site Furniture (Benches, picnic tables, garbage)	PAR_LI0006	856	Donna McCallum	LGFF/CCBF Grant	25,000			25,000	7,308	(17,692)	17,600	In Progress
Lifecycle Playground Equipment Replacement	PAR_MA0001	-	Donna McCallum	MSI Grant	-		84,550	84,550	62,527	(22,023)	-	Completed
Parks - Kinsmen Park Christmas Lights Annual Program	PAR_MA2301	859	Donna McCallum	LGFF/CCBF Grant	20,000			20,000	-	(20,000)	20,000	In Progress
Parks - EPK 62 - Mower Replacement	PAR_VE2401	660	Donna McCallum	LGFF/CCBF Grant	77,000			77,000	73,104	(3,896)	-	Completed
Parks - EPK61 - Mower Replacement	PAR_VE2402	775	Donna McCallum	LGFF/CCBF Grant	77,000			77,000	73,316	(3,684)	-	Completed
Parks - PK 10 - Replacement	PAR_VE2403	790	Donna McCallum	Capital Reserve	100,000			100,000	98,556	(1,444)	-	Completed
Parks - PK 60 - Dodge Ram 1500 - Replacement	PAR_VE2404	741	Donna McCallum	Capital Reserve	85,000			85,000	83,137	(1,863)	-	Completed
										-	-	
Capital Budget Total					7,014,000	472,000	1,461,650	8,947,650	5,685,656	(3,261,994)	2,922,200	



Request for Decision

To: Council

Staff Contact: Jamie Dugdale, Director of Infrastructure, Operations, and Development Services

Date Prepared: April 8, 2025

Meeting Date: May 7, 2025

SUBJECT: Notice of Intent to Annex Land from Wheatland County

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

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The annexation will support long-term financial sustainability by providing opportunities for increased economic development activities both in the Town and in Wheatland County.

SOCIAL SUSTAINABILITY:

The annexation will facilitate community development by providing land for a variety of housing forms and other community projects, enhancing the quality of life for residents both in Strathmore and in Wheatland County.

ENVIRONMENTAL SUSTAINABILITY:N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

N/A

ORGANIZATIONAL:

N/A

OPERATIONAL:

The annexation will require coordination between the Town and Wheatland County to ensure a smooth transition and integration of services.

FINANCIAL:

At this time, there are no financial implications other than the staff time needed to write this report.

POLICY:

The annexation aligns with the Town's strategic priorities and long-term planning goals. If the annexation process is successful, It will require updates to some existing policies and plans.

IMPLEMENTATION:

Upon approval, the Town will initiate the formal annexation process, which will include negotiations with Wheatland County and engagement with various stakeholders, the affected landowners, and community members.

BACKGROUND:

The Town of Strathmore is proposing to annex approximately three quarter sections of land on the existing west municipal boundary from Wheatland County. This annexation proposal has been requested by two landowners and aims to support long-term financial sustainability for the Town, as well as support economic development activities in the surrounding region. It will also provide increased housing choices in Strathmore.

KEY ISSUE(S)/CONCEPT(S):

- Expansion of the Town's boundaries to include approximately 350 acres of land for both residential and non residential development
- Support for economic development in the region and other community projects
- Coordination with Wheatland County for a seamless transition

DESIRED OUTCOMES:

- Provincial approval of the annexation proposal
- Successful integration of the annexed land into the Town's jurisdiction
- Enhanced economic and community development opportunities

COMMUNICATIONS:

The Town will communicate the annexation intent and process to all stakeholders, including Wheatland County, affected landowners, and the community, ensuring transparency and engagement throughout the process.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommendation.
2. Council may defeat the recommendation.
3. Council may provide further direction.

ATTACHMENTS:

[Attachment I: Notice of Intent Final April 30, 2025](#)

Kevin Scoble, Chief Administrative Officer

Approved
- 01 May
2025

IN THE MATTER OF THE MUNICIPAL GOVERNMENT ACT

R.S.A. 2000, c.M-26

AND IN THE MATTER OF THE PROPOSED ANNEXATION
BY THE TOWN OF STRATHMORE

NOTICE OF PROPOSED ANNEXATION

IN THE MATTER OF THE MUNICIPAL GOVERNMENT ACT
R.S.A. 2000, c.M-26
AND IN THE MATTER OF THE PROPOSED ANNEXATION
BY THE TOWN OF STRATHMORE

NOTICE OF PROPOSED ANNEXATION

TO: **Land and Property Rights Tribunal**
2nd Floor, Summerside Business Centre
1229-91 Street, SW
Edmonton, AB T6X 1E9

TO: **Wheatland County**
242006 Range Road 243
Wheatland County, AB T1P 2C4

TO: **Minister of Municipal Affairs**

TAKE NOTICE that pursuant to Section 116 of the Municipal Government Act, the Town of Strathmore hereby gives notice of its request for the annexation of the lands hereinafter described. This notice includes:

- (a) Authorization;
- (b) Description of the land proposed to be annexed by Strathmore;
- (c) List of local authorities that have been notified and other authorities that may be affected;
- (d) Reasons for the proposed annexation; and,
- (e) Proposals for the consultation with the public and meeting with owners of the land to be annexed.

This notice has been filed by:

THE TOWN OF STRATHMORE

Per: _____

1 Park Lane Drive
Strathmore, AB T1P 1K2

1. Authorization

On <<Date>>, the Council of the Town of Strathmore passed the following motion:

<<add motion wording>>

2. Description of Land Proposed to be Annexed to the Town of Strathmore

- (a) Schedule A: List of Legal Descriptions for Land within the Proposed Annexation Area
- (b) Schedule B: Proposed Annexation Area including Roads

3. Notifications

This Notice is being sent to the following local authorities:

- (a) Affected Local Authorities:

Wheatland County

Golden Hills School Division No. 15

Christ the Redeemer Separate Regional Division No. 3

- (b) Other Notifications:

Altalink Management Ltd.

Atco Gas

Atco Pipelines

Canada Post Corporations

Encana/Ovintiv

EPCOR

FORTIS Alberta

RCMP

SHAW Cablesystems

TELUS

Western Irrigation District

4. Reasons for the Proposed Annexation

Strathmore is proposing the annexation of just over three quarter sections of land from Wheatland County. This annexation will support non-residential development within the town and provide increased housing options in response to significant non-residential development in the surrounding sub-region. This notice of annexation is supported by two landowners who wish to be annexed into Strathmore's municipal boundary.

Background

Strathmore has seen steady growth over the last two decades and is positioned to experience accelerated growth in the coming years. As a town that has long been a thriving hub in Alberta, Strathmore has built a reputation for fostering community development while maintaining a high quality of life for its residents.

Historical Growth

Over the past 10 years, Strathmore has grown both in population and in economic activities. This growth has been supported by strategic planning and development initiatives aimed at enhancing the infrastructure and amenities of the Town. As a result, Strathmore has attracted a diverse range of businesses and residents, contributing to its overall prosperity and quality of life.

Projected Growth

Looking forward, Strathmore is expected to see an even faster rate of growth. The Town's strategic location and proactive development policies are set to attract more businesses and residents. This anticipated growth necessitates additional land to accommodate the increasing demand for non-residential and residential developments.

Rationale for Annexation

The proposed annexation of approximately three quarter sections from Wheatland County is essential to ensure the long-term financial sustainability of the Town. Below are the key reasons justifying the annexation:

- (a) Support for Non-Residential Development

Strathmore aims to use the annexed land to foster non-residential development, including commercial, industrial, and recreational projects. This development will bring numerous benefits to the Town, such as:

- creating new job opportunities for residents,
- diversifying the economic activities in the region,
- attracting investments from various industries, and
- addressing the need for more highway commercial lands due to the stagnation of many undeveloped lands and lack of action by some landowners.

(b) Increased Housing Options

Alongside non-residential development, the annexed land will be used to offer increased housing options. This is crucial to support the growing workforce that will be drawn by the new commercial and industrial opportunities in the surrounding county. Key benefits include:

- providing affordable housing options for new and existing residents,
- enhancing the overall quality of life by offering diverse housing options, and
- supporting sustainable community growth.

(c) Potential for Recreational Facilities

The annexed lands may also provide the opportunity for more recreational facilities that could benefit residents in both the County and the Town. This includes facilities like parks, sports complexes, and community centers which can improve the quality of life and foster community engagement.

(d) Community and Landowner Support

The Town brings this annexation proposal following input from the landowners who wish to be annexed. There is strong support from those directly affected by the annexation. Additionally, the community at large is expected to benefit from the enhanced development and increased housing options.

The landowners have expressed their desire to be annexed into Strathmore, recognizing the potential benefits of being within the Town's administrative boundaries. Their support is crucial as it demonstrates a willingness to align with the Town's growth strategies.

(e) Community Benefits

The broader community will also benefit from the annexation through improved infrastructure, increased job opportunities, and a more vibrant local economy. The expected growth will enhance the Town's services and amenities, making Strathmore an even more attractive place to live and work.

Conclusion

The annexation of just over three quarter sections from Wheatland County is a strategic move for Strathmore, ensuring the Town can accommodate its future growth and development. By supporting non-residential development and providing increased housing options, Strathmore is poised to enhance its economic prosperity and quality of life for its residents. The support from landowners further underscores the viability and necessity of this annexation.

Strathmore's proactive approach to growth and development, combined with the annexation, will position the Town for a prosperous future, attracting businesses, residents, and investments to the thriving community.

5. Proposals for Public Consultation

The Town intends to conduct the following specific initiatives to inform and consult with the owners of the land that is proposed to be annexed and with the public:

(a) Landowner One-on-One Meeting(s)

The Town will invite the owners of the lands that are proposed to be annexed from Wheatland County to the Town of Strathmore, as identified through Land Titles information, to attend a one-on-one meeting. The purpose of the one-on-one meeting will be to provide the owners with an opportunity to ask questions and provide input on the proposed annexation. The dates of the landowner one-on-one meeting will be determined through direct communication with the landowners.

(b) Public Information Sessions

The Town will host informal, come-and-go style information sessions to inform the public, mines and mineral rightsholders, other authorities and parties interested in the proposed annexation and to allow attendees an opportunity to ask questions and provide input. The

first information session is expected to be held after the landowner one-on-one meetings and therefore the date for the meetings is to be determined. The second information session is anticipated to be held after annexation negotiations have concluded.

The Town will advertise the location, date and time of the public information sessions in the local newspaper, on the Town's website and through social media.

(c) Website

The Town will host an annexation project webpage where all publicly available information will be posted for digital access and download. The webpage will be periodically updated. The Town will offer the webpage link for Wheatland County's use to redirect annexation inquiries to a single information source.

(d) Social/Media

The Town will use the following social media platforms to issue information:

- Meta (formerly Facebook)
- Instagram
- Other platforms as determined necessary

The Town will use the following traditional media to issue information related to the proposed annexation:

- Local print newspaper
- Local radio station

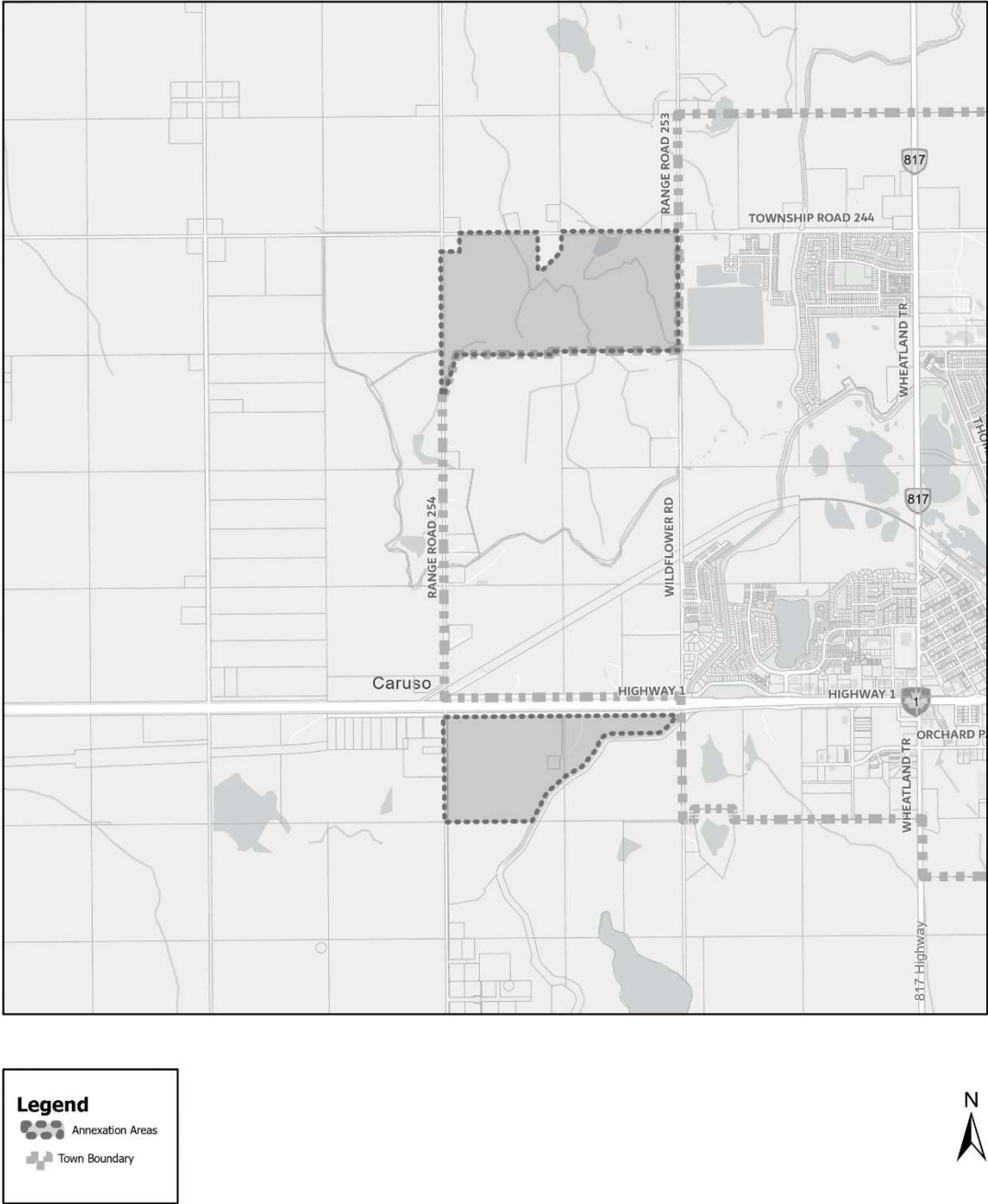
SCHEDULE A

List of Legal Descriptions for Lands within the Proposed Annexation Area

1. LOT 3, BLOCK 3, PLAN 061 2529, EXCEPTING THEREOUT ALL MINES AND MINERALS, AREA: 128.108 HECTARES (316.56 ACRES) MORE OR LESS.
2. THAT PORTION OF THE NORTHWEST QUARTER SECTION OF NINE (9) TOWNSHIP TWENTY-FOUR (24) RANGE TWENTY-FIVE (25) WEST OF THE FOURTH (4) MERIDIAN WHICH LIES SOUTH OF ROAD PLAN 8510132 AND NORTHWEST OF AREA 'H' ON PLAN 0212872. CONTAINING 54.453 HECTARES (134.56 ACRES) MORE OR LESS, EXCEPTING THEREOUT ALL MINES AND MINERALS AND THE RIGHT TO WORK THE SAME.
3. THAT PORTION OF THE NORTHEAST QUARTER OF SECTION NINE (9) TOWNSHIP TWENTY-FOUR (24) RANGE TWENTY-FIVE (25) WEST OF THE FOURTH (4) MERIDIAN WHICH LIES SOUTH OF SERVICE ROAD ON PLAN 8510132 AND NORTH OF AREA 'J' ON PLAN 0212872. CONTAINING 14.060 HECTARES (34.74 ACRES) MORE OR LESS, EXCEPTING THEREOUT ALL MINES AND MINERALS AND THE RIGHT TO WORK THE SAME.
4. BLOCK 1, PLAN 9210910, EXCEPTING THEREOUT ALL MINES AND MINERALS, AREA: 1.214 HECTARES (3 ACRES) MORE OR LESS

SCHEDULE B

Proposed Annexation Area Including Roads





Request for Decision

To: Council

Staff Contact: Claudette Thorhaug, Legislative Services Officer

Date Prepared: April 24, 2025

Meeting Date: May 7, 2025

SUBJECT: Returning Officer Appointment

RECOMMENDATION: THAT Council rescind Resolution No. 355.12.24:
 "THAT Council appoint Johnathan Strathdee as the Town of Strathmore's Returning Officer for the 2025 Municipal Election;
 AND THAT Council appoint Claudette Thorhaug as the Town of Strathmore's Substitute Returning Officer for the 2025 Municipal Election."

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

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

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

The next municipal general election will be held on October 20, 2025. Nominations for the general election open between January 1, 2025 and September 22, 2025.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

Council increased the Town's elections budget to \$150,000 during the 2025 budget process and the Returning Officer position was included.

POLICY:

These appointments align with the *Local Authorities Election Act* and Municipal Election Bylaw No. 24-18.

IMPLEMENTATION:

Administration will advise the Returning Officer accordingly.

BACKGROUND:

During the December 11, 2024 Regular Council Meeting, Council made the following motion:

Resolution No. 355.12.24

Moved by Councillor Peterson

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

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

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

AGAINST: None.

Administration requested that Council appoint a Returning Officer and a Substitute Returning Officer during the December 11, 2025 Regular Council Meeting as the positions required appointment before December 31, 2024. This was on a temporary basis as the Town would be posting a part-time Returning Officer position.

KEY ISSUE(S)/CONCEPT(S):

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

DESIRED OUTCOMES:

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

COMMUNICATIONS:

Administration will update the recommended Returning Officer accordingly.

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: 24-18 - Municipal Election Bylaw](#)

Veronica Anderson, Legislative Services Officer

Approved
- 25 Apr
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 28 Apr
2025

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

Approved
- 30 Apr
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 01 May
2025

**BYLAW NO. 24-18
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

BEING A BYLAW TO PROVIDE FOR MUNICIPAL ELECTIONS IN THE TOWN OF STRATHMORE.

WHEREAS the *Local Authorities Election Act*, RSA 2000, Chapter L-21, as amended (the "Act"), provides for the holding of local elections by municipalities;

AND WHEREAS pursuant to Sections 7 and 8 of the Municipal Government Act, R.S.A. c.M-26, Council may pass bylaws for municipal purposes that regulate matters affecting the safety, health and welfare of people and the protection of people and property, or in relation to people, activities and things in, on or near a public place that is open to the public;

NOW THEREFORE, the Municipal Council of the Town of Strathmore, in the Province of Alberta, duly assembled, **ENACTS AS FOLLOWS:**

1. PURPOSE AND TITLE

1.1 This Bylaw may be cited as the "Municipal Election Bylaw".

2. DEFINITIONS

Except as otherwise provided for in this Bylaw, the terms used in the Act, where used or referred to in this Bylaw, shall have the same meaning as defined or provided in the Act.

2.1 "Act" means the *Local Authorities Elections Act*, RSA 2000, c. L-21 and any amendments thereto.

2.2 "Advance Vote" means a vote taken before election day.

2.3 "Ballot" means the part of the Ballot Card on which is printed the office to be voted on, the names of the candidates, the bylaw name and number or the questions, if any, and containing the spaces in which the elector is to mark their vote;

2.4 "Ballot Account" means an account of ballots prepared in the form required by the Act.

- 2.5 "Ballot Box" means a container, in the form approved by the Returning Officer, intended to contain the voted Ballot Cards.
- 2.6 "Ballot Card" means a paper card, in the form approved by the Returning Officer, listing the Ballots to be voted on in the election.
- 2.7 "By-Election" means an election to fill a vacancy on a council other than at a general election, or a vote on a bylaw or question.
- 2.8 "Counting Centre" means the location as determined by the Returning Officer for the counting of ballots at the close of voting stations on election day.
- 2.9 "Election Signage" means temporary physical material, displayed for the purpose of promoting a Candidate and/or Political Party in connection with an Election.
- 2.10 "General Elections" means an election held for all the members of an elected authority to fill vacancies caused by the passage of time.
- 2.11 "Instructions to Electors" means the explicit directions for the elector to follow regarding how to complete the ballots, in the form approved by the Returning Officer.
- 2.12 "Permanent Electors Register" means the prescribed form on which the name of a person who has registered to vote is recorded.
- 2.13 "Portable Ballot Box" means a cardboard container in the form approved by the Returning Officer and intended for the use in the collection of voted Ballot Cards for special ballots, an Institutional Vote, Incapacitated Vote and Advance Vote.
- 2.14 "Presiding Deputy Returning Officer" means a deputy who has been appointed as a presiding deputy pursuant to the Act.
- 2.15 "Returning Officer" means a person appointed under the Act, and includes a person acting in the Returning Officer's place.
- 2.16 "Special Ballot" is a means for electors to cast a ballot, if they will not be able to vote during the advance polls or on polling day. It is a paper ballot that is requested by the elector, completed by the elector, and returned to the returning officer in the elector's electoral division by a set date and time.
- 2.17 "Substitute Returning Officer" means a person appointed under the Act who assumes the duties of the Returning Officer should the Returning Officer be unable to fulfill their duties due to illness or other absence.
- 2.18 "Voting Station(s)" means an area designated by the Returning Officer in a controlled access building and equipped for the counting of votes and the tabulation of election results.

3. ELECTION SIGNAGE

- 3.1 All municipal election signage must be in compliance with the Election Signage Bylaw No. 24-19.

4. RETURNING OFFICER

- 4.1 Council shall appoint, by resolution a Returning Officer and Substitute Returning Officer to conduct elections for the Town in accordance with the Act.
- 4.2 The Returning Officer is authorized to appoint the election officials they deem necessary for the fulfillment of election duties. The Returning Officer and the Substitute Returning Officer are authorized to further sub-delegate any duties necessary for the fulfillment of responsibilities assigned by this Bylaw or the Act.

5. NOMINATION FORM

- 5.1 The Returning Officer will receive nominations for candidates for the Town of Strathmore elections at the Municipal Office located at 1 Parklane Drive, Strathmore, AB T1P 1K2 within the time period identified in the Act.

6. NOMINATION FEES

- 6.1 Every Nomination Form for a candidate for the position as a member of Council for the Town of Strathmore shall be accompanied by a deposit of Two Hundred and Fifty Dollars (\$250.00).
- 6.2 A candidate's deposit will be returned to them in accordance with Section 30 of the Act.

7. ADVANCE VOTING

- 7.1 The Returning Officer shall establish the number of Advance Voting Stations the Returning Officer considers necessary.
- 7.2 In accordance with the Act, the Returning Officer will determine the days and hours when an Advance Vote will be held.

8. INSTITUTIONAL VOTING STATIONS

- 8.1 The elected authority by resolution has the ability to establish the location of one or more Institutional Voting Stations for an election.
- 8.2 For the purpose of conducting Institutional Voting, the Returning Officer shall designate the time(s) on an advance voting day during which the votes in the institutions shall be taken and may appoint the deputies necessary for the taking of the Institutional Votes.

9. INCAPACITATED ELECTORS

- 9.1 The Town may provide for the attendance of two (2) deputies at a residence of an elector, during the hour an advance voting station of an election is open, in order to take the vote(s) of an elector who, because of physical incapacity or mobility limitation is unable to attend a voting station or an advance voting station to vote.

10. PERMANENT ELECTORS REGISTER

- 10.1 The Returning Officer must prepare a permanent electors register of residents in the Town who are entitled to vote in elections.
- 10.2 The Returning Officer may:
 - 10.2.1 Compile or revise the permanent electors register manually or by means of any computer-based system; and
 - 10.2.2 Keep the permanent electors register in printed form or may store it in any computer-based system or any other information storage device that is capable of reproducing any required information in legible printed form within a reasonable time.
- 10.3 The Returning Officer must enter into an agreement with the Chief Electoral Officer to:
 - 10.3.1 Receive from the Chief Electoral Officer information that will assist the Returning Officer in compiling or revising the permanent electors register; and
 - 10.3.2 Provide to the Chief Electoral Officer information that will assist the Chief Electoral Officer in preparing or revising information for the purpose of compiling or revising the register of electors as prescribed in the Act.

11. VOTING HOURS

- 11.1 Every Voting Station shall be kept open continuously on Election Day from 10:00 a.m. to 8:00 p.m.

12. BALLOT CARD

- 12.1 Following nomination day, the Returning Officer shall cause sufficient Ballot Cards for the election to be printed.
- 12.2 The Returning Officer must establish the form of ballot for each election, including the colour they will be differentiated by, or any other means of differentiating, for the following offices:
- a. candidates for the office of the Mayor;
 - b. candidates for the office of Councillor;
 - c. candidates for the office of public school board trustee, or separate school trustees if the elections are held in conjunction with elections for public or sperate school board offices;
 - d. bylaw/question(s);
 - e. any other offices as may be specified or required by the Act or any other applicable legislation.
- 12.3 Unless otherwise provided for by a resolution of Town Council, the Ballot Card for a vote on a bylaw or a question shall generally be in the following form:
- a. in the case of bylaw:
"Are you in favour of Bylaw No. [#, title of bylaw]?"

Yes ☐
No ☐

(Mark only "yes "or "no")"

A copy of the text of the Bylaw shall be posted in at least one (1) conspicuous place at each Voting Station;

- b. in the case of the question, a short statement of the question, followed by:

"Are you in favour of the above proposed resolution?"

Yes ☐

No ☐

(Mark only "yes" or "no")"

13. SPECIAL BALLOT PACKAGE

13.1 An eligible elector may apply to the Returning Officer for a special ballot package:

- a. in writing;
- b. by telephone;
- c. in person;
- d. by mail; or
- e. by email.

13.2 An eligible elector must submit their application for a special ballot package:

13.2.1 For a general election, between August 1st of the year in which they general election is held and 4:00 p.m. seven (7) days prior to the date of the general election; and

13.2.2 For any other election or a vote on a bylaw or question in accordance with the application periods stated in the resolution finalizing the date of the election.

13.3 To be valid, the outer envelope and enclosed special ballot(s) must be received by the Returning Officer by 4:30 p.m. on the Friday immediately preceding election day.

14. PRE-VOTE PROCEDURE

14.1 Procedure at the Voting Station:

- a. the Returning Officer will ensure all Polling Station Officers are familiar with rules and procedures.
- b. The Returning Officer will ensure all required voting material is on hand and prepared.

15. VOTING PROCEDURE

- 15.1 Every person who attends at a voting station for the purpose of voting:
 - 15.1.1 Must be on the permanent elector register and show the required identification as prescribed in the Act, or
 - 15.1.2 make the statement of elector eligibility in the prescribed form and produce the required identification as prescribed in the Act.
- 15.2 If the address on the required identification for a person wishing to vote is incorrect, and elector on the permanent electors register can validate the address for the person.
- 15.3 Every elector eligible to vote shall be given the Ballot Card(s) that the elector is eligible to receive and that has been initialed by a deputy
- 15.4 A copy of the Instructions for Electors shall be posted at each voting compartment in each voting station and at conspicuous locations within the voting stations. The Instructions for Electors shall remain posted until the close of the voting station.
- 15.5 Once permitted to vote, the elector shall be given the appropriate ballot(s) to vote in accordance with the process prescribed in the Act.
- 15.6 While the elector is in the voting compartment, the elector shall mark the ballot(s) only with the marking device provided, by filling in the space designated for a vote adjacent to the candidate's name or, where there is more than one vacancy, the candidates of their choice. Where the ballot includes a bylaw or question, the elector shall mark their vote within the portion of the Ballot containing the affirmative or negative, whichever way they decide to vote.
- 15.7 After the elector has finished marking the Ballot Card and has completed their voting, they shall deposit their ballot(s) into the ballot box and immediately leave the voting station.
- 15.8 The voting procedure prescribed in this Bylaw shall, during an Advance Vote, an Institutional Vote, and an Incapacitated Vote, as far as is practicable, apply and may be modified as necessary upon the direction of the Returning Officer.
- 15.9 Each elector shall follow the voting procedures as set out in this Bylaw and as posted in the Voting Station, and upon the deposit of their Ballot Card into the Ballot Box, the elector shall leave the Voting Station.

16. POST-VOTE PROCEDURES

- 16.1 A returning officer may designate a single location as a counting centre. Should a counting centre be designated, the returning officer must notify all affected candidates, official agents, and scrutineers of the location of the counting centre.
- 16.2 The portable Ballot Boxes used for special ballots as well as votes in the Advance Vote, Incapacitated Vote and the Institutional Vote, shall be sealed upon the completion of the vote in which they are used. The Returning Officer may count the special ballot box, advance vote ballot box, and institutional vote ballot box no earlier than 7:30 p.m. on election day.
- 16.3 At the close of the Voting Station on election day, or as soon thereafter as is reasonably possible, the Returning Officer shall receive all Ballot Boxes and the Portable Ballot Boxes for the tabulation of results.
- 16.4 The Returning Officer shall:
- a. secure the Ballot Box(es) from receiving any more ballots;
 - b. deliver the ballot boxes to the counting station; and
 - c. arrange for ballots at the counting station to be counted and complete all registries as prescribed in the Act.
- 16.5 The Returning Officer may direct that the sealed Portable Ballot Boxes be brought to the Voting Station where they remain sealed until they are opened for the counting of Ballots, and may make any other direction they deem necessary for the storage and disposition of the Portable Ballot Boxes.

17. GENERAL

- 17.1 After the tabulation of voting results, the Ballot Boxes shall be retained and stored as directed by the Returning Officer.

18. SEVERABILITY

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

19. REPEAL

19.1 Bylaw No. 21-18 is hereby repealed.

20. ENACTMENT

20.1 This Bylaw comes into full force and effect upon third and final reading.

READ A FIRST TIME THIS 11th day of December, 2024.

READ A SECOND TIME THIS 11th day of December, 2024.

READ A THIRD AND FINAL TIME THIS 11th day of December, 2024.



MAYOR



DIRECTOR OF STRATEGIC,
ADMINISTRATIVE, AND FINANCIAL SERVICES



Report for Council

To: Council

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

Date Prepared: April 21, 2025

Meeting Date: May 7, 2025

SUBJECT: 2026 Capital and Operating Budget Timelines

RECOMMENDATION: Information for Council.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

Building a highly accurate, realistic, and achievable multi-year budget allows Council to develop long-term financial strategies that allows it to generate predictable and stable tax revenue, manage debt and expenditures, build adequate reserves, and plan for the future to support with the delivery of Council's Strategic Plan.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

N/A

ORGANIZATIONAL:

The 2026 Budget Guidelines allows staff to plan for the development of the 2026 budget in a timely and efficient manner.

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

Administration will be updating the Budget Policy in the coming months.

IMPLEMENTATION:

2025 Budget Timelines will be shared with the Town's Leadership Team following this meeting. Next steps include Budget Instruction Memo distribution, staff budget software refresher training, and asset management training to align the 2026 Budget preparation with the Town's overall Asset Management Plan.

BACKGROUND:

Last year, we provided the proposed timelines to Council for information so that Council was aware of the process that Administration was planning to undertake in regards to developing Council's budget. This is the opportunity for Council to ensure that the proposed process meets Council's needs moving forward.

KEY ISSUE(S)/CONCEPT(S):

For Council to receive this report for information.

DESIRED OUTCOMES:

A successful budget process that produces an accurate and reliable fiscal plan for 2026 and beyond.

COMMUNICATIONS:

The Budget Timelines will be communicated to staff throughout the organization and public as indicated in the timelines.

ALTERNATIVE ACTIONS/MOTIONS:

For information only.

ATTACHMENTS:

[Attachment I: 2026 Budget Timeline](#)

Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

Approved
- 02 May
2025

Leana Ashbacher, Senior Manager of Financial Services

Approved
- 02 May
2025

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

Approved
- 02 May
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 02 May
2025

Page 255 of 266

WHEATLAND HOUSING MANAGEMENT BODY REGULAR MEETING March 20, 2025

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2nd Street, Strathmore, Alberta on Thursday, March 20, 2025, at 7:00pm.

Board Members Present:

Wheatland County	G. Koester ~ <i>Board Chair</i>
Hospice Society	K. Clayton
Town of Strathmore	D. Peterson
Town of Strathmore	R. Wegener
Village of Hussar	L. Schultz
Village of Rockyford	L. Smith
Village of Standard	M. Gauthier
Wheatland County	R. Laursen
Wheatland County	D. Wakelam

Attendees Present:

CAO	V. Cook
Financial Services/Payroll Manager	C. Hickey ~ <i>Recording Secretary</i>
Lodge Manager	C. Shworak
Maintenance Supervisor	P. Neufeld
Social Housing Manager	R. Beveridge

Absent:

Strathmore Lions Club	Member TBD
Member At Large	J. Aschenbrenner

Guest in Gallery

Board Chair, **KOESTER**, called the meeting to order at 6:58PM.

Read Mission Statement & Vision Statement

Agenda Additions

G.2.d) Proposal from Westview Consulting for Reserve Fund Study

J. Closed Session ~ Board Relations

RESOLUTION 45-03-01
Agenda

CLAYTON MOVED to approve the agenda as amended.

- Carried Unanimously.

Welcome Gregory Harriman and Associates ~ Erin Gregory

- Presentation on the 2024 Audited Financial Statements

Closed Session

- Management Letter re: Audit

Guest in Gallery Exit

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
March 20, 2025**

RESOLUTION 45-03-02
Enter Closed Session

LAURSEN MOVED to enter closed session at 7:11PM.

- Carried Unanimously.

RESOLUTION 45-03-03
Exit Closed Session

LAURSEN MOVED to exit closed session at 7:13PM.

- Carried Unanimously.

Guest in Gallery Enters

Audited Financial Statements will be uploaded to WHMBs website and emailed to CAOS of Municipalities

RESOLUTION 45-03-04
2024 Audited Financial
Statements

PEDERSON MOVED to approve the Audited Financial Statements for year ended December 31, 2024.

- Carried Unanimously.

Erin Gregory Exits at 7:19pm

Consent Agenda

- Regular Board Meeting Minutes – February 20, 2025
- Board Resolution Action
- Financial Reports – Lodge & Social Housing – January 2025
- Maintenance Reports – Lodge & Social Housing – February 2025
- Social Housing Manager Report
- Lodge Manager Report
- CAO Report
- Committee Reports ~ N/A

WAKELAM requests to remove the Lodge Managers Report for review

RESOLUTION 45-03-05
Consent Agenda

PETERSON MOVED to approve the Consent Agenda; as amended.

- Carried Unanimously.

Lodge Managers Report

- Wakelam requests information on WHMB Accommodation Licence
 - Was all resident policies in place and current for accommodations?
 - Resident policies are in place and current as per last reviewed
 - Accommodations did not ask for copies of resident policies; however, current policies were successfully reviewed when Operational Review took place in August 2024

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
March 20, 2025**

- *No corrections made to the "Lodge Manager Report" as this was a request for information and no motion for change was requested*

**RESOLUTION 45-03-06
Lodge Manager Report**

WAKELAM MOVED to approve the Lodge Manager Report as presented.

- Carried Unanimously.

Old Business

Social Housing

Lodge

Ratification of Motion to elect WHMB's Member at Large

- Vickey read aloud "What is Ratification? ~ Ratification is the formal approval of a decision, action, or motion that has already been made or taken, usually without the required formal process (such as a vote or quorum) at the time. It essentially validates a decision or action that the board wants to make official."
- Vote to accept Jill Aschenbrenner as WHMBs Member at Large was done via email vote. This is to ratify and make official.
- Jill's orientation will be with Vickey on March 27, 2025

**RESOLUTION 45-03-07
Ratification of Email Vote**

GAUTHIER MOVED to accept Jill Aschenbrenner as Wheatland Housing Management Body's Member at Large.

- *One Opposed*
- Carried.

Lions Club Board Member

- Have not yet heard who the new board member from the Strathmore Lions' Club will be. Vickey has sent email, made phone calls and left voicemails and have not received a response.
 - Keith will look into further

Review revised policy ~ Privacy of Zoom and Recorded Board Meetings

- Policy was addressed at the previous meeting for corrections
- Corrections have been made
- Discussions on policy
- Is it ok to destroy recordings? Re: FOIP
 - Typed meeting minutes are the record; recordings are not the record
 - Cannot destroy the typed meeting minutes
 - It is not a requirement to record board meetings. Is for administrative purposes only

**RESOLUTION 45-03-08
Policy Approval**

LAURSEN MOVED to accept the Privacy of Zoom and Recorded Board Meetings Policy as presented.

- *One Opposed*
- Carried.

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
March 20, 2025**

Review revised policy ~ Distribution of Board Meeting Minutes and Yearly Budgets

- Policy was address at the previous meeting for corrections

**RESOLUTION 45-03-09
Policy Approval**

PETERSON MOVED to accept the Distribution of Board Meeting Minutes and Yearly Budgets as presented.

- Carried Unanimously.

New Business

Social Housing

Lodge

Email Voting Policy

- Policy came up due to Member at Large vote via email and ratification at todays board meeting
- WHMB used to have this policy, however when policies were reviewed by previous board members on the Policy Committee it was decided that policy was not required and was removed
 - Should WHMB address and add again
- Has been used very limited times in many years and is not abused by this Board
- Board only meets once a month and would be good to email vote in the event of an emergency or something that needs to be decided immediately
 - Then a special meeting does not need to be called just for a vote
 - Would be ratified at the following board meeting
- Discussion on examples of what "Routine matters" would be in relation to 2.1 in the draft policy

WEGNER calls for a recorded vote

**RESOLUTION 45-03-10
Policy Approval**

CLAYTON MOVED to accept the Email Voting Policy as presented.

- Koester – In Favor
 - Clayton – In Favor
 - Peterson – In Favor
 - Wegener – In Favor
 - Schultz – In Favor
 - Smith – In Favor
 - Gauthier – In Favor
 - Laursen – In Favor
 - Wakelam – In Favor
- Carried Unanimously.

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
March 20, 2025**

Succession Planning Policy

- Discussion on Succession Planning Policy and noted amendments

Discussion on Policies and Procedures in general

- Does there need to be so many policies
 - Are all policies necessary
 - Difference between policy and actual business
- Can we get direction from someone, such as Housing Adviser, on policies and requirements
 - Vickey to discuss with Valerie Puttick, Housing Adviser

GAUTHIER calls for a recorded vote

**RESOLUTION 45-03-11
Policy Approval**

PETERSON MOVED to accept the Succession Planning Policy; as amended.

- Koester – In Favor
- Clayton – In Favor
- Peterson – In Favor
- Wegener – In Favor
- Schultz – In Favor
- Smith – In Favor
- Gauthier – In Favor
- Laursen – In Favor
- Wakelam – In Favor
- Carried Unanimously.

Municipal Requisition re: 2024 Operation Deficit

- Hand out given for review and discussion
- Request for the “Provincial 2025 Equalized Assessment Report” be emailed to all board members
- Once approved, send signed letters via email to CAOs and by regular mail

**RESOLUTION 45-03-12
Municipal Requisition**

WEGENER MOVED to approve the 2025 Municipal Requisition re: 2024 Operation Deficit as presented.

- Carried Unanimously.

Agenda Addition

Proposal from Westview Consulting for Reserve Fund Study

- Hand out given. Received after Agenda was sent out
- Goal was to have done prior to Strategic Plan, however will not make that deadline
 - Can give to TSI for final report as an addendum
- Quote is for \$5,200.00

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
March 20, 2025**

RESOLUTION 45-03-13
Westview Consulting

CLAYTON MOVED to accept the quote from Westview Consulting regarding Reserve Fund Study as presented.

- Carried Unanimously.

Chair Report – verbal

- Received RBC docusign and completed
- Went to the RMA Convention
 - Resolution Wheatland County put forward regarding the reconstruction of housing management board was lost
 - Saw a presentation from Rural Development Network ~ helping not for profit with determining affordable housing needs
 - Free government service
 - Could approach regarding doing a study on current lodge which could use to present on what WHMB would do with this current building
 - Will get information and bring back to next meeting
- Minister Nixon will be taking over continuing care from AHS

RESOLUTION 45-03-14
Rural Development Network

SMITH MOVED to have Board Chair move forward with study on current lodge if at no cost (\$0.00); if at a cost, can bring back to next meeting to ratify.

- Carried Unanimously.

RESOLUTION 45-03-15
Chair Report

KOESTER MOVED to accept the Chair Report as information.

- Carried Unanimously.

Action Plan

Governance Review – Incomplete Action Plan Update

- Annual Report - Vickey has been working on and will send to Rick to collaborate on next week
 - Will include the 2024 Audited Financial Statements
- Formation of a Foundation
 - Asked Jill Aschenbrenner if she would be interested. Does not have much experience in, but willing to learn
 - The Town has people with skill in foundations that may be able to assist
 - Would it be beneficial to create an Ad hoc Committee of experts in the community using the competency framework to move foundation forward?
 - Could possibly fund with support from the municipalities

RESOLUTION 45-03-16
Action Plan

LAURSEN MOVED to accept the Action Plan as information.

- Carried Unanimously.

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
March 20, 2025**

Agenda Addition

Closed Session

- Board Relations

**RESOLUTION 45-03-17
Enter Closed Session**

GAUTHIER MOVED to enter closed session at 8:13PM.

- Carried Unanimously.

**RESOLUTION 45-03-18
Exit Closed Session**

WEGENER MOVED to exit closed session at 9:07PM.

- Carried Unanimously.

GAUTHIER calls for a recorded votes

**RESOLUTION 45-03-19
Rescind Motion**

SMITH MOVED to rescind Resolution 45-01-14 regarding 2025 ASCHA Convention attendees.

- Koester – In Favor
- Clayton – In Favor
- Peterson – In Favor
- Wegener – In Favor
- Schultz – In Favor
- Smith – In Favor
- Gauthier – In Favor
- Laursen – In Favor
- Wakelam – Opposed

- Carried.

**RESOLUTION 45-03-20
ASCHA Attendees**

GAUTHIER MOVED to send Glenn Koester, Leah Smith, Rita Beveridge, Chrystal Hickey and Christi Shworak to the 2025 ASCHA Convention.

- Koester – In Favor
- Clayton – Opposed
- Peterson – In Favor
- Wegener – Opposed
- Schultz – In Favor
- Smith – In Favor
- Gauthier – In Favor
- Laursen – In Favor
- Wakelam – Opposed

- Carried.

Social Housing/Affordable Housing

- Keith would like to investigate a plan to increase Social Housing / Affordable Housing initiatives

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
March 20, 2025**

Important Dates

Next Meeting Date

April 17, 2025

Following Meeting Dates


May 15, 2025

June 19, 2025

**RESOLUTION 45-03-21
Adjournment**

SMITH MOVED the meeting adjourn at 9:30PM.

- Carried Unanimously.


Chair
Recording Secretary



NOTICE OF MOTION

Date: April 23, 2025

Meeting Date: May 07, 2025

SUBMITTED BY: Councillor Melissa Langmaid

SUBJECT: Land Use Bylaw Amendment – Child Care Services

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

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

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

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

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

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

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

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

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

Veronica Anderson

From: Andrea Gawin <andrea@faims.org>
Sent: April 16, 2025 11:52 AM
To: LegServ Admin
Subject: FW: Request for Proclamation
Attachments: CDS professional proclamation AB.png

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

Good afternoon,

My name is Andi Gawin, I am a resident of Strathmore and employee of the Foothills Advocacy in Motion Society (FAIM).

FAIM is a non-profit organization, whose mandate is supporting individuals with disabilities to live and work in their community. FAIM has been in existence since 1980 and opened its doors in Strathmore in 2009.

As you may know, May 19-25, 2025, has been proclaimed by the Minister of Seniors, Community and Social Services as Community Disability Services Professional Appreciation Week. We would like to inquire as to if the town of Strathmore may also issue a proclamation in recognition of this week.

We look forward to the citizens of Strathmore joining FAIM in our appreciation of the great people who make up the Disability Support Professionals in our sector.

I have attached the proclamation from Minister Jason Nixon for your review and consideration.

Respectfully,



Andi Gawin - RSW

Director of Client Services



Foothills Advocacy In Motion Society
(FAIM)

239B 3rd Ave, Strathmore, AB, T1P 1K3

Phone: 403-934-4888 ext. 1230

Cell : 403 463 4632

www.faims.org

***After Hours Emergency On-Call: Mon-Fri 4pm-8am & Weekends Phone: 1-833-570-7961**

Interested in making a donation? click [here](#).

126 - 9 Ave SE	325 Woodgate Rd.	239B - 3rd Ave	203 - 28 Gateway Dr NE
High River, AB T1V 1E7	Okotoks, AB T1S 2A5	Strathmore, AB T1P 1K3	Airdrie, AB T4B 0J6
Phone: (403) 652-4161	Phone: (403) 995-0554	Phone: (403) 934-4888	Phone: (587) 820-2564
Fax: (403) 652-4679	Fax: (403) 652 4679	Fax: (403) 934-4822	Fax: (403) 652-4679

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ALBERTA

SENIORS, COMMUNITY AND SOCIAL SERVICES
Office of the Minister

Ministerial Order No. 2024-005

WHEREAS, pursuant to section 3(1)(b) of the *Special Days Act*, a Minister may declare a week as a special week, and name it accordingly, if the week is not otherwise recognized, declared or observed by or under any other enactment;

AND WHEREAS over 15,000 people are employed in the Community Disability Services sector in the Province of Alberta;

AND WHEREAS having a disability is often isolating for individuals, it is crucial we support this sector and its employees to make sure every Albertan is given the opportunity to live rich, meaningful lives in their communities through access to services;

AND WHEREAS disability services workers are valued for the positive impact their work has on the lives of people with disabilities and their families;

AND WHEREAS the Province of Alberta recognizes the important work of the Alberta Disability Workers Association for its advocacy in raising awareness among Albertans of this essential workforce.

I, JASON NIXON, Minister of Seniors, Community and Social Services, pursuant to section 3(1)(b) of the *Special Days Act*, hereby declare the week commencing on the third Monday of May and concluding on the following Sunday as Community Disability Services Professional Appreciation Week in the Province of Alberta.

DATED this 24 day of MARCH, 2024.



Jason Nixon
Minister of Seniors, Community and Social Services