

AGENDA
REGULAR COUNCIL MEETING
Wednesday, December 4, 2024 @ 6:00 PM
Council Chambers, 1 Parklane Drive, Strathmore AB

Page

1. CALL TO ORDER

- 1.1. Traditional Land Acknowledgement for the First Meeting in December
(Niistaakiisom)

2. CONFIRMATION OF AGENDA

3. PUBLIC HEARING

4. PUBLIC COMMENTS

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

5. DELEGATIONS

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

- 5.1. Delegation – Strathmore Legion #10 3 - 7
[Agenda Item - AIR-24-247 - Pdf](#)

- 5.2. Delegation – Strathmore Handi-Bus 8 - 12
[Agenda Item - AIR-24-257 - Pdf](#)

6. CLOSED MEETING

- 6.1. Intergovernmental Relations – Disclosure harmful to intergovernmental relations – FOIP S.21 (1)(b)
- 6.2. Council/CAO Dialogue – Advice from officials – FOIP S.24 (1)(b)(i)

7. CONSENT AGENDA

- 8.1 Regular Council Meeting Minutes – November 19, 2024
- 8.2 Regular Council Meeting Minutes – November 20, 2024
- 8.3 Regular Council Meeting Minutes – November 27, 2024
- 9.3 Corporate Strategic Plan & Financial Plan Quarterly Report – Q3 2024
- 9.4 Local Growth and Sustainability Grant Application
- 9.5 Alberta Wildland Urban Interface (WUI) Program – Expression of Interest
- 9.6 Alberta Municipalities Energy Program – 2027 Natural Gas Agreement (NatGas+)
- 11.2.1 WHMB Signed Minutes – October 17, 2024

8. CONFIRMATION OF MINUTES

- | | | |
|------|---|---------|
| 8.1. | Regular Council Meeting Minutes – November 19, 2024
Agenda Item - AIR-24-241 - Pdf | 13 - 31 |
| 8.2. | Regular Council Meeting Minutes – November 20, 2024
Agenda Item - AIR-24-251 - Pdf | 32 - 42 |
| 8.3. | Regular Council Meeting Minutes – November 27, 2024
Agenda Item - AIR-24-252 - Pdf | 43 - 50 |

9. BUSINESS

- | | | |
|------|--|-----------|
| 9.1. | 2025 Proposed Operating & Capital Budget
Agenda Item - AIR-24-255 - Pdf | 51 - 71 |
| 9.2. | Council Meeting Schedule Amendment – December 2024 Meetings
Agenda Item - AIR-24-253 - Pdf | 72 - 77 |
| 9.3. | Corporate Strategic Plan & Financial Plan Quarterly Report – Q3 2024
Agenda Item - AIR-24-228 - Pdf | 78 - 103 |
| 9.4. | Local Growth and Sustainability Grant Application
Agenda Item - AIR-24-254 - Pdf | 104 - 107 |
| 9.5. | Alberta Wildland Urban Interface (WUI) Program – Expression of Interest
Agenda Item - AIR-24-248 - Pdf | 108 - 119 |
| 9.6. | Alberta Municipalities Energy Program – 2027 Natural Gas Agreement (NatGas+)
Agenda Item - AIR-24-250 - Pdf | 120 - 132 |

10. BYLAWS

11. COUNCILLOR INFORMATION & INQUIRIES

- | | | |
|---------|--|-----------|
| 11.1. | QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS | |
| 11.2. | BOARD AND COMMITTEE REPORTS | |
| 11.2.1. | WHMB Signed Minutes – October 17, 2024
WHMB Signed Minutes – October 17, 2024 | 133 - 137 |
| 11.3. | QUESTION AND ANSWER PERIOD | |
| 11.4. | ADMINISTRATIVE INQUIRIES | |
| 11.5. | NOTICES OF MOTION | |

12. CORRESPONDENCE

13. ADJOURNMENT



Request for Further Direction

To: Council

Staff Contact: Claudette Thorhaug, Legislative Services Officer

Date Prepared: November 6, 2024

Meeting Date: December 4, 2024

SUBJECT: Delegation - Strathmore Legion #10

RECOMMENDATION: Information for Council.

STRATEGIC PRIORITIES:



Affordable
Housing



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 Committee of a Whole Meeting as a delegation to present an item to Town Council for consideration. Those interested can fill out the [Delegation Request Form](#).

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Donovan Arnaud (President) from the Strathmore Legion #10 will be in attendance to request support for two painted crosswalks at the intersection of Second Avenue and Third Street. The crosswalk would be painted in legion colors.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

The Legion is requesting to have two crosswalks painted at the intersection of Second Avenue and Third Street. The request is to have one crosswalk painted on the south side and the second painted on the west side of the intersection.

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

Information for Council.

ATTACHMENTS:

[Attachment I: Strathmore Legion #10 Delegation Request Form Redacted](#)

Veronica Anderson, Legislative Services Officer

Approved
- 22 Nov
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 26 Nov
2024

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

Approved
- 26 Nov
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 28 Nov
2024

From: noreply@esolutionsgroup.ca
To: [LegServ Admin](#)
Subject: New Response Completed for Delegation Request Form
Date: November 18, 2024 12:00:58 PM

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 Monday November 18th 2024 11:57 AM with reference number 2024-11-18-001.

- **Applicants Name**
Donovan Arnaud
- **Meeting date requested (day/month/year)**
4/12/2024
- **Applicant's phone number**
FOIP, Sec. 17
- **Applicant's email address**
FOIP, Sec. 17
- **Applicant's Address** -
FOIP, Sec. 17
- **Please list the name and title of the individuals that will be presenting to Council in the space provided.**
Donovan Arnaud
President
Royal Canadian Legion
Strathmore AB
- **Please select the purpose of your presentation.**
Request for Support
- **Please provide a brief summary regarding your delegation in the space provided.**
I will be requesting that a crosswalk in dedicated Legion colours be established on 2nd avenue in front of the Legion Branch.

- **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]



Request for Decision

To: Council

Staff Contact: Johnathan Stratthdee, Manager of Legislative Services

Date Prepared: November 28, 2024

Meeting Date: December 4, 2024

SUBJECT: Delegation - Strathmore Handi-Bus

RECOMMENDATION: THAT Council waive section 27.1 of Council Procedure Bylaw No. 23-17 for the purpose of hearing a second delegation from Handi-Bus within a 6 month period, in accordance with section 4.5 of Bylaw No. 23-17.

STRATEGIC PRIORITIES:



Affordable
Housing



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 [Delegation Request Form](#).

SUSTAINABILITY

IMPLICATIONS OF RECOMMENDATION:

BACKGROUND:

Mark Gibeau from Strathmore Handi-Bus will be in attendance to discuss a recent service level change decision made by the Strathmore Handi-Bus.

During the November 20th Regular Council Meeting, Council approved the new Strathmore Handi-Bus Memorandum of Understanding.

THAT Council approve the Strathmore Handi-Bus Memorandum of Understanding as presented in Attachment I, and authorize the Mayor and CAO to execute the same.

KEY ISSUE(S)/CONCEPT(S):

DESIRED OUTCOMES:

COMMUNICATIONS:

ALTERNATIVE ACTIONS/MOTIONS:

ATTACHMENTS:

[Attachment I: MOU Handi-Bus Association 2024 November 20, 2024](#)

Johnathan Strathdee, Manager of Legislative Services

Approved
- 29 Nov
2024

MEMORANDUM OF UNDERSTANDING

THIS MOU, made in duplicate, as of the ____ day of _____, 20__.

BETWEEN:

THE TOWN OF STRATHMORE

a municipality pursuant to the Municipal Government Act, RSA 2000, c M-26
having its office at #1 Parklane Drive, Strathmore, Alberta
(the “Town”)

- AND -

THE STRATHMORE HANDI-BUS ASSOCIATION

an organization incorporated pursuant to the *Societies Act* (Alberta)
having its office at PO Box 2533 Station Main
Strathmore, Alberta
(the “Association”)

BACKGROUND

WHEREAS the Town desires a formal Memorandum of Understanding to be signed between the Town and the Association to assist in the funding of the Association.

AND WHEREAS the Town and Association have agreed to an annual funding arrangement for a two-year term (the “Term”) beginning January 1, 2025, and ending December 31, 2026, whereby the Town will provide the Association funding to assist the Association with maintaining its operations in Wheatland County and the Town of Strathmore.

AND WHEREAS the intent of this arrangement is that the Town provide funding to assist with the operating losses of the Association and that the Association be responsible for ensuring that there is an adequate number of vehicles to serve the communities of Strathmore and Wheatland County. For greater clarity, operating deficit (the “Operating Deficit”) shall mean all employee expenses and all vehicle and other operating expenses, except for the purchase cost of vehicles and the amounts expensed for depreciation, less operational revenue of the fees from patrons. Interest earned on the Association's savings, donations from the public and any other incidental revenues are for the use of the Association towards the purchase of vehicles as the Association's board of directors sees fit. At its sole discretion the Town may contribute towards vehicle purchases if funding cannot be generated by the Association as described.

AND WHEREAS the Town is the registered owner of lands (the “Lands”) on which the Handi-Bus building (the “Bus Barn”) is located.

IN CONSIDERATION of the mutual covenants and agreements contained within this agreement to be respectively observed and performed by the parties, the Town and the Association hereby agree as follows:

TOWN OBLIGATIONS

1. The Town shall commit to the following two-year annual funding commitments, to be paid to the Association pursuant to the follow terms:

- 1.1. Funding in the amount of one hundred ninety-eight thousand, two hundred dollars (\$198,200.00) in 2025, to be increased by two percent (2%) in 2026, resulting in two hundred two thousand, one hundred sixty-four dollars (\$202,164.00) (the "Funding Amount").
- 1.2. The Funding Amount is to be used for the operations of the Association, with any surplus after the Operating Deficit to be returned to the Town, to a maximum of the Funding Amount, annually.
- 1.3. Payments in an amount equal to one quarter (1/4) of the Funding Amount shall be made by the Town to the Association, on a quarterly basis, on or before January 31st, April 30th, July 31st and October 31st of each year throughout the Term.

The funding commitment set out this Agreement is contingent upon the Town's Council approving such commitment in the Town's annual budget.

2. In the event that the Lands are sold by the Town:

- 2.1. The Town shall pay to the Association the full value of the Bus Barn within 30 days of the completion of the sale. The value of the Bus Barn will be determined by an appraisal to be completed by a mutually agreed upon appraiser, at the expense of both Parties.
- 2.2. The Town shall provide 90 days' written notice to the Association prior the Bus Barn no longer being available for the housing of the Association's vehicles.

ASSOCIATION OBLIGATIONS

3. The Association shall commit to the following for the Term of this Agreement:

- 3.1. Provide an effective Handi-Bus service to meet the needs of the residents within the geographic boundaries of Wheatland County and the Town of Strathmore, as determined by the Handi-Bus Association board of directors. The Association is responsible for all operations and will maintain a financially sustainable organization to the extent that is within its control.
- 3.2. Provide to the Town annual audited financial statements from a Chartered Professional Accountant (CPA) of Alberta as well as an annual report on operations, including statistics regarding the number of trips and clients served who reside in the Town and Wheatland County, by May 31st of each year throughout the term of this Agreement.
- 3.3. Comply with all applicable laws, including but not limited to, legislation relating to Motor Vehicle Transportation, Inspection, Insurance, Workers Compensation, Alberta Labor Codes, Canada Revenue Agency, and file reports with the relevant stakeholders on a timely basis.

GENERAL PROVISIONS

4. The Term of this Agreement may be extended for an additional term as may be deemed appropriate, upon the written agreement of both the Town and the Association.
5. Notwithstanding any other provision in this Agreement or any applicable statutory provisions, neither Party shall be liable to the other for special or consequential damages or damages for losses arising directly or indirectly from any breach of this contract, fundamental or otherwise, or from any tortious acts or omissions of their respective employees or agents.
6. This Agreement constitutes the entire agreement between the Parties with respect to the matters set out herein and supersedes any previous agreements or representations of any kind, whether written or oral, express or implied. This Agreement shall not be amended except in writing with the consent of both Parties.
7. If any provision of this Agreement is illegal or unenforceable it shall be considered separate and severable from the remaining provisions of this Agreement, and the remaining provisions shall remain in force and be binding as though the said illegal or unenforceable provisions had never been included.

IN WITNESS WHEREOF the parties have executed this Agreement on the date specified on Page 1 hereto.

For the Town of Strathmore:

Name: Pat Fule
Title: Mayor

Name: Kevin Scoble
Title: Chief Administrative Officer

For the Strathmore Handi-Bus Association:

Name:
Title: Chairperson

Name:
Title: Board Member



Request for Decision

To: Council

Staff Contact: Claudette Thorhaug, Legislative Services Officer

Date Prepared: November 7, 2024

Meeting Date: December 4, 2024

SUBJECT: Regular Council Meeting Minutes - November 19, 2024

RECOMMENDATION: THAT Council adopt the November 19, 2024 Regular Council Meeting Minutes as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the November 19, 2024 Regular Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the November 19, 2024 Regular Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: REGULAR COUNCIL - 19 Nov 2024 - Meeting Minutes](#)

Veronica Anderson, Legislative Services Officer

Approved
- 27 Nov
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 29 Nov
2024



MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Tuesday, November 19, 2024

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

Mayor Pat Fule, Councillor Melissa Langmaid, Councillor Debbie Mitzner, Councillor Jason Montgomery, Councillor Denise Peterson, Councillor Richard Wegener, and Deputy Mayor 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 November 19, 2024 Regular Council Meeting to order at 6:00 p.m.

2. **CONFIRMATION OF AGENDA**

Resolution No. 258.11.24

Moved by Councillor Wegener

THAT Council adopt the November 19, 2024 Regular Council Meeting Agenda as amended to include a Closed Meeting section following the Confirmation of Agenda and adding the following item:

3.1 Council Dialogue – Advice from officials – FOIP S. 24(1)(a)

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

AGAINST: None.

CARRIED

3. **CLOSED MEETING**

Resolution No. 259.11.24

Moved by Councillor Mitzner

THAT Council move In Camera to discuss items related to section 24(1)(a) of the *Freedom of Information and Protection of Privacy Act* at 6:04 p.m.

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

AGAINST: None.

CARRIED

3.1 Council Dialogue – Advice from officials – FOIP S. 24(1)(a)

Resolution No. 260.11.24

Moved by Councillor Mitzner

THAT Council move out of Camera at 6:11 p.m.

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

AGAINST: None.

CARRIED

4. PUBLIC COMMENTS

- Claude Brown shared comments related to the 2025 Proposed Operating & Capital Budget.

5. BUSINESS

5.1. 2025 Proposed Operating & Capital Budget - Budget Deliberation #1

Resolution No. 261.11.24

Moved by Councillor Wiley

THAT Council remove the Investment Attraction Strategy #5294 from the 2025 Proposed Budget - Operating Business Cases.

FOR: Councillor Wiley

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

DEFEATED

Councillor Langmaid called a point of order that the discussion was unrelated to the motion being debated.

Mayor Fule accepted the point of order.

Resolution No. 262.11.24

Moved by Councillor Wiley

THAT Council direct Administration reduce the Replenish Financial Stabilization Reserve from \$400,000 to \$325,000 for a reduction of \$75,000 in the 2025 Operating Budget.

Resolution No. 263.11.24

Moved by Councillor Mitzner

THAT Council amend the motion to reduce the Replenish Financial Stabilization Reserve from \$400,000 to \$350,000 for a reduction of \$50,000 in the 2025 Operating Budget.

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

AGAINST: Councillor Wiley

CARRIED

Resolution No. 262.11.24

Moved by Councillor Wiley

THAT Council direct Administration reduce the Replenish Financial Stabilization Reserve from \$400,000 to \$350,000 for a reduction of \$50,000 in the 2025 Operating Budget.

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

AGAINST: None.

CARRIED

Mayor Fule relinquished the Chair to Deputy Mayor Wiley.

Resolution No. 264.11.24

Moved by Mayor Fule

THAT Council direct Administration to reduce the Council Conference and Mileage expense by 5% in the 2025 Operating Budget.

FOR: Mayor Fule, Councillor Wegener, and Councillor Wiley

AGAINST: Councillor Langmaid, Councillor Mitzner, and Councillor Montgomery

DEFEATED

Mayor Fule regained the Chair.

Councillor Peterson joined the meeting at 6:57 p.m.

Resolution No. 265.11.24

Moved by Councillor Wiley

THAT Council direct Administration to remove item #5279 - Portable Column Lifts from the 2025 Operating Budget for a total of \$78,000;

AND THAT Council direct Administration to use \$78,000 from suitable reserves to reduce the overall tax impact.

FOR: Councillor Wiley

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

DEFEATED

Resolution No. 266.11.24

Moved by Councillor Montgomery

THAT Council remove the splash park recirculation system from the 2025 Capital Budget and the grant money used to fund this project would be used to fund other capital projects that are being funded by reserves.

Resolution No. 267.11.24

Moved by Councillor Langmaid

THAT Council defer discussion on the splash park recirculation system, budget #5290, to the Regular Council Meeting on Thursday, November 21, 2024.

Resolution No. 268.11.24

Moved by Councillor Wiley

THAT Council amend the motion to defer discussion to the Regular Council Meeting on November 27, 2024.

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

AGAINST: Councillor Langmaid, and Councillor Mitzner

CARRIED

Resolution No. 267.11.24

Moved by Councillor Langmaid

THAT Council defer discussion on the splash park recirculation system budget #5290 to the Regular Council Meeting on Thursday, November 27, 2024.

FOR: None.

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

DEFEATED

Resolution No. 266.11.24

Moved by Councillor Montgomery

THAT Council remove the splash park recirculation system from the 2025 Capital Budget and the grant money used to fund this project would be used to fund other capital projects that are being funded by reserves.

FOR: Councillor Montgomery, and Councillor Wiley

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

DEFEATED

Resolution No. 269.11.24

Moved by Councillor Langmaid

THAT Council take a recess for 7.5 minutes at 8:11 p.m.

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

AGAINST: None.

CARRIED

Mayor Fule reconvened the meeting.

Resolution No. 270.11.24

Moved by Councillor Wiley

THAT Council direct Administration to remove the Kinsman Park Christmas Lights from the 2025 Capital Budget;

AND THAT the \$20,000 is used to reduce the overall tax impact.

Resolution No. 271.11.24

Moved by Councillor Wiley

THAT Council amend the motion to remove the Kinsman Park Christmas Lights and direct the money toward the batteries at the Strathmore Family Centre.

WITHDRAWN

Resolution No. 270.11.24

Moved by Councillor Wiley

THAT Council direct Administration to remove the Kinsman Park Christmas Lights from the 2025 Capital Budget;

AND THAT the \$20,000 is used to reduce the overall tax impact.

FOR: Councillor Montgomery, and Councillor Wiley

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

DEFEATED

Resolution No. 272.11.24

Moved by Councillor Wiley

THAT Council direct Administration to remove the Water Truck Replacement (Single Axle) from the 2025 Capital Budget and to reallocate the \$170,000 to reduce the overall tax impact.

FOR: Councillor Wiley

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

DEFEATED

Resolution No. 273.11.24

Moved by Councillor Montgomery

THAT Council fund STARS in the amount of \$10,000 in the 2025 Operating Budget.

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

AGAINST: None.

CARRIED

Resolution No. 274.11.24

Moved by Councillor Montgomery

THAT Council fund the Strathmore & Wheatland Christmas Hamper Society in the amount of \$5,000 in the 2025 Operating Budget.

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

AGAINST: None.

CARRIED

Resolution No. 275.11.24

Moved by Councillor Montgomery

THAT Council fund the Strathmore Overnight Shelter in the amount of \$5,000 in the 2025 Operating Budget.

FOR: Council Montgomery

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

DEFEATED

Resolution No. 276.11.24

Moved by Councillor Peterson

THAT Council fund the Strathmore Overnight Shelter in the amount of \$20,000 in the 2025 Operating Budget.

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

AGAINST: Councillor Montgomery

CARRIED

Resolution No. 277.11.24

Moved by Councillor Montgomery

THAT Council fund the Strathmore Society of Arts in the amount of \$40,000 in the 2025 Operating Budget.

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

AGAINST: None.

CARRIED

Resolution No. 278.11.24

Moved by Councillor Montgomery

THAT Council fund the Strathmore and District Agricultural Society - Celebration of Lights in the amount of \$0.00 in the 2025 Operating Budget;

AND THAT the Strathmore Agricultural Society be directed to the Community Improvement Program.

FOR: Councillor Langmaid, Councillor Montgomery, and Councillor Wiley

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

DEFEATED

Resolution No. 279.11.24

Moved by Councillor Peterson

THAT Council direct Administration to fund the Strathmore and District Agricultural Society – Celebration of Lights in the amount of \$10,000 in the 2025 Operating Budget.

Resolution No. 280.11.24

Moved by Councillor Wiley

THAT Council amend the motion to fund the Strathmore and District Agricultural Society – Celebration of Lights in the amount of \$5,000 in the 2025 Operating Budget.

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

AGAINST: Councillor Mitzner, and Councillor Peterson

CARRIED

Resolution No. 279.11.24

Moved by Councillor Peterson

THAT Council fund the Strathmore and District Agricultural Society – Celebration of Lights in the amount of \$5,000 in the 2025 Operating Budget.

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

AGAINST: Councillor Montgomery

CARRIED

Resolution No. 281.11.24

Moved by Councillor Montgomery

THAT Council fund the Strathmore Library Board in the amount of \$385,000 in the 2025 Operating Budget.

Resolution No. 282.11.24

Moved by Councillor Langmaid

THAT Council amend the motion to state, "THAT Council fund the Strathmore Library Board in the amount of \$400,000 in the 2025 Operating Budget.

FOR: Councillor Langmaid

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

DEFEATED

Resolution No. 281.11.24

Moved by Councillor Montgomery

THAT Council fund the Strathmore Library Board in the amount of \$385,000 in the 2025 Operating Budget.

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

AGAINST: Councillor Langmaid

CARRIED

Resolution No. 283.11.24

Moved by Councillor Peterson

THAT Council fund the Kakato'si Ayounman Foundation in the amount of \$10,000 in the 2025 Operating Budget.

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

AGAINST: Councillor Montgomery

CARRIED

Resolution No. 284.11.24

Moved by Councillor Peterson

THAT Council fund the Happy Cat Society in the amount of \$30,000 in the 2025 Operating Budget.

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

AGAINST: None.

CARRIED

Resolution No. 285.11.24

Moved by Councillor Montgomery

THAT Council fund the Communities in Bloom Society in the amount of \$5,000 in the 2025 Operating Budget.

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

AGAINST: None.

CARRIED

Resolution No. 286.11.24

Moved by Councillor Montgomery

THAT Council fund the True North Society in the amount of \$5,000 in the 2025 Operating Budget.

FOR: None.

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

DEFEATED

Resolution No. 287.11.24

Moved by Councillor Montgomery

THAT Council fund the Badlands Seach and Rescue Association in the amount of \$0.00 in the 2025 Operating Budget.

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

AGAINST: None.

CARRIED

Resolution No. 288.11.24

Moved by Councillor Langmaid

THAT Council extend the November 19, 2024 Regular Council meeting to 11:00 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 289.11.24

Moved by Councillor Peterson

THAT Council fund the Strathmore Youth Theatre Company in the amount of \$7,000, the Mainsprings Pregnancy and Family Support Association in the amount of \$7,000, and Family Support Association in the amount of \$7,000 in the 2025 Operating Budget.

Resolution No. 290.11.24

Moved by Councillor Mitzner

THAT Council amend the motion to state, "THAT Council fund the Strathmore Youth Theatre Company in the amount of \$5,000, the Mainsprings Pregnancy and Family Support Association in the amount of \$5,000, and Family Support Association in the amount of \$5,000 each in the 2025 Operating Budget."

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

AGAINST: None.

CARRIED

Resolution No. 289.11.24

Moved by Councillor Peterson

THAT Council fund the Strathmore Youth Theatre Company in the amount of \$5,000, the Mainsprings Pregnancy and Family Support Association in the amount of \$5,000, and Family Support Association in the amount of \$5,000 in the 2025 Operating Budget.

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

AGAINST: None.

CARRIED

Resolution No. 291.11.24

Moved by Councillor Wiley

THAT Council fund the Community Mediation Calgary Society in the amount of \$0.00 in the 2025 Operating Budget.

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

AGAINST: None.

CARRIED

Resolution No. 292.11.24

Moved by Councillor Peterson

THAT Council fund the Royal Canadian Legion Strathmore Branch #10 in the amount of \$0.00 in the 2025 Operating Budget.

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

AGAINST: Councillor Langmaid

CARRIED

Resolution No. 293.11.24

Moved by Councillor Wiley

THAT Council approve all prior commitments aside from Happy Cat in the 2025 Operating Budget.

WITHDRAWN

Resolution No. 294.11.24

Moved by Councillor Peterson

THAT Council approve all but Happy Cat and Chamber of Commerce in the 2025 Operating Budget.

WITHDRAWN

Resolution No. 295.11.24

Moved by Councillor Peterson

THAT Council move In Camera to discuss an item related to section 24(1)(a) of the *Freedom of Information and Protection and Privacy Act* at 10:08 p.m. to discuss prior commitments in the 2025 Capital Budget.

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

AGAINST: None.

CARRIED

Resolution No. 296.11.24

Moved by Councillor Langmaid

THAT Council move out of Camera at 10:18 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 297.11.24

Moved by Councillor Wiley

THAT Council accept the following community prior commitments:

- Hemodialysis Water Rebate in the amount of \$1,000.
- Senior's Grant – Tax Rebate in the amount of \$12,000.
- FCSS Community Grant in the amount of \$60,000.
- The United Way in the amount of \$45,000.
- The Handi Bus in the amount of \$198,200.

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

AGAINST: None.

CARRIED

Resolution No. 298.11.24

Moved by Councillor Mitzner

THAT Council fund the Chamber of Commerce in the amount of \$0.00 in the 2025 Operating Budget.

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

AGAINST: None.

CARRIED

Resolution No. 299.11.24

Moved by Councillor Langmaid

THAT Council fund the Community Improvement Program in the amount of \$10,000 in the 2025 Operating Budget.

FOR: Councillor Langmaid

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

DEFEATED

Resolution No. 300.11.24

Moved by Councillor Montgomery

THAT Council fund the Community Improvement Program in the amount of \$20,000 in the 2025 Operating Budget.

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

AGAINST: Councillor Langmaid

CARRIED

Resolution No. 301.11.24

Moved by Councillor Langmaid

THAT Council direct Administration to remove the Citizenship Awards in the 2025 Operating Budget.

FOR: Councillor Langmaid

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

DEFEATED

Resolution No. 302.11.24

Moved by Councillor Montgomery

THAT Council direct Administration to keep the \$5,400 Citizenship Awards in the 2025 Operating Budget, with the option to revisit in 2025 for additional programs and incentives.

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

AGAINST: None.

CARRIED

Resolution No. 303.11.24

Moved by Councillor Montgomery

THAT Council fund the Strathmore and District Agricultural Society in the amount of \$25,000 in the 2025 Operating Budget.

Resolution No. 304.11.24

Moved by Councillor Peterson

THAT Council amend the motion to read, "THAT Council fund the Strathmore and District Agricultural Society in the amount of \$28,000 in the 2025 Operating Budget."

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

AGAINST: Councillor Montgomery

CARRIED

Resolution No. 303.11.24

Moved by Councillor Montgomery

THAT Council fund the Strathmore and District Agricultural Society in the amount of \$28,000 in the 2025 Operating Budget.

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

AGAINST: None

CARRIED

Resolution No. 305.11.24

Moved by Councillor Wegener

THAT Council direct Administration to cancel the Thursday, November 21, 2024 Regular Council Meeting – Budget Meeting.

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

AGAINST: None.

CARRIED

6. CLOSED MEETING

None.

7. ADJOURNMENT

Mayor Fule adjourned the November 19, 2024 Regular Council Meeting at 10:35 p.m.

Mayor



Request for Decision

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: November 21, 2024

Meeting Date: December 4, 2024

SUBJECT: Regular Council Meeting Minutes - November 20, 2024

RECOMMENDATION: THAT Council adopt the November 20, 2024 Regular Council Meeting Minutes as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable Housing



Climate Resiliency



Community Development



Community Wellness



Economic Development



Financial Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the November 20, 2024 Regular Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the November 20, 2024 Regular Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: REGULAR COUNCIL - 20 Nov 2024 - Minutes](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 27 Nov
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 29 Nov
2024



MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Wednesday, November 20, 2024
Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

Mayor Pat Fule, Councillor Melissa Langmaid, Councillor Debbie Mitzner, Councillor Jason Montgomery (virtual), Councillor Denise Peterson, Councillor Richard Wegener, and Deputy Mayor 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 November 20, 2024 Regular Council Meeting to order at 6:04 p.m.

2. CONFIRMATION OF AGENDA

Resolution No. 306.11.24

Moved by Councillor Mitzner

THAT Council adopt the November 20, 2024 Regular Council Meeting Agenda as amended:

Addition:

10.1.1 Community Futures Wild Rose Report Inquiry

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

AGAINST: None.

CARRIED

3. PUBLIC HEARING

None.

4. PUBLIC COMMENTS

None.

5. DELEGATIONS

5.1. Delegation – Frontier Diagnostics

Councillor Peterson declared a conflict of interest under the *Municipal Government Act*, S. 170(1)(b), by reason of pecuniary interest and excused herself from the meeting at 6:07 p.m.

Councillor Wegener left the meeting at 6:23 p.m.

Councillor Wegener rejoined the meeting at 6:23 p.m.

Resolution No. 307.11.24

Moved by Councillor Langmaid

THAT Council authorize Mayor Fule to sign the letter of support for Frontier Diagnostics proposal for service expansion at the Strathmore Hospital, as presented in Attachment II.

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

AGAINST: None.

ABSTAINED: Councillor Peterson

CARRIED

Councillor Mitzner left the meeting at 6:28 p.m.

Councillors Mitzner and Councillor Peterson rejoined the meeting at 6:29 p.m.

5.2. Delegation – Wheatland & Area Hospice Society

6. CONSENT AGENDA

Resolution No. 308.11.24

Moved by Councillor Langmaid

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

7.1 Regular Council Meeting Minutes – November 6, 2024

11.1 Community Futures Wild Rose – Heart of our Community Small Business Awards

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

AGAINST: None.

CARRIED

7. CONFIRMATION OF MINUTES

7.1. Regular Council Meeting Minutes – November 6, 2024

The following motion was adopted by the consent agenda:

THAT Council adopt the November 6, 2024 Regular Council Meeting Minutes as presented in Attachment I.

8. BUSINESS

8.1. WHMB Resolution Amendment – Land Transfer

Resolution No. 309.11.24

Moved by Councillor Wegener

THAT Council amend Resolution No. 164.07.24, in part, to read:

"AND THAT Council direct Administration to transfer the land title of the 4.93 acre parcel, identified as Plan 2210023, Block 3, Lot 7 in Strathmore, Alberta (the Project Site), from the Town of Strathmore to Wheatland Housing Management Body and the Wheatland & Area Hospice Society in the future at a mutually agreed date prior to commencement of construction."

Resolution No. 310.11.24

Moved by Councillor Montgomery

THAT Council defer the motion that states

"THAT Council amend Resolution No. 164.07.24, in part, to read:

"AND THAT Council direct Administration to transfer the land title of the 4.93 acre parcel, identified as Plan 2210023, Block 3, Lot 7 in Strathmore, Alberta (the Project Site), from the Town of Strathmore to Wheatland Housing Management Body and the Wheatland & Area Hospice Society in the future at a mutually agreed date prior to commencement of construction.""

to the December 11, 2024 Committee of the Whole Meeting for further discussion.

FOR: Councillor Montgomery and Councillor Wiley

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

DEFEATED

Resolution No. 309.11.24

Moved by Councillor Wegener

THAT Council amend Resolution No. 164.07.24, in part, to read:

"AND THAT Council direct Administration to transfer the land title of the 4.93 acre parcel, identified as Plan 2210023, Block 3, Lot 7 in Strathmore, Alberta (the Project Site), from the Town of Strathmore to Wheatland Housing Management Body and the Wheatland & Area Hospice Society in the future at a mutually agreed date prior to commencement of construction."

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

AGAINST: Councillor Montgomery and Councillor Wiley

CARRIED

Resolution No. 311.11.24

Moved by Councillor Langmaid

THAT Council take a 3-minute recess.

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

AGAINST: Councillor Montgomery and Councillor Wiley

CARRIED

Mayor Fule reconvened the meeting at 7:40 p.m.

8.2. Community Improvement Program (CIP) Funding Recommendations

Resolution No. 312.11.24

Moved by Councillor Langmaid

THAT Council defer discussion on the funding for Sacred Heart Parish and request that it be referred back to the Community Improvement Fund Committee to bring to a future meeting with more information.

FOR: None.

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

DEFEATED

Resolution No. 313.11.24

Moved by Councillor Wiley

THAT Council approve funding in the amount of \$3,000.00 to the Sacred Heart Parish through the Community Improvement Program.

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

AGAINST: Councillor Langmaid

CARRIED

9. BYLAWS

9.1. 2025 Fees Bylaw No. 24-25

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

Councillor Wegener rejoined the meeting at 8:16 p.m.

Councillor Mitzner left the meeting at 8:18 p.m.

Councillor Mitzner rejoined the meeting at 8:20 p.m.

Resolution No. 314.11.24

Moved by Councillor Montgomery

THAT Council amend Fees Bylaw No. 24-25 to make the Family All-Access Pass annual rate \$1200 before GST, and add a 9-month pass (with fees prorated);

AND THAT the Aquatic Centre and Sports Centre Annual Pass be amended to be the same (\$1200).

FOR: Councillor Montgomery and Councillor Wiley

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

DEFEATED

Resolution No. 315.11.24

Moved by Councillor Peterson

THAT Council give third and final reading to Bylaw No. 24-25, being the 2025 Fees Bylaw.

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

AGAINST: Councillor Montgomery

CARRIED

10. COUNCILLOR INFORMATION & INQUIRIES

10.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

10.1.1 Community Futures Wild Rose Report Inquiry

Councillor Peterson requested that future reports include proper citations.

10.2. BOARD AND COMMITTEE REPORTS

None.

10.3. QUESTION AND ANSWER PERIOD

None.

10.4. ADMINISTRATIVE INQUIRIES

None.

10.5. NOTICES OF MOTION

None.

11. CORRESPONDENCE

11.1. Community Futures Wild Rose – Heart of our Community Small Business Awards

12. CLOSED MEETING

Resolution No. 316.11.24

Moved by Councillor Peterson

THAT Council move In Camera to discuss items related to sections 24(1)(a), 17(1) and 24(1)(b)(i) of the *Freedom of Information and Protection of Privacy Act* at 8:37 p.m.

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

AGAINST: None.

CARRIED

12.1. Handi-Bus MOU – Advice from officials – FOIP S.24 (1)(a)

12.2. Board and Committee Appointments – Disclosure harmful to personal privacy – FOIP S. 17(1)

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

Resolution No. 317.11.24

Moved by Councillor Peterson

THAT Council move out of Camera at 8:52 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 318.11.24

Moved by Councillor Langmaid

THAT Council approve the Strathmore Handi-Bus Memorandum of Understanding as presented in Attachment I, and authorize the Mayor and CAO to execute the same.

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

AGAINST: None.

CARRIED

Resolution No. 319.11.24

Moved by Councillor Langmaid

THAT Council appoint Virginia Howard to the Assessment Review Board for a term of three (3) years ending October 31, 2027.

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

AGAINST: None.

CARRIED

Resolution No. 320.11.24

Moved by Councillor Langmaid

THAT Council appoint Kathy Tucker to the Community Improvement Program Committee for a term of two (2) years ending October 31, 2026.

AND THAT Council appoint Peter Groenen to the Community Improvement Program Committee for a term of two (2) years ending October 31, 2026.

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

AGAINST: None.

CARRIED

13. **ADJOURNMENT**

Mayor Fule adjourned the November 20, 2024 Regular Council Meeting at 8:57 p.m.

Mayor

Director of Strategic, Administrative,
and Financial Services



Request for Decision

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: November 27, 2024

Meeting Date: December 4, 2024

SUBJECT: Regular Council Meeting Minutes - November 27, 2024

RECOMMENDATION: THAT Council adopt the November 27, 2024 Regular Council Meeting Minutes as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the November 27, 2024 Regular Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the November 27, 2024 Regular Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: REGULAR COUNCIL - 27 Nov 2024 - Minutes](#)

Claudette Thorhaug, Legislative Services Officer

Approved
- 29 Nov
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 29 Nov
2024



MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Wednesday, November 27, 2024

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

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

STAFF PRESENT:

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

1. **CALL TO ORDER**

Mayor Fule called the November 27, 2024 Regular Council Meeting to order at 6:01 p.m.

2. **CONFIRMATION OF AGENDA**

Resolution No. 321.11.24

Moved by Councillor Peterson

THAT Council adopt the November 27, 2024 Regular Council Meeting Agenda as presented.

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

AGAINST: None.

CARRIED

3. **PUBLIC COMMENTS**

None.

4. **BUSINESS**

4.1. **2025 Proposed Operating & Capital Budget Deliberation**

Resolution No. 322.11.24

Moved by Councillor Langmaid

THAT Council move In Camera to discuss items related to section 24(1)(a) of the *Freedom of Information and Protection of Privacy Act* at 6:08 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 323.11.24

Moved by Councillor Langmaid

THAT Council move out of Camera at 6:45 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 324.11.24

Moved by Councillor Wiley

THAT Council add \$10,000 to the 2025 Proposed Budget for the Strathmore Wheatland Chamber of Commerce to support an MOU for them to host three (3) events, the Stampede Parade, Business Awards Night and Trade Show.

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

AGAINST: Mayor Fule

CARRIED

Resolution No. 325.11.24

Moved by Councillor Wiley

THAT Council direct Administration to remove \$300,000 from the 2025 Proposed Budget for the Spray Park Recirculation System;

AND THAT Council direct Administration to use the \$148,100 Surplus in the 2025 Proposed Budget to reduce the tax increase.

Resolution No. 326.11.24

Moved by Councillor Wiley

THAT Council amend the motion to remove \$300,000 from the 2025 Proposed Budget for the Spray Park Recirculation System, to direct Administration to rework the budget, having the grant used towards another project, so that taxes may be reduced.

Resolution No. 327.11.24

Moved by Councillor Peterson

THAT Council take a 10-minute recess.

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

AGAINST: None.

CARRIED

Mayor Fule reconvened the November 27, 2024 Regular Council Meeting at 7:15 p.m.

Resolution No. 326.11.24

Moved by Councillor Wiley

THAT Council amend the motion to remove \$300,000 from the 2025 Proposed Budget for the Spray Park Recirculation System, to direct Administration to rework the budget, having the grant used towards another project, so that taxes may be reduced.

FOR: Councillor Montgomery and Councillor Wiley

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

DEFEATED

Resolution No. 325.11.24

Moved by Councillor Wiley

THAT Council direct Administration to remove \$300,000 from the 2025 Proposed Budget for the Spray Park Recirculation System;

AND THAT Council direct Administration to use the \$148,100 Surplus in the 2025 Proposed Budget to reduce the tax increase.

FOR: Councillor Montgomery and Councillor Wiley

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

DEFEATED

Resolution No. 328.11.24

Moved by Councillor Peterson

THAT Council move In Camera to discuss items related to section 24(1)(b)(i) of the *Freedom of Information and Protection of Privacy Act* at 7:32 p.m.

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

AGAINST: Councillor Montgomery and Councillor Wiley

CARRIED

Resolution No. 329.11.24

Moved by Councillor Wiley

THAT Council move out of Camera at 8:04 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 330.11.24

Moved by Councillor Wiley

THAT Council direct Administration decrease the 2025 Operating Budget (\$39,369, 500) by \$148,100 for a balanced budget of \$39,221,400, with a reduction in the tax increase from 4.5% to 3.62%.

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

AGAINST: None.

CARRIED

Resolution No. 331.11.24

Moved by Councillor Montgomery

THAT Council direct Administration bring the 2025 Fees Bylaw (Bylaw No. 24-25), back to decrease the increase in utility fees from 4% to 3%.

FOR: Mayor Fule, Councillor Montgomery, and Councillor Wiley

AGAINST: Councillor Langmaid, Councillor Mitzner, Councillor Peterson, and Councillor Wegener

DEFEATED

5. **CLOSED MEETING**

None.

6. **ADJOURNMENT**

Mayor Fule adjourned the November 27, 2024 Regular Council Meeting at 8:40 p.m.

Mayor

Director of Strategic, Administrative
and Financial Services



Report for Council

To: Council

Staff Contact: Leana Ashbacher, Senior Manager of Financial Services

Date Prepared: November 27, 2024

Meeting Date: December 4, 2024

SUBJECT: 2025 Proposed Operating & Capital Budget

RECOMMENDATION: THAT Council adopt the 2025 Operating Budget in the amount of \$39,319,000 and the 2025 Capital Budget in the amount of \$9,313,000.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The 2025 budget has been built to support and enable Council's six strategic priorities.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

The 2025 Operating & Capital budget has been built to support the enablement of Council's Strategic Plan and the Town's Corporate Business Plan.

ORGANIZATIONAL:

Considerable staff time was leveraged to develop the 2025 budget and associated documents.

OPERATIONAL:

The 2025 Operating & Capital budget provides clear direction to both Administration and the Community for the current year objectives in alignment with Council's Strategic Plan.

FINANCIAL:

The 2025 Budget has an Operating impact of \$39,319,000 following the Budget Deliberations on November 19, 2024 and November 27, 2024. The original Operating budget proposal from Administration was \$39,369,500, and Council decisions during the November 19 & 27, 2024 Budget Deliberations had a \$50,500 net reduction.

The 2025 Capital Budget has an impact of \$9,313,000 (no changes from the original proposed Capital Budget following the November 19 & 27, 2024 Budget Deliberations).

After budget deliberations, administration is bringing forward a balanced budget.

The original Operating budget proposal from Administration carried a 4.5% proposed tax increase. As a results of the reductions made by Council at the November 19 and November 27, 2024 Budget Deliberations (\$148,100). The overall tax impact of the budget would represent a **3.62%** tax increase (from 4.5% originally proposed).

After the Budget Deliberation meetings were completed on Tuesday, November 19 and Wednesday, November 27, there were a number of Council adjustments.

<i>Council Adjustments:</i>				
Reduce Replenish of Fin Stab Reserve from \$400k to \$350k			-0.30%	(50,000)
<i>Community Group Funding</i>				
Strathmore Ag Society Celebration of Lights			-0.03%	(5,000)
Library Board			-0.02%	(3,300)
Happy Cat			-0.12%	(20,000)
Community in Bloom Society			0.03%	5,000
Strathmore Youth Theatre Company			0.03%	5,000
Mainsprings Pregnancy and Family Support Association			0.03%	5,000
Strathmore Performing Arts Festival			0.03%	5,000
Ag Society			0.02%	3,200
Reduction of Taxes			-0.88%	(148,100)

If the Education Requisition from the province is higher than estimated, our recommendation would be to lower the municipal tax increase and lower the transfer to reserves to offset this increase. The education levy increase is currently set at 4.0% in the 2025 budget. This is based on past trends and factoring in the limited growth that we have seen in Strathmore compared to the rest of the province.

With the approval of the 2025 Strathmore Fees and Charges Bylaw at the November 20, 2024 Regular Council Meeting, utilities will increased approximately 4.0% on the variable utility rates and 4.0% on the fixed rate portion. The combined Utility Infrastructure Reserve Fund Rates were increased by \$0.36 from \$8.96 to \$9.32 (4% increase).

POLICY:

Section 242 of the *Municipal Government Act* "a council must adopt and operating budget for each calendar year or may adopt interim operation budget for part of a calendar year."

IMPLEMENTATION:

Administration will bring the 2025 Final Operating and Capital Budget for Council adoption on December 4, 2024.

BACKGROUND:

Under Section 242 of the Municipal Government Act, "a council must adopt an operating budget for each calendar year or may adopt interim operating budget for part of a calendar year"

A Council Meeting was held on November 6, 2024 to release the budget documentation to Council at the public.

The following is a breakdown of how we proposed that the budget deliberations occur this year:

- August 16, 2024 – Council Requests Submitted to Administration for Consideration
- October 23, 2024 - Community Group Funding Requests presented to Council
- November 6 , 2024 – CAO, Director and Finance Presentations, including a high level overview of the capital projects by each area.
- November 12, 2024 – Citizen Budget Café's (Coffee with Council)
- November 15, 2024 – All Budget Information Requests must be submitted by Council
- November 19, 2024 - All Budget Information Requests will be responded to by Administration.
- November 19, 2024 – Department Review - Question and Answer period
- November 21, 2024 – **(cancelled)**
- November 27, 2024 – Council will decide which items should be removed from the consent agenda and debated and voted on during this session in regards to the operating and capital budget. Members of the public will be invited to this meeting to speak about any requests that should be considered as part of the capital budget. (if required)
- December 4, 2024 – Anticipated Budget Approval

Administration was to respond to the inquiries within two business days to ensure that Council has adequate information to determine whether Council would like to see an item added, removed or modified during the deliberations on November 19th, 21st **(cancelled)** or 27th.

That way, the sessions support Council by focusing on the additions, changes or removals from the budget that Council would like to see in order to best leverage Council's time in this process.

KEY ISSUE(S)/CONCEPT(S):

To provide Administration direction with any changes within the 2025 Operating & Capital Budget.

DESIRED OUTCOMES:

The goal for Council is to adopt both the 2025 Operating Budget and the 2025 Capital Budget.

COMMUNICATIONS:

The proposed budget package will be posted on the Town's website and communicated via the Town's social media platforms. This will ensure that the community is aware that the proposed package has been released and provide them with an opportunity to provide Council with feedback at a subsequent meeting.

ALTERNATIVE ACTIONS/MOTIONS:

Continue deliberations at a future Council Meeting.

ATTACHMENTS:

[Attachment I - 2025 Proposed Budget - Council Meeting - Dec 4](#)

[Attachment II: 2025-2028 Operating Summary Consolidated Proposed](#)

[Attachment III: 2025 Capital Project Listing - Proposed](#)

[Attachment IV: 2025-2034 Capital Project Listing - Proposed](#)

Leana Ashbacher, Senior Manager of Financial Services

Approved
- 29 Nov
2024

Johnathan Stratthdee, Manager of Legislative Services

Approved
- 29 Nov
2024



Proposed 2025 Budget

December 4, 2024

Council's Proposed Budget discussions





Kevin Scoble

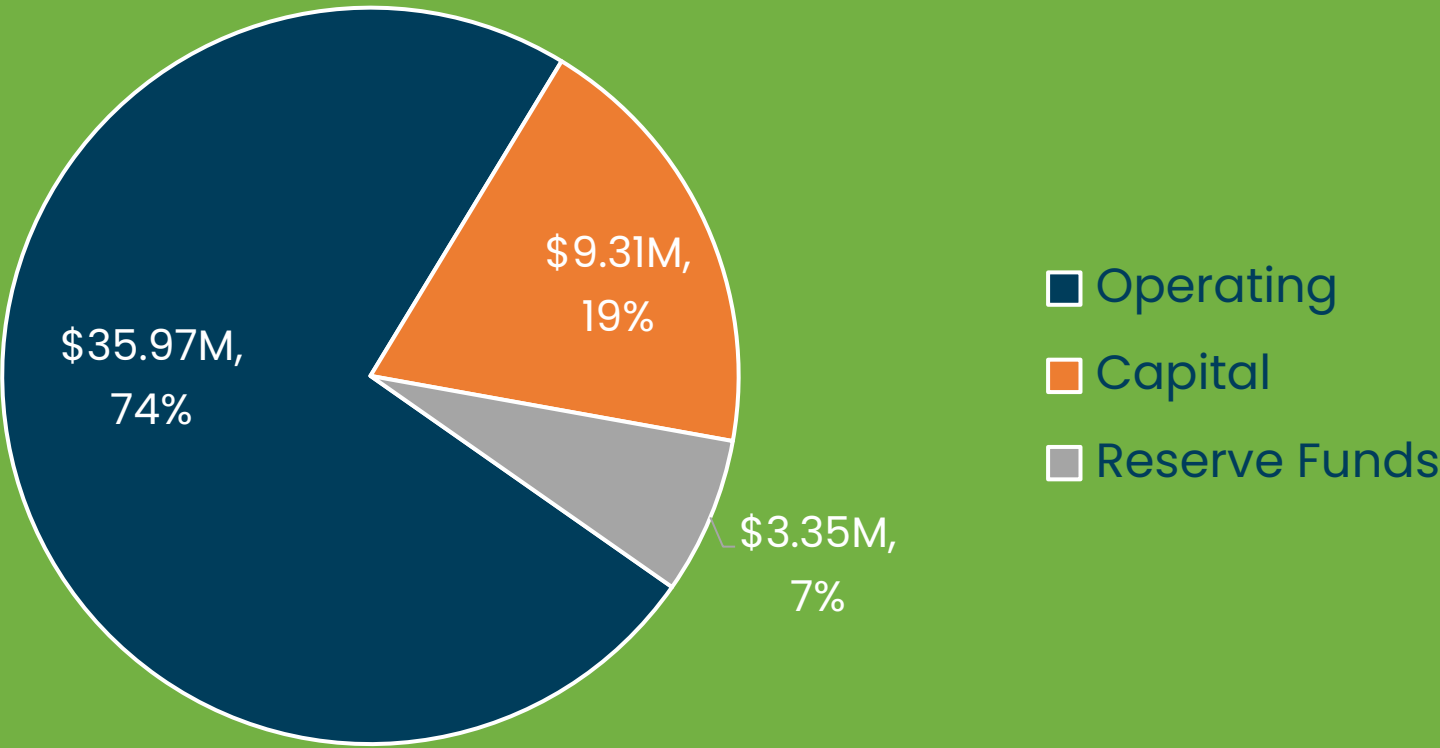
Chief Administrative Officer (CAO)

CAO's opening remarks

- The 2025 Proposed Budget provides predictable and prudent tax rates and user fees that reduce overall Town debt;
- Is fiscally responsible and strategic;
- A balance of reduced operating spending and increased investing;
- Intentional Financial Reserves growth;
- Proposed property tax increase for 2025 of 3.62%

Proposed 2025 Budget: Operating Budget Highlights

2025 Proposed Budget of \$48.63M



Financial and Budget Overview



Leana Ashbacher

Senior Manager of Financial Services

- Recap of amendments to the Proposed Budget thus far
 - Operating Budget impact
 - Capital Budget impact
 - Community Group funding impact

Proposed 2025 Budget: Budget Discussions

Operating Budget

- Reduction in proposed operating expenses (\$50,000)
- Administrative amendment to Transfer to Reserves \$7,000
- Community Events \$10,000

Capital Budget

- No amendments

Community Group Funding

- Net reduction in proposed funding (\$15,100)

Surplus/Deficit position

- Elimination of surplus funds (\$148,100)

The 2025 Budget is now proposed at \$48.63M with a total tax increase of 3.62%



2025 Proposed Operating and Capital Budget

2025-2028 Operating Budget - Final

Town of Strathmore Consolidated	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	Budget Change 2024 vs 2025	% Change	2026 Forecast	2027 Forecast	2028 Forecast
Revenues										
Total 01) Net municipal property taxes	14,975,700	20,793,818	16,013,600	22,014,246	16,676,700	663,100	4.14%	17,177,000	17,692,300	18,223,100
Total 02) User fees and sales of goods	17,057,200	17,004,127	17,910,200	14,781,957	18,994,400	1,084,200	6.05%	19,338,100	19,688,200	20,058,600
Total 03) Penalties and cost of taxes	216,700	223,635	210,000	187,793	210,500	500	0.24%	211,000	211,500	212,000
Total 04) Government grants - operating	1,425,100	1,599,774	1,376,600	1,049,698	1,321,000	(55,600)	-4.04%	1,270,800	1,279,700	1,288,700
Total 05) Investment & interest income	284,000	398,167	405,300	298,518	460,300	55,000	13.57%	460,300	460,300	460,300
Total 06) Licences and permits	760,800	569,926	513,100	541,178	521,600	8,500	1.66%	532,600	543,600	554,600
Total 07) Gain on disposal of capital assets	-	50,630	-	147,098	-	-	0.00%	-	-	-
Total 08) Other revenue	207,900	1,304,463	544,400	1,602,662	443,500	(100,900)	-18.53%	451,700	463,400	463,100
Total 09) Transfer from reserves - operating	119,800	211,902	988,000	-	86,000	(902,000)	-91.30%	73,000	145,400	307,000
Total 10) Internal Transfers Revenue	374,700	501,172	544,000	357,685	545,000	1,000	0.18%	545,000	545,000	545,000
Total 11) Transfer from reserves - capital	80,000	885,321	155,000	69,500	60,000	(95,000)	-61.29%	65,000	70,000	75,000
Total 12) Government grants - capital	-	3,048,726	-	-	-	-	0.00%	-	-	-
Total 13) Other grants - capital	-	-	-	-	-	-	0.00%	-	-	-
Total 14) Contributed tangible capital assets	-	-	-	-	-	-	0.00%	-	-	-
Total Revenues	35,501,900	46,591,661	38,660,200	41,050,334	39,319,000	658,800	-201.70%	40,124,500	41,099,400	42,187,400
Expenses										
Total 01) Salaries, Wages, and Benefits	12,972,100	12,678,117	13,958,000	12,565,913	14,420,400	462,400	3.31%	15,153,400	15,718,300	16,197,800
Total 02) Contracted and General Services	8,515,700	8,118,991	12,911,600	9,855,211	12,402,600	(509,000)	-3.94%	12,678,800	12,747,100	13,623,200
Total 03) Materials, Goods, Supplies and Utilities	2,996,900	2,854,302	4,686,200	3,615,432	4,868,900	182,700	3.90%	4,976,000	5,132,900	5,394,100
Total 04) Bank Charges and Short Term Interest	52,000	71,694	66,000	81,733	90,000	24,000	36.36%	90,000	90,000	90,000
Total 05) Other Expenditures	-	978	-	(84)	-	-	0.00%	-	-	-
Total 07) Transfers to Individuals and Organisations	284,300	244,329	519,500	430,261	569,600	50,100	9.64%	528,500	534,600	504,400
Total 08) Transfers to Local Boards and Agencies	435,300	437,750	478,200	92,630	491,300	13,100	2.74%	512,000	529,600	547,900
Total 09) Interest on Long-term Debt	488,800	483,065	444,700	257,983	362,500	(82,200)	-18.48%	298,300	256,800	161,800
Total 10) Long-term Debt Payments	2,118,200	2,558,179	2,195,000	2,054,505	2,221,800	26,800	1.22%	1,419,000	3,302,100	909,900
Total 11) Transfers to reserves - operating	350,000	1,311,084	210,000	210,000	812,800	602,800	363.24%	585,500	972,500	340,900
Total 12) Transfer to reserves - capital	1,336,900	2,335,187	2,444,900	2,347,662	2,534,100	186,438	-2.90%	3,338,000	1,590,500	3,872,400
Total 13) Loss on disposal of assets	-	92,998	-	-	-	-	0.00%	-	-	-
Total 14) Internal Transfers Expenses	374,700	501,172	544,000	355,716	545,000	1,000	0.18%	545,000	545,000	545,000
Total 20) Requisitions	-	5,796,318	202,100	4,615,436	-	(202,100)	-100.00%	-	-	-
Total Expense Before Amortization	29,924,900	37,484,165	38,660,200	36,482,399	39,319,000	658,800	-201.70%	40,124,500	41,099,400	42,187,400
Surplus(Deficit)	5,577,000	9,107,496	-	4,567,935	-	-	0.00%	-	-	-
Less Amortization	(6,608,500)	(6,153,183)	(6,025,200)	-	(6,205,800)	(180,600)		(6,205,800)	(6,205,800)	(6,205,800)
NET CONSOLIDATED	(1,031,500)	2,954,313	(6,025,200)	4,567,935	(6,205,800)	(180,600)	3.00%	(6,205,800)	(6,205,800)	(6,205,800)

2025-2028 Operating Budget - Final

Division: General	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	Budget Change 2024 vs 2025	% Change	2026 Forecast	2027 Forecast	2028 Forecast
Revenues										
Total 01) Net municipal property taxes	14,975,700	14,997,500	16,013,600	16,027,889	16,676,700	663,100	4.14%	17,177,000	17,692,300	18,223,100
Total 02) User fees and sales of goods	3,276,400	3,182,847	3,224,500	2,720,843	3,402,000	177,500	5.50%	3,501,600	3,604,000	3,709,500
Total 03) Penalties and cost of taxes	175,000	187,567	175,000	176,372	175,000	-	0.00%	175,000	175,000	175,000
Total 04) Government grants - operating	102,300	204,692	-	204,692	-	-	0.00%	-	-	-
Total 05) Investment & interest income	284,000	434,553	405,300	298,518	460,300	55,000	13.57%	460,300	460,300	460,300
Total 08) Other revenue	1,500	14,455	2,000	39	2,000	-	0.00%	2,000	2,000	2,000
Total 09) Transfer from reserves - operating	-	-	202,100	-	-	(202,100)	-100.00%	-	-	-
Total Revenues	18,814,900	19,021,613	20,022,500	19,428,352	20,716,000	693,500	-203.46%	21,315,900	21,933,600	22,569,900
Expenses										
Total 01) Salaries, Wages, and Benefits	(300,000)	-	(305,000)	-	(343,000)	(38,000)	12.46%	(343,000)	(343,000)	(343,000)
Total 02) Contracted and General Services	132,000	196,870	111,300	218,885	105,300	(6,000)	-5.39%	115,300	125,800	136,800
Total 03) Materials, Goods, Supplies and Utilities	30,600	28,742	25,000	24,777	25,000	-	0.00%	25,000	25,000	25,000
Total 04) Bank Charges and Short Term Interest	52,000	71,694	66,000	81,733	90,000	24,000	36.36%	90,000	90,000	90,000
Total 09) Interest on Long-term Debt	86,700	87,751	100,600	63,644	68,400	(32,200)	-32.01%	52,800	49,100	44,700
Total 10) Long-term Debt Payments	617,000	617,000	617,000	617,000	617,000	-	0.00%	150,000	150,000	150,000
Total 11) Transfers to reserves - operating	100,000	909,200	100,000	100,000	450,000	(350,000)	510.00%	100,000	100,000	100,000
Total 12) Transfer to reserves - capital	662,100	501,794	725,800	725,800	353,700	372,100	-73.31%	953,200	(1,040,000)	946,600
Total 20) Requisitions	-	-	202,100	-	-	-	-100.00%	-	-	-
Total Expense Before Amortization	1,380,400	2,413,050	1,642,800	1,831,839	1,366,400	(276,400)	-183.18%	1,143,300	(843,100)	1,150,100
Surplus(Deficit)	17,434,500	16,608,564	18,379,700	17,596,513	19,349,600	969,900	5.28%	20,172,600	22,776,700	21,419,800
Less Amortization	(743,300)	-	(354,700)	-	(365,300)	(10,600)		(365,300)	(365,300)	(365,300)
NET CONSOLIDATED	16,691,200	16,608,564	18,025,000	17,596,513	18,984,300	959,300	5.32%	19,807,300	22,411,400	21,054,500

2025-2028 Operating Budget - Final

Division: Council and Executive	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	Budget Change 2024 vs 2025	% Change	2026 Forecast	2027 Forecast	2028 Forecast
Revenues										
Total 02) User fees and sales of goods	5,000	-	-	-	-	-	0.00%	-	-	-
Total 03) Penalties and cost of taxes	-	-	-	-	-	-	0.00%	-	-	-
Total 04) Government grants - operating	15,500	-	-	-	-	-	0.00%	-	-	-
Total 05) Investment & interest income	-	(36,386)	-	-	-	-	0.00%	-	-	-
Total 06) Licences and permits	-	-	-	-	-	-	0.00%	-	-	-
Total 08) Other revenue	-	25	-	-	-	-	0.00%	-	-	-
Total 09) Transfer from reserves - operating	29,800	67,858	559,400	-	66,000	(493,400)	-88.20%	5,000	3,400	-
Total Revenues	50,300	31,498	559,400	-	66,000	(493,400)	-111.80%	5,000	3,400	-
Expenses										
Total 01) Salaries, Wages, and Benefits	1,407,600	1,420,822	1,638,100	1,266,807	1,628,400	(9,700)	-0.59%	1,696,700	1,748,700	1,792,700
Total 02) Contracted and General Services	582,400	446,736	987,600	235,245	411,300	(576,300)	-58.35%	375,900	359,000	362,100
Total 03) Materials, Goods, Supplies and Utilities	36,000	14,058	40,000	16,565	36,000	(4,000)	-10.00%	37,000	37,000	37,000
Total 04) Bank Charges and Short Term Interest	-	-	-	-	-	-	0.00%	-	-	-
Total 05) Other Expenditures	-	()	-	-	-	-	0.00%	-	-	-
Total 07) Transfers to Individuals and Organisations	7,000	4,072	-	-	60,000	60,000	100.00%	-	-	-
Total 09) Interest on Long-term Debt	-	37,009	-	-	-	-	0.00%	-	-	-
Total 10) Long-term Debt Payments	-	-	-	-	-	-	0.00%	-	-	-
Total 11) Transfers to reserves - operating	-	12,000	-	-	6,700	6,700	100.00%	28,000	31,300	33,000
Total 12) Transfer to reserves - capital	-	-	-	-	-	-	0.00%	-	-	-
Total 14) Internal Transfers Expenses	-	1,817	-	1,186	-	-	0.00%	-	-	-
Total Expense Before Amortization	2,033,000	1,936,514	2,665,700	1,519,804	2,142,400	(523,300)	-180.37%	2,137,600	2,176,000	2,224,800
Surplus(Deficit)	(1,982,700)	(1,905,017)	(2,106,300)	(1,519,804)	(2,076,400)	29,900	-1.42%	(2,132,600)	(2,172,600)	(2,224,800)
Less Amortization	-	(348,273)	-	-	-	-	-	-	-	-
NET CONSOLIDATED	(1,982,700)	(2,253,290)	(2,106,300)	(1,519,804)	(2,076,400)	29,900	-1.42%	(2,132,600)	(2,172,600)	(2,224,800)

2025-2028 Operating Budget - Final

Division: Strategic & Financial Services	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	Budget Change 2024 vs 2025	% Change	2026 Forecast	2027 Forecast	2028 Forecast
Revenues										
Total 02) User fees and sales of goods	20,000	35,885	39,000	29,315	43,000	4,000	10.26%	43,000	43,000	43,000
Total 03) Penalties and cost of taxes	5,000	8,325	10,000	8,630	10,000	-	0.00%	10,000	10,000	10,000
Total 04) Government grants - operating	40,000	-	10,000	5,000	10,000	-	0.00%	10,000	10,000	10,000
Total 08) Other revenue	5,000	8,724	1,000	8,001	1,000	-	0.00%	1,000	1,000	1,000
Total 09) Transfer from reserves - operating	-	83,839	26,500	-	10,000	(16,500)	-62.26%	7,000	-	7,000
Total 11) Transfer from reserves - capital	-	-	-	-	-	-	0.00%	-	-	-
Total Revenues	70,000	136,772	86,500	50,946	74,000	(12,500)	-185.55%	71,000	64,000	71,000
Expenses										
Total 01) Salaries, Wages, and Benefits	2,710,700	2,349,874	2,505,600	2,207,412	2,607,200	101,600	4.05%	2,702,100	2,770,700	2,830,500
Total 02) Contracted and General Services	1,167,400	1,099,747	1,340,200	1,091,840	1,545,600	205,400	15.33%	1,398,700	1,396,000	1,439,000
Total 03) Materials, Goods, Supplies and Utilities	64,600	44,527	109,600	72,681	128,600	19,000	17.34%	100,100	95,600	95,100
Total 05) Other Expenditures	-	978	-	(84)	-	-	0.00%	-	-	-
Total 07) Transfers to Individuals and Organisations	25,800	25,800	25,800	25,800	28,000	2,200	8.53%	25,800	25,800	25,800
Total 09) Interest on Long-term Debt	-	-	-	-	-	-	0.00%	-	-	-
Total 10) Long-term Debt Payments	-	-	-	-	-	-	0.00%	-	-	-
Total 11) Transfers to reserves - operating	-	-	10,000	10,000	7,000	(3,000)	-30.00%	25,000	32,000	25,000
Total 12) Transfer to reserves - capital	-	-	-	-	-	-	0.00%	-	-	-
Total 14) Internal Transfers Expenses	-	-	-	1,408	-	-	0.00%	-	-	-
Total Expense Before Amortization	3,968,500	3,520,926	3,991,200	3,409,057	4,316,400	325,200	-208.15%	4,251,700	4,320,100	4,415,400
Surplus(Deficit)	(3,898,500)	(3,384,153)	(3,904,700)	(3,358,111)	(4,242,400)	(337,700)	8.65%	(4,180,700)	(4,256,100)	(4,344,400)
Less Amortization	-	-	-	-	-	-	-	-	-	-
NET CONSOLIDATED	(3,898,500)	(3,384,153)	(3,904,700)	(3,358,111)	(4,242,400)	(337,700)	8.65%	(4,180,700)	(4,256,100)	(4,344,400)

2025-2028 Operating Budget - Final

Division: Infrastructure, Operations, and Development Services	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	Budget Change 2024 vs 2025	% Change	2026 Forecast	2027 Forecast	2028 Forecast
Revenues										
Total 02) User fees and sales of goods	12,121,800	12,144,750	13,001,200	10,438,089	13,863,800	862,600	6.63%	14,062,100	14,271,400	14,504,200
Total 03) Penalties and cost of taxes	36,700	27,743	25,000	2,791	25,500	500	2.00%	26,000	26,500	27,000
Total 04) Government grants - operating	-	145,617	-	-	-	-	0.00%	-	-	-
Total 05) Investment & interest income	-	-	-	-	-	-	0.00%	-	-	-
Total 06) Licences and permits	723,100	532,113	479,000	510,913	490,000	11,000	2.30%	501,000	512,000	523,000
Total 07) Gain on disposal of capital assets	-	50,630	-	147,098	-	-	0.00%	-	-	-
Total 08) Other revenue	19,100	384,645	123,000	1,141,944	74,500	(48,500)	-39.43%	75,500	76,500	77,500
Total 09) Transfer from reserves - operating	90,000	54,605	-	-	10,000	10,000	100.00%	45,000	128,000	100,000
Total 10) Internal Transfers Revenue	374,700	487,867	544,000	252,798	545,000	1,000	0.18%	545,000	545,000	545,000
Total 11) Transfer from reserves - capital	80,000	744,604	155,000	69,500	60,000	(95,000)	-61.29%	65,000	70,000	75,000
Total 12) Government grants - capital	-	2,351,932	-	-	-	-	0.00%	-	-	-
Total 14) Contributed tangible capital assets	-	-	-	-	-	-	0.00%	-	-	-
Total Revenues	13,445,400	16,924,505	14,327,200	12,563,133	15,068,800	741,600	-205.18%	15,319,600	15,629,400	15,851,700
Expenses										
Total 01) Salaries, Wages, and Benefits	3,377,600	3,297,292	3,918,400	3,559,650	4,018,800	100,400	2.56%	4,234,100	4,376,300	4,507,200
Total 02) Contracted and General Services	2,555,500	2,470,192	6,027,800	5,326,520	6,096,200	68,400	1.13%	6,543,200	6,543,500	6,628,500
Total 03) Materials, Goods, Supplies and Utilities	1,737,700	1,756,265	3,226,200	2,597,245	3,390,700	164,500	5.10%	3,483,400	3,602,700	3,829,100
Total 07) Transfers to Individuals and Organisations	-	-	-	-	-	-	0.00%	-	-	-
Total 09) Interest on Long-term Debt	322,100	285,943	280,200	153,492	236,500	(43,700)	-15.60%	194,200	162,700	117,100
Total 10) Long-term Debt Payments	1,287,900	1,727,836	1,364,700	1,224,162	1,391,500	26,800	1.96%	1,055,700	1,645,100	759,900
Total 11) Transfers to reserves - operating	250,000	109,884	-	-	139,000	139,000	100.00%	124,000	80,000	169,000
Total 12) Transfer to reserves - capital	594,300	1,523,767	1,640,100	1,551,862	2,101,400	461,300	28.13%	2,305,800	2,551,500	2,846,800
Total 13) Loss on disposal of assets	-	92,998	-	-	-	-	0.00%	-	-	-
Total 14) Internal Transfers Expenses	233,900	303,487	384,000	125,134	384,000	-	0.00%	384,000	384,000	384,000
Total Expense Before Amortization	10,359,000	11,567,665	16,841,400	14,538,064	17,758,100	916,700	-205.44%	18,324,400	19,345,800	19,241,600
Surplus(Deficit)	3,086,400	5,356,840	(2,514,200)	(1,974,931)	(2,689,300)	(175,100)	6.96%	(3,004,800)	(3,716,400)	(3,389,900)
Less Amortization	(4,917,700)	(4,769,849)	(4,689,900)	-	(4,805,700)	(115,800)		(4,805,700)	(4,805,700)	(4,805,700)
NET CONSOLIDATED	(1,831,300)	586,991	(7,204,100)	(1,974,931)	(7,495,000)	(290,900)	4.04%	(7,810,500)	(8,522,100)	(8,195,600)

2025-2028 Operating Budget - Final

Division: Community and Protective Services	2023 Budget	2023 Actual	2024 Budget	2024 Actual	2025 Budget	Budget Change 2024 vs 2025	% Change	2026 Forecast	2027 Forecast	2028 Forecast
Revenues										
Total 02) User fees and sales of goods	1,634,000	1,640,645	1,645,500	1,593,710	1,685,600	40,100	2.44%	1,731,400	1,769,800	1,801,900
Total 03) Penalties and cost of taxes	-	-	-	-	-	-	0.00%	-	-	-
Total 04) Government grants - operating	1,267,300	1,249,465	1,366,600	840,006	1,311,000	(55,600)	-4.07%	1,260,800	1,269,700	1,278,700
Total 05) Investment & interest income	-	-	-	-	-	-	0.00%	-	-	-
Total 06) Licences and permits	37,700	37,813	34,100	30,265	31,600	(2,500)	-7.33%	31,600	31,600	31,600
Total 07) Gain on disposal of capital assets	-	-	-	-	-	-	0.00%	-	-	-
Total 08) Other revenue	182,300	896,614	418,400	452,678	366,000	(52,400)	-12.52%	373,200	383,900	382,600
Total 09) Transfer from reserves - operating	-	5,600	200,000	-	-	(200,000)	-100.00%	16,000	14,000	200,000
Total 10) Internal Transfers Revenue	-	13,305	-	104,887	-	-	0.00%	-	-	-
Total 11) Transfer from reserves - capital	-	140,717	-	-	-	-	0.00%	-	-	-
Total 12) Government grants - capital	-	696,794	-	-	-	-	0.00%	-	-	-
Total 13) Other grants - capital	-	-	-	-	-	-	0.00%	-	-	-
Total Revenues	3,121,300	4,680,954	3,664,600	3,021,547	3,394,200	(270,400)	-192.62%	3,413,000	3,469,000	3,694,800
Expenses										
Total 01) Salaries, Wages, and Benefits	5,776,200	5,610,129	6,200,900	5,532,045	6,509,000	308,100	4.97%	6,863,500	7,165,600	7,410,400
Total 02) Contracted and General Services	4,078,400	3,905,447	4,444,700	2,982,720	4,244,200	(200,500)	-4.51%	4,245,700	4,322,800	5,056,800
Total 03) Materials, Goods, Supplies and Utilities	1,128,000	1,010,710	1,285,400	904,164	1,288,600	3,200	0.25%	1,330,500	1,372,600	1,407,900
Total 05) Other Expenditures	-	-	-	-	-	-	0.00%	-	-	-
Total 07) Transfers to Individuals and Organisations	251,500	214,458	493,700	404,461	481,600	(12,100)	-2.45%	502,700	508,800	478,600
Total 08) Transfers to Local Boards and Agencies	435,300	437,750	478,200	92,630	491,300	13,100	2.74%	512,000	529,600	547,900
Total 09) Interest on Long-term Debt	80,000	72,361	63,900	40,847	57,600	(6,300)	-9.86%	51,300	45,000	-
Total 10) Long-term Debt Payments	213,300	213,343	213,300	213,343	213,300	-	0.00%	213,300	1,507,000	-
Total 11) Transfers to reserves - operating	-	280,000	100,000	100,000	210,100	110,100	110.10%	308,500	409,200	13,900
Total 12) Transfer to reserves - capital	80,500	309,626	79,000	70,000	79,000	-	0.00%	79,000	79,000	79,000
Total 14) Internal Transfers Expenses	140,800	195,867	160,000	227,988	161,000	1,000	0.63%	161,000	161,000	161,000
Total Expense Before Amortization	12,184,000	12,249,692	13,519,100	10,568,199	13,735,700	216,600	-201.60%	14,267,500	16,100,600	15,155,500
Surplus(Deficit)	(9,062,700)	(7,568,738)	(9,854,500)	(7,546,652)	(10,341,500)	(487,000)	4.94%	(10,854,500)	(12,631,600)	(11,460,700)
Less Amortization	(947,500)	(1,035,061)	(980,600)	-	(1,034,800)	(54,200)		(1,034,800)	(1,034,800)	(1,034,800)
NET CONSOLIDATED	(10,010,200)	(8,603,799)	(10,835,100)	(7,546,652)	(11,376,300)	(541,200)	4.99%	(11,889,300)	(13,666,400)	(12,495,500)

Town of Strathmore
2025 Capital Budget
Capital Business Cases - Priority

Number	Function	Department	Business Case Name	Author	2025 Capital Prioritization	Capital Funding	2025 Budget
3211	IODS	41 - Water	AUTO - 3211 - Water Reservoir Upgrades	Ethan Wilson	75.00	Debt	\$5,300,000
4221	SAFS	12 - Administration	AUTO - 4221 - ERP Replacement and Process Optimization	Ray Chan	70.00	LGFF/CCBF	\$150,000
3052	CPS	23 - Fire	AUTO - 3052 - Engine 2 Replacement Fire Truck	David Sturgeon	62.50	LGFF/CCBF	\$480,000
3215	CPS	23 - Fire	AUTO - 3215 - SCBA Replacement	David Sturgeon	60.00	LGFF/CCBF	\$76,000
5290	CPS	72 - Recreation	AUTO - 5290 - Splash Park Recirculation system	Donna McCallum	57.50	LGFF/CCBF	\$300,000
4231	SAFS	12 - Administration	AUTO - 4231 - IT - CPS - Fire Department Internet Upgrade	Ray Chan	57.50	Capital Reserve	\$21,000
3210	IODS	42 - Wastewater	AUTO - 3210 - 42.1 - WWTP PLC/SCADA Upgrades	Ethan Wilson	55.50	Waste Water Reserve	\$87,000
3210	IODS	42 - Wastewater	AUTO - 3210 - 42.1 - WWTP PLC/SCADA Upgrades	Ethan Wilson	55.50	AMWWP Grant	\$38,000
5296	IODS	32- Roads	Roads- EPW 36 RPM Tech 220 Loader Mounted Snow Blower Replacement- 2025	Joe Schultz	53.50	LGFF/CCBF	\$265,000
5279	IODS	31 - Common Services	AUTO - 5279 - Fleet - Portable Column Lifts	Deanna Connington	50.00	Capital Reserve	\$78,000
5271	CPS	72 - Recreation	AUTO - 5271 - Aquatic Center Carbon Monoxide Detector System / Capital Project	Natasha Barron	50.00	LGFF/CCBF	\$9,000
3202	IODS	42 - Wastewater	AUTO - 3202 - 42.1 - WWTP General Plant Upgrades	Ethan Wilson	49.00	Waste Water Reserve	\$60,000
3209	IODS	42 - Wastewater	AUTO - 3209 - 42.1 - Distribution & Collection Out-of-scope Maintenance	Ethan Wilson	49.00	Waste Water Reserve	\$75,000
3098	IODS	32 - Roads	AUTO - 3098 - Roads- PW 22 Sterling 7500 Plow Truck Replacement- 2025	Joe Schultz	48.50	LGFF/CCBF	\$470,000
4225	CPS	12 - Administration	AUTO - 4225 - IT - IODS - GIS Server Upgrade	Ray Chan	48.50	LGFF/CCBF	\$323,000
3212	IODS	32 - Roads	AUTO - 3212 - Road Asset Management Plan (RAMP)	Ethan Wilson	47.00	LGFF/CCBF	\$380,000
3132	CPS	72 - Recreation	AUTO - 3132 - 72 - Parks - PK86 Kenworth Single Axel Water truck Replacement - 2025	Deanna Connington	46.00	LGFF/CCBF	\$170,000
5256	CPS	72 - Recreation	AUTO - 5256 - Curling Rink - Backflow Prevention Install	Marcie Brinton	45.00	Capital Reserve	\$14,000
5295	CPS	72 - Recreation	AUTO - 5295 - Kinsmen Tree Replacement	Donna McCallum	45.00	Capital Reserve	\$50,000
3199	CPS	72 - Recreation	AUTO - 3199 - Aquatic Centre - Expansion Tank & Bladder Replacement	Marcie Brinton	42.50	LGFF/CCBF	\$30,000
5263	SAFS	12 - Administration	AUTO - 5263 - IODS - Public Works Bulk Water Station Payment Terminal Replacement	Ray Chan	42.00	Water Reserve	\$50,000
5238	CPS	72 - Recreation	AUTO - 5238 - Family Centre Ice Resurfacers Batteries	Craig Dilts	41.00	Capital Reserve	\$40,000
3150	IODS	42 - Wastewater	AUTO - 3150 - 42.1 - WWTP UV System	Ethan Wilson	40.50	Waste Water Reserve	\$385,000
5257	SAFS	12 - Administration	AUTO - 5257 - IT - IT Restoration, Consolidation, and Cost Efficiency Roadmap - 10 Years (2024-2034)	Ray Chan	Annual	LGFF/CCBF	\$64,000
3207	CPS	72 - Recreation	AUTO - 3207 - Pathway Lifecycle	Ethan Wilson	Annual	LGFF/CCBF	\$78,000
5302	CPS	72 - Recreation	AUTO - 5302 - Kinsmen Park Christmas Lights	Donna McCallum	Annual	LGFF/CCBF	\$20,000
5303	IODS	32 - Roads	AUTO - 5303 - Sidewalk Improvements	Donna McCallum	Annual	LGFF/CCBF	\$200,000
5304	CPS	72 - Recreation	AUTO - 5304 - Site Furniture	Donna McCallum	Annual	LGFF/CCBF	\$25,000
3213	IODS	32 - Roads	AUTO - 3213 - Capital Projects Engineering	Ethan Wilson	Annual	Capital Reserve	\$75,000
Total:							\$9,313,000

Town of Strathmore 2024 Capital Budget Capital Business Cases - Department Order Prioritized															
Number	Department	Business Case Name	Author	2025 Capital Prioritization	2025 Capital Funding	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget	2033 Budget	2034 Budget
3211	41 - Water	AUTO - 3211 - Water Reservoir Upgrades	Ethan Wilson	75	Debt	5,300,000	150,000								
4221	12 - Administration	AUTO - 4221 - ERP Replacement and Process Optimization	Ray Chan	70	LGFF/CCBF	150,000	500,000	350,000							
3052	23 - Fire	AUTO - 3052 - Engine 2 Replacement Fire Truck	David Sturgeon	62.5	LGFF/CCBF	480,000	1,120,000								
3215	23 - Fire	AUTO - 3215 - SCBA Replacement	David Sturgeon	60	LGFF/CCBF	76,000									
5290	72 - Recreation	AUTO - 5290 - Splash Park Recirculation system	Donna McCallum	57.5	LGFF/CCBF	300,000									
4231	12 - Administration	AUTO - 4231 - IT - CPS - Fire Department Internet Upgrade	Ray Chan	57.5	Capital Reserve	21,000									
3210	42 - Wastewater	AUTO - 3210 - 42.1 - WWTP PLC/SCADA Upgrades	Ethan Wilson	55.5	Waste Water Reserve	87,000	63,000								
3210	42 - Wastewater	AUTO - 3210 - 42.1 - WWTP PLC/SCADA Upgrades	Ethan Wilson	55.5	AMWWP Grant	38,000	27,000								
5296	32- Roads	Roads- EPW 36 RPM Tech 220 Loader Mounted Snow Blower Replacement- 202	Joe Schultz	53.5	LGFF/CCBF	265,000									
5279	31 - Common Services	AUTO - 5279 - Fleet - Portable Column Lifts	Deanna Connington	50	Capital Reserve	78,000									
5271	72 - Recreation	AUTO - 5271 - Aquatic Center Carbon Monoxide Detector System / Capital Proj	Natasha Barron	50	LGFF/CCBF	9,000									
3202	42 - Wastewater	AUTO - 3202 - 42.1 - WWTP General Plant Upgrades	Ethan Wilson	49	Waste Water Reserve	60,000	80,000	60,000	100,000						
3209	42 - Wastewater	AUTO - 3209 - 42.1 - Distribution & Collection Out-of-scope Maintenance	Ethan Wilson	49	Waste Water Reserve	75,000	60,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	
3098	32 - Roads	AUTO - 3098 - Roads- PW 22 Sterling 7500 Plow Truck Replacement- 2025	Joe Schultz	48.5	LGFF/CCBF	470,000									
4225	12 - Administration	AUTO - 4225 - IT - IODS - GIS Server Upgrade	Ray Chan	48.5	LGFF/CCBF	323,000	100,000	110,000	130,000						
3212	32 - Roads	AUTO - 3212 - Road Asset Management Plan (RAMP)	Ethan Wilson	47	LGFF/CCBF	380,000	345,000	365,000	380,000	400,000	420,000				
3132	72 - Recreation	AUTO - 3132 - 72 - Parks - PK86 Kenworth Single Axel Water truck Replacemen	Deanna Connington	46	LGFF/CCBF	170,000									
5256	72 - Recreation	AUTO - 5256 - Curling Rink - Backflow Prevention Install	Marcie Brinton	45	Capital Reserve	14,000									
5295	72 - Recreation	AUTO - 5295 - Kinsmen Tree Replacement	Donna McCallum	45	Capital Reserve	50,000									
3199	72 - Recreation	AUTO - 3199 - Aquatic Centre - Expansion Tank & Bladder Replacement	Marcie Brinton	42.5	LGFF/CCBF	30,000									
5263	12 - Administration	AUTO - 5263 - IODS - Public Works Bulk Water Station Payment Terminal Repla	Ray Chan	42	Water Reserve	50,000									
5238	72 - Recreation	AUTO - 5238 - Family Centre Ice Resurfacer Batteries	Craig Dilts	41	Capital Reserve	40,000									
3150	42 - Wastewater	AUTO - 3150 - 42.1 - WWTP UV System	Ethan Wilson	40.5	Waste Water Reserve	385,000									
5257	12 - Administration	AUTO - 5257 - IT - IT Restoration, Consolidation, and Cost Efficiency Roadmap -	Ray Chan	Annual	LGFF/CCBF	64,000	66,000	66,000	68,000	70,000	72,000	74,000	76,000	78,000	80,000
3207	72 - Recreation	AUTO - 3207 - Pathway Lifecycle	Ethan Wilson	Annual	LGFF/CCBF	78,000	82,000	87,000	91,000	95,000	100,000	105,000	111,000	116,000	122,000
5302	72 - Recreation	AUTO - 5302 - Kinsmen Park Christmas Lights	Donna McCallum	Annual	LGFF/CCBF	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
5303	32 - Roads	AUTO - 5303 - Sidewalk Improvements	Donna McCallum	Annual	LGFF/CCBF	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000	200,000
5304	72 - Recreation	AUTO - 5304 - Site Furniture	Donna McCallum	Annual	LGFF/CCBF	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
3213	32 - Roads	AUTO - 3213 - Capital Projects Engineering	Ethan Wilson	Annual	Capital Reserve	75,000	70,000	60,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
5305	11 - Council	AUTO - 5305 - Capital Priority Projects	Riley Brolly	Annual	Capital Reserve - Tentative		500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000	500,000
3070	32 - Roads	AUTO - 3070 - George Freeman Trail Upgrades	Ethan Wilson	53.75	Multiple Funding			4,700,000			4,200,000				
3071	32 - Roads	AUTO - 3071 - Wildflower Road - Phase 1 to 3	Ethan Wilson	52.25	Multiple Funding		2,300,000			7,700,000					
3097	32 - Roads	AUTO - 3097 - Roads- EPW 57 John Deere 60 Series Excavator Replacement- 202	Joe Schultz	45.5	LGFF/CCBF		167,000								
3103	32 - Roads	AUTO - 3103 - Roads- PW 69 Ford F-150 Replacement- 2025	Joe Schultz	43	Capital Reserve		78,000								
4226	12 - Administration	AUTO - 4226 - IT - Town of Strathmore CCTV and Door Access Control Roadmap	Ray Chan	41.5	LGFF/CCBF		85,000	55,000	105,000	10,000					
4233	72 - Recreation	AUTO - 4233 - Snow Boss - stand on plow	Deanna Connington	41.5	LGFF/CCBF		35,000								
3198	72 - Recreation	AUTO - 3198 - Aquatic Center Lap Pool Circ Pump	Natasha Barron	41	LGFF/CCBF		26,000								
5291	31 - Common Services	AUTO - 5291 - Westlake Shop Upgrades Phase 2	Donna McCallum	38.5	LGFF/CCBF		350,000								
3137	72 - Recreation	AUTO - 3137 - 72 - Parks - EPK 77 - Kubota UTV - Replacement - 2025	Deanna Connington	38	Capital Reserve		60,000								
5237	72 - Recreation	AUTO - 5237 - Family Centre Rooftop Unit	Craig Dilts	36	LGFF/CCBF		115,000								
5254	72 - Recreation	AUTO - 5254 - Family Centre Roofing Project - Phase 3	Marcie Brinton	33.5	LGFF/CCBF		455,000								
5241	72 - Recreation	AUTO - 5241 - Family Centre Dehumidifier	Craig Dilts	33.5	LGFF/CCBF		42,500								
3133	72 - Recreation	AUTO - 3133 - 72 - Parks - PK88 Ford F-150 Replacement - 2025	Deanna Connington	33	Capital Reserve		84,000								
5286	32 - Roads	AUTO - 5286 - Centre Street and Centennial Drive Intersection Improvements	Ethan Wilson	32.5	LGFF/CCBF		50,000								
5250	32 - Roads	AUTO - 5250 - Second Street Road Reconstruction	Ethan Wilson	29.5	Capital Reserve		175,000								
4239	12 - Administration	AUTO - 4239 - IT - IODS - SMB Rooftop Unit Building Automation	Ray Chan	28.5	LGFF/CCBF		90,000								
3145	72 - Recreation	AUTO - 3145 - 72 - Parks - Add new 1 ton with dump box - 2025	Deanna Connington	28	LGFF/CCBF		130,000								
5272	72 - Recreation	AUTO - 5272 - Aquatic Center Mechanical Room Repairs / Capital Project	Natasha Barron	26	LGFF/CCBF		30,000								
5283	72 - Recreation	AUTO - 5283 - Maplewood Drive Boulevard Landscaping	Ethan Wilson	23	Capital Reserve		475,000								
4217	72 - Recreation	AUTO - 4217 - Sounds System Sports Centre	Lisa Montgomery	23	Capital Reserve		40,000								
4236	12 - Director of IODS	AUTO - 4236 - SMB- Electric Baseboard Heat	Donna McCallum	19.5	LGFF/CCBF		12,000								
5293	72 - Recreation	AUTO - 5293 - SMB Improvements	Donna McCallum	19.5	Capital Reserve		93,000								
5240	72 - Recreation	AUTO - 5240 - Family Centre Makeup Air Unit	Craig Dilts	18	LGFF/CCBF		40,000								
5287	26 - Municipal Enforcement	AUTO - 5287 - Sea Can for stolen items	Donna McCallum	14	Capital Reserve		7,000								
5299	12 - Administration	AUTO - 5299 - Wayfinding	Johnathan Strathdee		LGFF/CCBF		25,000								
3051	23 - Fire	AUTO - 3051 - Bush Buggy Replacement Fire Truck	David Sturgeon		LGFF/CCBF		150,000								
3053	23 - Fire	AUTO - 3053 - Squad Fire Truck Replacement	David Sturgeon		LGFF/CCBF		120,000								
3054	23 - Fire	AUTO - 3054 - SCBA Bottles Replacement	David Sturgeon		LGFF/CCBF			150,000							
3055	23 - Fire	AUTO - 3055 - Auto Extrication Tool Replacement	David Sturgeon		LGFF/CCBF				225,000						
3056	23 - Fire	AUTO - 3056 - AED Replacement (Set of 6)	David Sturgeon		LGFF/CCBF				21,000						
3057	23 - Fire	AUTO - 3057 - Thermal Imaging Camera Replacement (Set of 6)	David Sturgeon		LGFF/CCBF				60,000						
3058	23 - Fire	AUTO - 3058 - Rescue Airbag & Strut Replacement (Fire)	David Sturgeon		LGFF/CCBF				50,000						
3059	23 - Fire	AUTO - 3059 - Extractor & Dryer Replacement (Fire)	David Sturgeon		LGFF/CCBF					40,000					
3060	23 - Fire	AUTO - 3060 - CPR Lucas Device Replacement	David Sturgeon		LGFF/CCBF					60,000					
3061	23 - Fire	AUTO - 3061 - Ladder 1 Fire Truck Replacement	David Sturgeon		LGFF/CCBF				750,000	1,750,000					
3062	23 - Fire	AUTO - 3062 - Rescue Trailer Replacement	David Sturgeon		LGFF/CCBF						25,000				
3063	23 - Fire	AUTO - 3063 - Rescue Boat Replacement	David Sturgeon		LGFF/CCBF							35,000			

Town of Strathmore 2024 Capital Budget Capital Business Cases - Department Order Prioritized															
Number	Department	Business Case Name	Author	2025 Capital Prioritization	2025 Capital Funding	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget	2033 Budget	2034 Budget
3064	23 - Fire	AUTO - 3064 - SCBA Compressor Replacement	David Sturgeon		LGFF/CCBF							300,000			
3065	23 - Fire	AUTO - 3065 - SCBA Replacement	David Sturgeon		LGFF/CCBF								350,000		
3066	23 - Fire	AUTO - 3066 - Tender 1 Fire Truck Replacement	David Sturgeon		LGFF/CCBF									850,000	
3067	72 - Recreation	AUTO - 3067 - Family Centre - Ice Plant Control Integration	Craig Dilts		LGFF/CCBF		10,000								
3068	41 - Water	AUTO - 3068 - Third Street Cast Iron Replacement	Ethan Wilson		Water Reserve							1,100,000			
3069	42 - Wastewater	AUTO - 3069 - Central Trunk Sewer Upgrades	Ethan Wilson		Multiple Funding		3,500,000				942,000				
3072	32 - Roads	AUTO - 3072 - Westcreek/Wildflower Arterial	Ethan Wilson		Multiple Funding		4,300,000		6,000,000						
3073	72 - Recreation	AUTO - 3073 - Sports Centre Batting Cage	Lisa Montgomery		LGFF/CCBF		30,000								
3074	72 - Recreation	AUTO - 3074 - Sports Centre Sport Field Divider	Lisa Montgomery		LGFF/CCBF		33,000								
3075	72 - Recreation	AUTO - 3075 - Parks - EPK 71 - Mower Replacement - 2028	Deanna Connington		Capital Reserve					77,000					
3076	72 - Recreation	AUTO - 3076 - 72 - Parks - Mower Replacement / Snow Plow - Unit EPK 74 - 203	Deanna Connington		Capital Reserve							77,000			
3077	72 - Recreation	AUTO - 3077 - 72 - Parks - Unit EPK 80 - Mower / Snow Plow Replacement - 203	Deanna Connington		Capital Reserve							77,000			
3078	41 - Water	AUTO - 3078 - Wildflower Distribution Main Upgrade	Ethan Wilson		LGFF/CCBF								2,500,000		
3079	41 - Water	AUTO - 3079 - Wildflower Reservoir Storage Upgrade	Ethan Wilson		LGFF/CCBF										8,200,000
3080	41 - Water	AUTO - 3080 - Westdale Street Utility Replacement	Ethan Wilson		LGFF/CCBF					1,200,000					
3081	41 - Water	AUTO - 3081 - Fifth Avenue Utility Replacement	Ethan Wilson		LGFF/CCBF								1,955,000		
3082	41 - Water	AUTO - 3082 - Sixth Avenue Utility Replacement	Ethan Wilson		LGFF/CCBF									1,400,000	
3083	41 - Water	AUTO - 3083 - Second Street Utility Replacement & Downtown Beautification	Ethan Wilson		LGFF/CCBF						578,000				
3084	41 - Water	AUTO - 3084 - Fourth Street Utility Upgrades	Ethan Wilson		Multiple Funding		860,000								
3085	41 - Water	AUTO - 3085 - Wheeler Street Waterline Upgrade	Ethan Wilson		LGFF/CCBF				310,000						
3086	41 - Water	AUTO - 3086 - New Bulk Water Depot	Ethan Wilson		Water Reserve			500,000							
3087	42 - Wastewater	AUTO - 3087 - Bow Tertiary Outfall Pump Upgrade	Ethan Wilson		Waste Water Offsite										513,000
3088	72 - Recreation	AUTO - 3088 - Sports Centre -Turf Replacement	Lisa Montgomery		Storm Water Reserve		275,000								
3089	37 - Stormwater	AUTO - 3089 - Storm Pond 7, Phase 1 to 3	Ethan Wilson		Storm Water Reserve						1,625,000				
3090	37 - Stormwater	AUTO - 3090 - Storm Pond 4B Expansion	Ethan Wilson		Storm Water Reserve									410,000	
3091	37 - Stormwater	AUTO - 3091 - Storm Pond 1 Outfall Control Structure	Ethan Wilson		Storm Water Reserve										2,100,000
3092	32 - Roads	AUTO - 3092 - EPW 61 772 motor grader replacement 2029	Joe Schultz		Capital Reserve						775,000				
3093	32 - Roads	AUTO - 3093 - Roads- EPW 49 John Deere 624 Wheel Loader Replacement- 202	Joe Schultz		Capital Reserve				524,000						
3094	32 - Roads	AUTO - 3094 - Roads- EPW 62 John Deere 644 Wheel Loader Replacement- 203	Joe Schultz		Capital Reserve										597,000
3095	32 - Roads	AUTO - 3095 - Roads- EPW 047 Bobcat S300 Replacement 2026	Joe Schultz		Capital Reserve			133,000							
3096	32 - Roads	AUTO - 3096 - Roads- EPW 075 John Deere 333 Compact Track Loader Replacen	Joe Schultz		Capital Reserve										168,000
3099	32 - Roads	AUTO - 3099 - Roads- PW 74 International 7300 Plow Truck Replacement- 2028	Joe Schultz		Capital Reserve					502,000					
3100	32 - Roads	AUTO - 3100 - Roads- OP 004 International HV Single Axle Hook/Plow Truck Re	Joe Schultz		Capital Reserve							350,000			
3102	32 - Roads	AUTO - 3102 - Roads- (awaiting delivery) 2023 International HX Plow Truck Rep	Joe Schultz		Capital Reserve										572,000
3104	32 - Roads	AUTO - 3104 - Roads - PW 25 Chevrolet Silverado 1500 Replacement - 2026	Joe Schultz		Capital Reserve			73,000							
3105	32 - Roads	AUTO - 3105 - Roads- PW 50 Ford F-150 Replacement- 2027	Joe Schultz		Capital Reserve				82,000						
3106	32 - Roads	AUTO - 3106 - Roads- PW 71 Ford F-150 Replacement- 2028	Joe Schultz		Capital Reserve					76,000					
3107	32 - Roads	AUTO - 3107 - Roads- PW 64 Chevrolet Silverado 1500 Replacement- 2029	Joe Schultz		Capital Reserve						85,000				
3108	32 - Roads	AUTO - 3108 - Roads- PW 67 Chevrolet Silverado 1500 Replacement- 2030	Joe Schultz		Capital Reserve							79,000			
3109	32 - Roads	AUTO - 3109 - Roads- PW 72 Chevrolet Silverado 1500 Replacement- 2031	Joe Schultz		Capital Reserve								89,000		
3110	32 - Roads	AUTO - 3110 - Roads- PW 76 Ford F-150 Replacement- 2032	Joe Schultz		Capital Reserve									82,000	
3111	32 - Roads	AUTO - 3111 - Roads- PW 77 Ford F-150 Replacement- 2033	Joe Schultz		Capital Reserve										93,000
3112	32 - Roads	AUTO - 3112 - Roads- PW 006 Chevrolet Silverado 3500 Dump Box Replacemen	Joe Schultz		Capital Reserve				130,000						
3113	32 - Roads	AUTO - 3113 - Roads- PW 78 Ford F-550 Dump Box Replacement- 2032	Joe Schultz		Capital Reserve									146,000	
3114	32 - Roads	AUTO - 3114 - Roads- OP 012 Hydrovac Trailer Replacement- 2032	Joe Schultz		Capital Reserve									160,000	
3115	32 - Roads	AUTO - 3115 - Roads- EPW 76 Marathon Crack Sealer Replacement- 2032	Joe Schultz		Capital Reserve									90,000	
3116	32 - Roads	AUTO - 3116 - Roads- EPW 66 Hot Box Trailer Replacement- 2026	Joe Schultz		Capital Reserve			96,000							
3117	32 - Roads	AUTO - 3117 - Roads- OP- 13 Big Tex Tilt Deck Trailer Replacement- 2030	Joe Schultz		Capital Reserve							20,000			
3118	32 - Roads	AUTO - 3118 - Roads- New Purchase- Asphalt Recycler Purchase- 2026	Joe Schultz		Capital Reserve			160,000							
3119	32 - Roads	AUTO - 3119 - Roads- New Purchase- Wood Chipper Purchase- 2026	Joe Schultz		Capital Reserve			85,000							
3120	32 - Roads	AUTO - 3120 - Roads- EPW 59 Variable Message Sign Board Replacement- 2031	Joe Schultz		Capital Reserve								30,000		
3121	32 - Roads	AUTO - 3121 - Roads- EPW 60 Variable Message Sign Board Replacement- 2031	Joe Schultz		Capital Reserve								30,000		
3122	32 - Roads	AUTO - 3122 - Roads- New Purchase- 2x Variable Message Sign Boards- 2031	Joe Schultz		Capital Reserve								60,000		
3123	32 - Roads	AUTO - 3123 - Facilities- OP 008 Ram Promaster Replacement- 2028	Joe Schultz		Capital Reserve					123,000					
3124	32 - Roads	AUTO - 3124 - Roads- PW 75 Ford f-350 Service Truck Replacement- 2026	Joe Schultz		Capital Reserve			160,000							
3125	32 - Roads	AUTO - 3125 - Roads- OP 001 Elgin Street Sweeper Replacement- 2031	Joe Schultz		Capital Reserve								417,000		
3127	72 - Recreation	AUTO - 3127 - 72 - Parks - PK90 - GMC 2500 Replacement - 2027	Deanna Connington		Capital Reserve				68,000						
3128	72 - Recreation	AUTO - 3128 - 72 - Parks - OP 003 - Ford F150 Replacement - 2028	Deanna Connington		Capital Reserve					68,000					
3129	72 - Recreation	AUTO - 3129 - Sports Centre - Motor & Lifts for Basketball Hoops & Curtains	Lisa Montgomery		LGFF/CCBF										12,000
3130	72 - Recreation	AUTO - 3130 - 72 - Parks - OP 011 - Ford F150 - Replacement - 2029	Deanna Connington		Capital Reserve						68,000				
3131	72 - Recreation	AUTO - 3131 - 72 - Parks - PK 89 GMC 3500 1 Ton Dump Box Replacement - 203	Deanna Connington		Capital Reserve							120,000			
3135	72 - Recreation	AUTO - 3135 - 72 - Parks - Wide Area Mower Replacement - 2033	Deanna Connington		Capital Reserve										116,000
3136	72 - Recreation	AUTO - 3136 - 72 - Parks - John Deere Zero Turn Mower Replacement - 2032	Deanna Connington		Capital Reserve									18,000	
3138	72 - Recreation	AUTO - 3138 - Parks - OP 002 - Kubota Tractor Replacement - 2028	Deanna Connington		Capital Reserve					100,000					
3139	72 - Recreation	AUTO - 3139 - 72 - Parks - OP 006 - MT7 Trackless - Replacement - 2030	Deanna Connington		Capital Reserve							180,000			
3140	72 - Recreation	AUTO - 3140 - 72 - Parks - OP 014 - MT7 Trackless - Replacement - 2034	Deanna Connington		Capital Reserve										180,000
3141	72 - Recreation	AUTO - 3141 - 72 - Parks - New 1/2 ton pick up truck - 2030	Deanna Connington		Capital Reserve							68,000			

Town of Strathmore 2024 Capital Budget Capital Business Cases - Department Order Prioritized															
Number	Department	Business Case Name	Author	2025 Capital Prioritization	2025 Capital Funding	2025 Budget	2026 Budget	2027 Budget	2028 Budget	2029 Budget	2030 Budget	2031 Budget	2032 Budget	2033 Budget	2034 Budget
3142	72 - Recreation	AUTO - 3142 - 72 - Parks - New 1/2 ton pick up truck - 2031	Deanna Connington		Capital Reserve								68,000		
3143	72 - Recreation	AUTO - 3143 - 72 - Parks - Add new 1/2 ton pickup truck to fleet - 2032	Deanna Connington		Capital Reserve									68,000	
3144	72 - Recreation	AUTO - 3144 - 72 - Parks - Add new 1/2 ton pickup truck to fleet - 2033	Deanna Connington		Capital Reserve										68,000
3146	72 - Recreation	AUTO - 3146 - Sport Centre - Fitness Facility	Lisa Montgomery		LGFF/CCBF		179,000								
3149	72 - Recreation	AUTO - 3149 - 72 - Parks - New washrooms/change rooms for Splash Park	Deanna Connington		LGFF/CCBF			300,000							
3151	42 - Wastewater	AUTO - 3151 - 42.1 - WWTP HVAC Lifecycle Replacements	Ethan Wilson		Waste Water Reserve		80,000			120,000					
3152	42 - Wastewater	AUTO - 3152 - 42.1 - WWTP VFD Lifecycle Replacements	Ethan Wilson		Waste Water Reserve			150,000							
3153	42 - Wastewater	AUTO - 3153 - 42.1 - WWTP MCC Lifecycle Replacements	Ethan Wilson		Waste Water Reserve									150,000	
3154	42 - Wastewater	AUTO - 3154 - 42.1 - WWTP Lagoon Refurbishment	Ethan Wilson		Waste Water Reserve			60,000	300,000	300,000	100,000				
3155	42 - Wastewater	AUTO - 3155 - 42.1 - WWTP Alum Tank Replacement	Ethan Wilson		Waste Water Reserve					100,000					
3156	42 - Wastewater	AUTO - 3156 - 42.1 - WWTP Primary & Secondary Treatment	Ethan Wilson		Waste Water Reserve					400,000	350,000	200,000			
3157	42 - Wastewater	AUTO - 3157 - 42.1 - Lift Station Lifecycle Replacements	Ethan Wilson		Waste Water Reserve					60,000	160,000	160,000			
3158	42 - Wastewater	AUTO - 3158 - 42.1 - WWTP Centrifuge Lifecycle Replacements	Ethan Wilson		Waste Water Reserve							360,000			
3159	42 - Wastewater	AUTO - 3159 - 42.1 - WWTP Blower System Replacement	Ethan Wilson		Waste Water Reserve								200,000		
3160	42 - Wastewater	AUTO - 3160 - 42.1 - WWTP Headworks Replacement	Ethan Wilson		Waste Water Reserve									100,000	
3161	42 - Wastewater	AUTO - 3161 - WWTP Control Building Upgrades	Ethan Wilson		Waste Water Reserve										60,000
3162	42 - Wastewater	AUTO - 3162 - 42.1 - WWTP UV Lifecycle Replacements	Ethan Wilson		Waste Water Reserve								400,000		
3163	41 - Water	AUTO - 3163 - 41.1 - Wildflower Reservoir Instrument Replacements	Ethan Wilson		Water Reserve									60,000	
3164	72 - Recreation	AUTO - 3164 - 72 - Parks - Replacement Lambert Park washrooms	Deanna Connington		Capital Reserve				150,000						
3165	72 - Recreation	AUTO - 3165 - 72 - Parks - Playground replacement - Green Meadows	Deanna Connington		Capital Reserve				90,000						
3166	72 - Recreation	AUTO - 3166 - 72 - Parks - Playground replacement - Terry Ray Clark Park	Deanna Connington		Capital Reserve		90,000								
3178	72 - Recreation	AUTO - 3178 - Aquatic Center Audio System / Capital	Natasha Barron		LGFF/CCBF		23,000								
3179	72 - Recreation	AUTO - 3179 - Aquatic Center Waterslide Stairs / Capital	Natasha Barron		LGFF/CCBF		15,000								
3180	72 - Recreation	AUTO - 3180 - Aquatic Center Flooring / Capital	Natasha Barron		LGFF/CCBF			43,000							
3182	72 - Recreation	AUTO - 3182 - Aquatic Center Heat Exchangers / Capital	Natasha Barron		LGFF/CCBF		10,000								
3183	72 - Recreation	AUTO - 3183 - Aquatic Center Heat Exchanger Lap Pool / Capital	Natasha Barron		LGFF/CCBF										17,000
3184	72 - Recreation	AUTO - 3184 - Aquatic Center UV Film Windows / Capital	Natasha Barron		LGFF/CCBF			16,000							
3185	72 - Recreation	AUTO - 3185 - Aquatic Center Fencing Under Waterslide / Capital	Natasha Barron		LGFF/CCBF		7,000								
3186	72 - Recreation	AUTO - 3186 - Aquatic Center Diving Board / Capital	Natasha Barron		LGFF/CCBF					8,000					
3187	72 - Recreation	AUTO - 3187 - Aquatic Center Re-Tile Spa / Hot Tub / Capital	Natasha Barron		LGFF/CCBF										100,000
3188	72 - Recreation	AUTO - 3188 - Aquatic Center Re-Tile Kiddy Pool / Capital	Natasha Barron		LGFF/CCBF										125,000
3189	72 - Recreation	AUTO - 3189 - Aquatic Center Diving Blocks / Capital	Natasha Barron		LGFF/CCBF							35,000			
3190	72 - Recreation	AUTO - 3190 - Aquatic Center Front Desk Reception, Replacement / Capital	Natasha Barron		LGFF/CCBF					25,000					
3191	72 - Recreation	AUTO - 3191 - Aquatic Center Replace Tiles All Changerooms & Pool Deck Area	Natasha Barron		LGFF/CCBF										650,000
3192	72 - Recreation	AUTO - 3192 - Aquatic Center Baffles / Capital	Natasha Barron		LGFF/CCBF			125,000							
3193	72 - Recreation	AUTO - 3193 - Aquatic Center Replace Sand Filters / Capital	Natasha Barron		LGFF/CCBF		35,000								
3194	72 - Recreation	AUTO - 3194 - Aquatic Center Replace Filters Hot Tub & Kiddy Pool / Capital	Natasha Barron		LGFF/CCBF				27,000						
3195	72 - Recreation	AUTO - 3195 - Aquatic Center Replace Lockers / Capital	Natasha Barron		LGFF/CCBF		140,000								
3196	72 - Recreation	AUTO - 3196 - Aquatic Center Chairlift / Capital	Natasha Barron		LGFF/CCBF		10,000								
3197	72 - Recreation	AUTO - 3197 - Aquatic Center Domestic Hot Water Tanks / Capital	Natasha Barron		LGFF/CCBF		15,000								
3208	42 - Wastewater	AUTO - 3208 - 42.1 - WWTP Lab Equipment	Ethan Wilson		Waste Water Reserve			20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000
5239	72 - Recreation	AUTO - 5239 - Family Centre Arena - Expansion	Craig Dilts		LGFF/CCBF										
5242	72 - Recreation	AUTO - 5242 - Family Centre Desuperheater	Craig Dilts		LGFF/CCBF		100,000								
5251	32 - Roads	AUTO - 5251 - Westlake Road Reconstruction	Ethan Wilson		Capital Reserve		130,000								
5252	32 - Roads	AUTO - 5252 - Parklane Drive Reconstruction	Ethan Wilson		Capital Reserve				300,000						
5280	42 - Wastewater	AUTO - 5280 - 42.1 WWTP Centrifuge Overhaul	Ethan Wilson		Waste Water Reserve		100,000								
5281	42 - Wastewater	AUTO - 5281 - 42.1 - WWTP Effluent Pumphouse Rehabilitation	Ethan Wilson		Waste Water Reserve		80,000	150,000							
5284	42 - Wastewater	AUTO - 5284 - 42.1 - WWTP Polymer Make-Up System	Ethan Wilson		Waste Water Reserve		325,000								
5301	12 - Administration	AUTO - 5301 - Digital Highway Sign	Johnathan Strathdee		LGFF/CCBF										
Total:						9,313,000	18,989,500	8,869,000	10,826,000	14,149,000	10,365,000	4,205,000	7,151,000	4,593,000	14,588,000



Request for Decision

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: November 28, 2024

Meeting Date: December 4, 2024

SUBJECT: Council Meeting Schedule Amendment - December 2024 Meetings

RECOMMENDATION: THAT Council change the meeting scheduled on December 11, 2024 at 6:00 p.m. in Council Chambers from a Committee of the Whole to a Regular Council Meeting.

AND THAT Council cancel the Regular Council Meeting on December 18, 2024 at 6:00 p.m. in Council Chambers.

STRATEGIC PRIORITIES:



Affordable Housing



Climate Resiliency



Community Development



Community Wellness



Economic Development



Financial Sustainability

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

The December 18, 2024 Meeting was originally planned as an opportunity to finalize the 2025 Budget, should it not be adopted on December 4, 2024. Several other Bylaws have since been identified as requiring adoption before December 31, 2024. By changing the December 11, 2024 COTW to be a Regular Council Meeting it would allow for Council to consider these items sooner, and provides Administration with additional time to execute before the end of the year.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

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

POLICY:

N/A

IMPLEMENTATION:

If Council decides to make changes to the meeting schedule, Administration will notify the public in accordance with section 8.5 of Council Procedure Bylaw, No. 23-17.

BACKGROUND:

The Town of Strathmore's Meeting Schedule was prepared in accordance with Council's Procedure Bylaw, No. 23-17, and adopted during the October 23, 2024 Organizational Meeting.

As per 8.3 in the Council Procedure Bylaw, a meeting may be changed:

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

As per 8.5 in the Council Procedure Bylaw a meeting may be cancelled:

- "A Regular Council Meeting may be cancelled by a vote of the majority of Councillors at a previously held meeting or by the Mayor with two-thirds (2/3) written support of Council as a Whole."

The proposed Agenda for a December 11, 2024 Regular Council Meeting would be as follows:

Delegations	5.1	RCMP Q2 2024 Municipal Policing Report
Confirmation of Meeting Minutes	6.1	Regular Council Meeting Minutes - December 4, 2024
Business	7.1	Financial Reserve Policy No. 1817
Business	7.2	Chief Administrative Officer (CAO) Bylaw Amending Bylaw No. 24-24
Bylaws	10.1	Intermunicipal Development Plan (IDP) Bylaw No. 24-15
Bylaws	10.2	Municipal Election Bylaw No. 24-18
Bylaws	10.3	Election Sign Bylaw No. 24-19

KEY ISSUE(S)/CONCEPT(S):

The key issue is whether or not Council would like to alter the December 2024 Meeting Schedule as per Attachment I - to allow for decisions to be made earlier in the month by:

- changing the December 11, 2024 Committee of the Whole Meeting to a Regular Council Meeting
- cancelling the December 18, 2024 Regular Council Meeting.

DESIRED OUTCOMES:

For Council to direct Administration to change the December 2024 Meeting Schedule.

COMMUNICATIONS:

Any changes or cancellations would be communicated via physical posting in the Town foyer and online channels as per 8.3 which states:

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

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

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

Johnathan Strathee, Manager of Legislative Services

Approved
- 26 Nov
2024

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

Approved
- 27 Nov
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 28 Nov
2024

Proposed
Update:



TOWN OF STRATHMORE'S MEETING SCHEDULE

NOVEMBER 6, 2024 – NOVEMBER 3, 2025*

Updated December 4, 2024

Regular Council Meetings

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

TIME:

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

LOCATION:

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

*Unless otherwise amended by Council Resolution.

Proposed
Update:



TOWN OF STRATHMORE'S MEETING SCHEDULE

NOVEMBER 13, 2024 – NOVEMBER 3, 2025*

Updated December 4, 2024

Committee of the Whole Meetings

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

TIME:

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

LOCATION:

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

*Unless otherwise amended by Council Resolution.



Report for Council

To: Council

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

Date Prepared: November 3, 2024

Meeting Date: December 4, 2024

SUBJECT: Corporate Strategic Plan & Financial Plan Quarterly Report - Q3 2024

RECOMMENDATION: Information for Council.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

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 3 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:

At the end of Quarter 3 for 2024, the overall budget is on target, with a forecasted Operating Surplus of \$70 thousand over budget. The forecast includes \$1.04 million in Offsite Levy receipts/Transfers to Reserve, as well as user fees are forecasted to be \$548 thousand lower than budget, due to the impact 2024 Calgary Water-Main break (i.e. water and facility lost revenues). Government grants are forecasted to be \$405 thousand higher than budgeted, due to Local Government Fiscal Framework operating grant received ((\$204 thousand), and anticipated recovery of the Water Main Break costs (\$163 thousand).

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 - Q3 2024 - FINAL](#)

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

Approved
- 29 Nov
2024

Veronica Anderson, Legislative Services Officer

Approved
- 29 Nov
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 29 Nov
2024

Corporate Quarterly Report

Quarter Three – 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	2
• Council's Strategic Priorities	2
• Business Plan	2
Q3 Progress Summary	3
Q3 Progress Report Details	4
Financial Summary	15
Municipal Operating Variance Analysis	15
• Operating Budget Summary	17
• Capital Budget Summary	18

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.

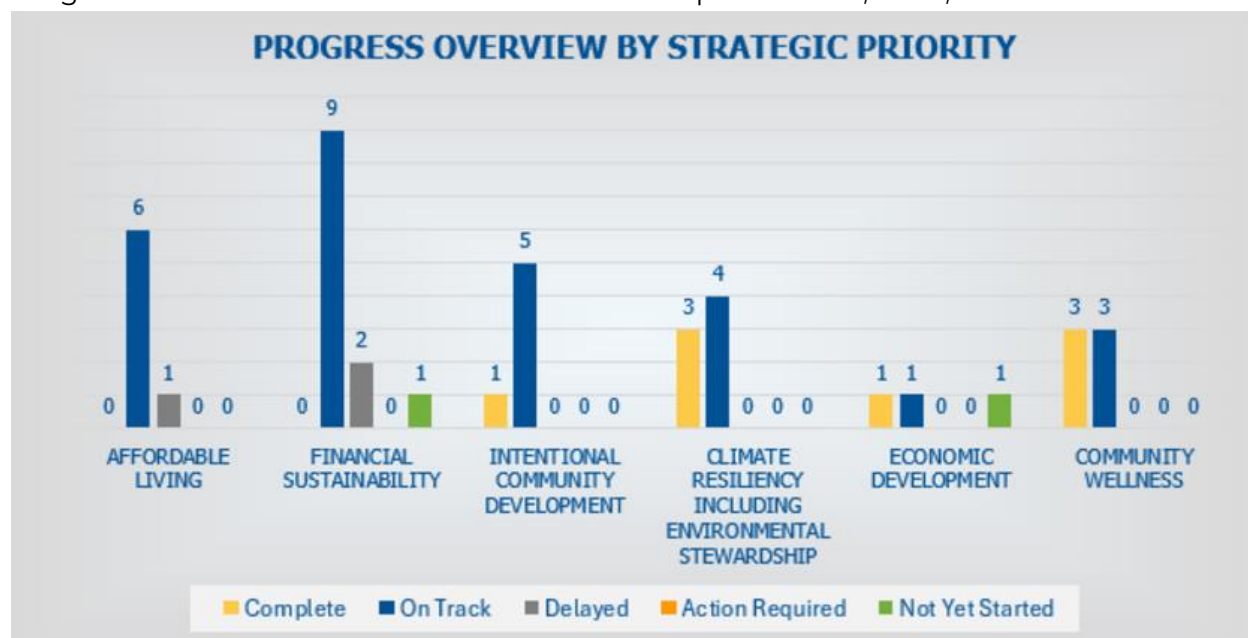
Q3 Progress Summary

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.	8
↑ On Track	This initiative is on schedule and progress is being made.	28
▲ Delayed	This initiative is experiencing some setbacks, but progress is still being made.	3
⬢ 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 has identified 41 administrative actions to support Council's strategic priorities. The timelines for these initiatives have timelines from January 2022 and December 2026 inclusive.




Progress on these administrative actions as of September 30, 2024, can be seen below.



Q3 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	Q3 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	The Municipal Development Plan draft is well under way and municipal staff will have a sharable internal document in early 2025. The tax ratio target is one of the draft policies in the document. Policies around newer residential communities including, at least, a portion of mixed-use and commercial land uses, are also expected as draft policies in the MDP document.
 1.1.b Increasing Housing Product Forms - LUB Amendments	Jun 2023 - Dec 2024	Several Land Use Bylaw amendment applications have been received in 2024, and Staff anticipate receiving more in Q4, into 2025, and beyond. Applications received so far 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 have been encouraging 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.
↑	1.1.d Annexation Exploration	Jan 2024 – Jun 2025	Exploring opportunities with landowners, developers and Wheatland County, while developing the IDP.
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	<p>The Municipal Development Plan (MDP) will guide projects, initiatives, and stakeholders for broader strategic development. The MDP, currently in draft, is expected to go before Council in Q1 2025 as the Council workshop was completed in Q4 of 2024. Public engagement is ongoing with in-person sessions and a dedicated webpage.</p> <p>True North is building upon the Social Needs Assessment with a Housing Needs Assessment.</p>
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	As of September 2024 – 29 new builds
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	Q3 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	Administration brought the updated Offsite Levy Bylaw to Council in October for the first reading and returned in early November with a Public Hearing and second and third reading.
	2.1.viii Consider offsite levy implementation for vertical infrastructure	Jan 2023 - Jun 2024	This is ongoing, an Off-site Levy report was provided to Council in November of 2023. Not being considered in the 2024 OSL Bylaw update.
	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 proposed 2025 budget, a dedicated RMR program has been established for Council's consideration.



	2.2.a Explore and inventory operational efficiencies opportunities (systems, technology, and synergies with local and regional partners)	April 2022 - Ongoing	This is ongoing. As the budget process continued to be refined there may be more opportunities to recognize operational efficiencies.
	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 forecast debt service to revenue ratio is 5.8%.
Tax supported debt ratio	Finance	7.0% Tax supported debt ratio based on 2024 forecast. Calculated as Annual Debt Charges (Principal + Interest) as a percentage of Operating Revenue - \$2.64 / \$37.91M, down from an 8.5% Tax supported debt ratio in 2023.
Percentage of infrastructure replacement costs in reserves	Finance/Asset Management	Currently, we have 2% 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	Q3 Progress Update
3.1 Connective Community			
↑	3.1.a Trail Connectivity Plan	Jan 2023 - Jun 2025	The 2024 Capital Prioritization has been undertaken. This is an annual exercise with pathways upgrades & development occurring. 2024 will see 4 RRFs installed, and a new staircase designed and constructed in Strathmore Lakes for safe/easy access in the winter months. 2025 capital projects will be determined by Council through budget considerations.
3.2 Synergistic Partnerships			
↑	3.2.a Development of an Intermunicipal Development Plan (IDP) and ICF with Wheatland County	April 2022 - Jun 2024	The Town and County were awarded \$200,000 through the Alberta Communities Partnership Grant to support the IDP. The IDP was brought to Council in October 2024 and completed first reading. Administration is expected to bring the plan back to Council in November for second and third reading. The ICF has been approved by Council.
↑	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 2025	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	Training was provided to all staff and Council. DEI declaration was approved.

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	Engaged in ongoing discussions with developers around Legacy Farms to support strategic initiatives.
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	Q3 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	Worked with regional partners (ie City of Calgary) and stakeholders (ie WID) on the plan. 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	Ongoing. Changing the CSMI structure is a continuous discussion, but no changes are imminent.
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	Ongoing. Exploring energy recovery for the reservoir and engaging stakeholders on other opportunities.
↑ 4.2.c Sustainable water use strategies	Jan 2023 – Jun 2024	Wetland Policy being updated along with reviewing stormwater and effluent re-use options.

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	Q3 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 Transaction Policy expected late 2024, early 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 Year to end of September 2024 - \$19,789,157.
Permit applications	Planning	2024 Year to end of March - 177 permits have been issued.
Non-residential permits	Planning	Of the 177 permits that have been issued, 24 are non-residential.

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	Q1 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.

	vibrant, connected community		
6.2 Efficient and Effective Intra- and Inter- Community Service Provision			
↑	6.2.a Evaluate options for services provision inclusive of Town, NGOs, private, institutional and partnerships	Jan 2025 - Ongoing	Preliminary work has started but this will evolve as relationships with local partners are developed.
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.

Tracking Items	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 23,635 users (programs, lessons, and public swimming) from January to October. There were over 2,500 registrations in lessons (school, group, and private) and over 100 in Speciality Courses offered at the facility (an 118% increase from 2023).

		As of September 2024, Operations has scheduled and assisted with 77 events at Kinsmen Park & other outdoor spaces.
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. The Strathmore FCSS saw 75 individuals volunteer for events to date in 2024.
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 is experiencing a reduction in property crimes (theft of vehicles, thefts from vehicles, and break & enters) by 5% from a six-year average.

Financial Summary

At the end of Quarter 3 for 2024, the overall budget is on target, with a forecasted budget surplus of \$70 thousand. Overall, Revenues are expected to be 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 are forecasted as \$548 thousand lower than budgeted, due to impact of the Calgary Water Main break and subsequent water restrictions. Government Grants are forecasted to be \$405 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).

Municipal

Operating:

- \$38.7 million is the revised budgeted revenue for 2024. Current forecast for the year is \$39.4million; \$768 thousand above budget.
- \$38.7 million is the revised budgeted expenses for 2024. Current forecast for the year is \$39.5 million; \$837thousand above budget.

Capital:

- There are 71 municipal capital projects for 2024.
- The capital forecast spend is \$7.394 million vs the budget of \$8.948 million.
- \$1.355 million has been identified as requiring carry forward funding in 2025.

Investments

- Investment book values total \$12.06 Mil at September 30th. One redemption and subsequent purchase has occurred year to date.

Reserves

- Operating transfers into reserve forecasted to date of \$675 thousand (Financial Stabilization fund; Elections, RCMP).
- Capital transfers into reserves to date of \$1.04 million (12 Offsite Levies).

Debt

- Outstanding debt of \$14.38 million at September 30th. Only repayments noted to date, no extension of debt.

Municipal Operating Variance Analysis

Council

- Council is currently on budget.

General Revenue & Taxation

- Taxation categories are currently on budget.

- Quarter 3 includes annual billed property taxes.

Administration - General

- Administration is forecasted to be \$49 thousand under budget, mainly related to forecasted reductions in Town-wide wage pooling caused by three staff vacancies.

Strategic, Administrative and Financial Services

- Strategic, Administrative and Financial Services is forecasted to be \$103 thousand under budget; with major contributors being forecasted Communications and Marketing Advertising/Promotion reductions compared to budget and savings from staff vacancies.

Community & Protective Services

- Community & Protective Services is forecasted to be on \$368 thousand under budget. Variances in the year are mainly related to watermain expenses, and forest fire response (recovered by grants).

Infrastructure, Operations and Development Services

- Infrastructure, Operations and Development Services are forecasted to be \$673 thousand over budget.
- Net revenue is forecasted to be under budget due to water main break and subsequent restrictions resulted in reduced forecasted utility revenue (\$537 thousand).

Operating Budget Summary

Quarter 3 2024 - Operating Budget Forecast

Net Surplus (Deficit) Summary

January To September 2024

	2024 Budget	2024 Actuals	2024 Forecast	2024 Forecast Variance	Comments
Revenues					
Total Property Taxes	16,013,600	16,015,030	16,015,030	1,430	
User fees and sales of goods	17,910,200	12,972,723	17,361,753	-548,447	Water Revenue lower due to water main break \$538k
Penalties and Cost of Taxes	210,000	153,985	198,700	-11,300	Reduced Water Penalties by \$18k - i.e. not running penalty billing
Government Grants - Operating	1,376,600	966,299	1,781,250	404,650	LGFF Operating Budget Grant not budgeted \$204K, Water Main Break \$163K
Investment & Interest Income	405,300	246,445	400,351	-4,949	
Licences and Permits	513,100	441,945	490,350	-22,750	
Gain on Sale of Capital Assets	-	31,995	-	-	
Other Revenues	544,400	1,277,553	1,632,452	1,088,052	12 Offsite Levy payments year to date
Transfer from Reserves - Operating	988,000	-	988,000	-	
Internal Transfers Revenue	544,000	320,850	544,000	-	
Transfer from Reserves - Capital	155,000	-	224,500	69,500	
Total Revenues	38,660,200	32,426,824	39,636,386	976,186	
Expenses					
Salaries, Wages, and Benefits	13,958,000	10,392,800	13,734,814	-223,186	Staff vacancies offset with Emergency staffing expenditures (which are offset with grant revenues/insurance claims)
Contracted and General Services	12,072,500	7,644,305	11,793,190	-279,310	\$465k RCMP contract reduction transferred to Reserves
Materials, Goods, Supplies & Utilities	4,888,800	2,934,281	4,776,042	-112,758	
Bank and Short Term Interest Charges	149,100	111,523	177,100	28,000	Credit card fees \$24K
Other Expenditures	-	-	-	-	
Transfers to Individuals and Organisations	721,600	424,180	721,600	-	This includes payment to MA for Education Requisition
Transfers to Local Boards and Agencies	1,031,600	92,630	1,023,030	-8,570	
Interest on Long-term Debt	444,700	187,899	444,700	-	
Long-term Debt Principal Payments	2,195,000	1,760,072	2,195,000	-	
Transfers to Reserves - Operating	210,000	210,000	675,000	465,000	RCMP short fall transfer to reserves
Transfers to Reserves - Capital	2,444,900	2,102,466	3,482,250	1,037,350	12 Offsite Levy payments year to date
Internal Transfers Expenses	544,000	318,881	544,000	-	
Total Expenses	38,660,200	26,179,037	39,566,726	906,526	
Net Surplus (Deficit)	-	6,247,787	69,660	69,660	

Capital Budget Summary

Budget vs. Forecast Comparison

\$7.394 million is forecasted to be spent out of the \$8.95 million cumulative capital budget. Year-to-date spend is \$4.557 million. \$1.335 million has been identified as requiring carry forward for 2025.

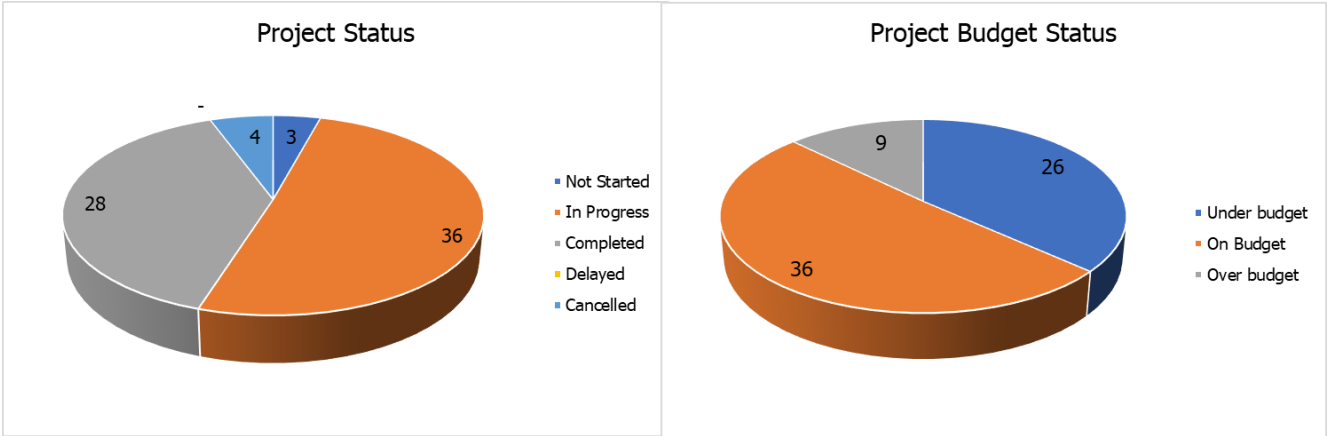
The original approved capital budget was \$7.01 million. Council approved a carry forward budget amount of \$1.46 million. Council has approved 9 additional projects totalling \$862 thousand, offset by the cancellation of 3 projects for \$390 thousand and reallocation of funding between projects.

Project Status

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

Project Completion

Town administration has had another early start on the 2024 Capital Projects. Based on current forecasts, most projects are likely to be fully completed by year end.



2024 Quarter 3 (Jan to Sept) - Capital Budget Report

Capital Project Name	Project Code	Manager	2024 Revised Budget	2024 Actual Spent	Forecast Spend	Budget Variance	Carry Forward Funding Required	Project Status	Comments
Administration									
Rebranding Rollout	COM_MA0001	Johnathan Strathdee	6,000	162	6,000	-		In Progress	Working with a third party regarding brand expansion and development of templates.
Event Tools and Equipment	COM_MA0002	Johnathan Strathdee	5,000	1,571	5,000	-		In Progress	
Wayfinding	COM_MA2401	Johnathan Strathdee	75,000	-	30,000	45,000	45,000	Not Started	Spoke with SLT, recommendation is to decrease budget to \$30,000; will request that project is carried into 2025.
Digital Highway Sign (Removal)	COM_MA2402	Johnathan Strathdee	10,000	-	10,000	-		In Progress	Working with Infrastructure on the removal of the high way sign
WHMB Site Contamination Mitigation	INF_LI2401	Ethan Wilson	100,000	-	100,000	-		In Progress	Ongoing. Report received and under review
GP Upgrades	FNC_MA0002	Ray Chan	30,000	13,196	30,000	-		In Progress	Quality Assurance (QA testing) environment substantially completed, pending for Transition to Operations (TTO) training, ETA Q4 2024. Add'l Diamond software bug patching in Q3/4.
Offsite Backups	INF_MA0001	Ray Chan	13,700	5,764	13,700	-		In Progress	Offsite Backup implemented between SMB and Family Centre. Carry over to complete remaining backup storage lifecycle maintenance upgrade. ETA Q3 2024.
Continuity of Connectivity between Buildings	INF_MA0003	Ray Chan	2,000	1,615	2,000	-		In Progress	Technical resources constraint - on-hold until Q3 2024. Preparing RFQ in Q4 2024.
Disaster Recovery - IT Infrastructure/Network	INF_MA0007	Ray Chan	15,000	-	15,000	-		Not Started	Technical resources constraint - on-hold until Q3 2024. IT DR Plan complete and pending for testing. Technical team sizing storage requirements.
Replace Phone System	INF_MA0008	Ray Chan	10,900	11,065	11,065	(165)		Completed	Complete. Went live on Jul 4, 2024.
Evergreen client compute equipment	INF_MA0009	Ray Chan	36,250	8,851	36,250	-		In Progress	Phase 2 RFP in 2024 Q2 (Qty 20). Preparing RFP - IODS and CPS division laptop replacement. Gathering requirements for next replacement phase RFP.
Cybersecurity Improvements, Risk Remediation, Network Security	INF_MA0010	Ray Chan	8,000	-	8,000	-		In Progress	Cybersecurity ISO27001 assessment activity in Q1 -2 2023 and IT Department Functional assessment reports - 75% completed. Expecting final report Q4 2024.
IT Backup Systems Project	INF_MA0012	Ray Chan	130,000	-	130,000	-		In Progress	RFP completed. Additional scope identified for supporting added business demands. 2025 IT Server business case has been submitted.
IT - Municipal Surveillance Assessment & Initial Cameras	INF_MA2301	Ray Chan	15,000	4,806	15,000	-		In Progress	Proof of concept (POC) testing in progress. 2024 Q3-4 for camera installation adjustment related to new surveillance policy. Reviewing additional SMB interior cameras. Proposed camera restoration roadmap.
IT - IT Refresh - 10 Years	INF_MA2401	Ray Chan	57,000	43,210	57,000	-		In Progress	2024 scope delivered - Fire and Municipal Enforcement Data Terminal (Toughbook), MRF Software for officer safety, Laptop, and Civic Centre Wi-Fi repair. Remaining for Wi-Fi network refresh.
IT - SMB Alarm System Conversion	INF_MA2402	Ray Chan	25,000	13,324	13,324	11,676		Completed	Completed - SMB Alarm and Duress Alarm. Recommending scope change to include Operations Building access control repair (\$15,000)
Fire Services									
AFRRCS Radio Conversion	FIR_MA2401	David Sturgeon	275,000	268,864	276,000	(1,000)		In Progress	Just waiting on final installation of Headsets (December)
Fire Hose & Nozzle Replacement	FIR_MA2402	David Sturgeon	50,000	48,115	48,115	1,885		Completed	
Thermal Imaging Camera & GX2 Ammonia Detector	FIR_MA2403	David Sturgeon	15,000	15,073	15,073	(73)		Completed	
SCBA Bottles Replacement	FIR_MA2404	David Sturgeon	15,000	13,600	13,600	1,400		Completed	
Replace Gas with Battery Powered Positive Pressure Ventilation Fan	FIR_MA2405	David Sturgeon	12,000	10,100	10,100	1,900		Completed	
Type 2 Sprinkler Protection System	FIR_VE2401	David Sturgeon	250,000	205,332	220,000	30,000		Completed	New project added. Resolution #016.01.24. \$100k Fire Reserve, balance up to \$150k from Financial Stabilization Reserve
Aerial/Ladder Truck Water Pump Repair	FIR_VE2402	David Sturgeon	32,000	31,632	31,632	368		Completed	New Project Added. Resolution # 116.06.24. Financial Stabilization Reserve
Municipal Enforcement									
Municipal Enforcement patrol vehicle		Mark Pretzlaff	60,000	-	50,000	10,000		In Progress	New project added, Resolution 213.10.24. \$60k Fire Reserve

2024 Quarter 3 (Jan to Sept) - Capital Budget Report

Capital Project Name	Project Code	Manager	2024 Revised Budget	2024 Actual Spent	Forecast Spend	Budget Variance	Carry Forward Funding Required	Project Status	Comments
Common Services									
Operations Shop - Emergency Exit Stairwell	CSE_BU2301	Donna McCallum	-	-	-	-		Cancelled	Council RFD July 17 - reallocate to purchase a facilities truck
Capital Building Improvements - Mechanic Shop	CSE_BU2401	Donna McCallum	250,000	193,441	250,000	-		In Progress	Ongoing maintenance and repairs to building. Purchase orders issued.
LED upgrades	CSE_BU2402	Donna McCallum	121,000	89,944	121,000	-		In Progress	Ongoing installs at all facilities
Bucket Truck	CSE_MA0010	Donna McCallum	202,300	205,027	205,027	(2,727)		Completed	
Fleet - GPS units	CSE_MA2401	Donna McCallum	25,000	-	25,000	-		In Progress	Purchase order issued
Cargo Van - Facilities	CSE_VE2301	Donna McCallum	-	-	-	-		Cancelled	Council RFD July 17 - reallocate to purchase a facilities truck
Truck - Facilities	CSE_VE2401	Donna McCallum	65,000	-	65,000	-		In Progress	Using funds from cancelled projects (CSE_BU2301 & CSE_VE2301)
Roads									
Roads - New Sand/Salt Storage Facility	ROA_BU2401	Donna McCallum	285,000	252,363	285,000	-		In Progress	Facility built and in use. Remaining funds may be required by year end.
Sidewalk improvements Annual Program	ROA_EN0011	Donna McCallum	200,000	144,330	200,000	-		In Progress	Ongoing
Wildflower Road	ROA_EN0015	Ethan Wilson	75,000	5,734	75,000	-		In Progress	New Project added. Resolution # 126.06.24 Roads OSL. Currently awaiting wetland approval, discussions with the province are ongoing.
Capital Projects Engineering Annual Program	ROA_EN2301	Ethan Wilson	105,000	43,957	75,000	30,000		In Progress	Projects for this year are essentially confirmed, no new projects anticipated.
Road Asset Management Plan (RAMP) Annual Program	ROA_EN2304	Ethan Wilson	315,000	273,243	300,000	15,000		Completed	2024 Work Complete, final invoicing in progress
Roads - New Ice Breaker Loader Attachment	ROA_MA2401	Donna McCallum	40,000	38,989	38,989	1,011		Completed	
Roads - New Calcium Tank	ROA_MA2402	Donna McCallum	20,000	21,727	21,727	(1,727)		Completed	
Roads - EPW 39 John Deere 770 Motor Grader Replac	ROA_VE2401	Donna McCallum	680,000	666,390	666,390	13,610		Completed	
Roads - PW 70 Chevrolet Silverado 1500 Replacement	ROA_VE2402	Donna McCallum	68,000	70,595	70,595	(2,595)		Completed	
Roads - EPW 58 & PW 27 Consolidation and Replacem	ROA_VE2403	Donna McCallum	40,000	38,552	38,552	1,448		Completed	
Water									
Water Reservoir Upgrades	WAT_BU2401	Ethan Wilson	2,265,000	147,995	1,000,000	1,265,000	1,265,000	In Progress	Equipment procurement ongoing, PO to be issued in Q4, Design work also proceeding. Carryforward will be required, total TBD
Central Irrigation System	WAT_EN0003	Ethan Wilson	10,000	-	-	10,000		Cancelled	Project not to proceed
Water Licence	WAT_EN2301	Ethan Wilson	608,950	588,134	608,950	-		Completed	Application with province and stakeholders complete. May be some additional costs associated with legal fees
Environmental Monitoring - Ag Society Grounds	WAT_EN2401	Ethan Wilson	45,000	27,115	45,000	-		In Progress	Ongoing monitoring. New project added. Resolution # 020.20.24, Financial Stabilization Reserve
Wastewater									
Lift Station Upgrades	SAN_EN2301	Ethan Wilson	50,000	-	50,000	-		In Progress	
WWTP Arc Flash Study	SAN_EN2401	Ethan Wilson	18,000	-	18,000	-		In Progress	
WWTP PLC/SCADA Upgrades (year 2 of 3)	SAN_MA2301	Ethan Wilson	479,000	80,566	479,000	-		In Progress	Grant funding of \$32,076.42 received Jan 30, 2024.
WWTP Lab Equipment	SAN_MA2302	Ethan Wilson	20,000	-	20,000	-		In Progress	
WWTP General Plant Upgrades	SAN_MA2303	Ethan Wilson	85,000	49,233	85,000	-		In Progress	
WWTP Polymer Make-Up System	SAN_MA2401	Ethan Wilson	-	-	-	-		Cancelled	Project Cancelled. Resolution # 075.04.24 CCBF Grant
WWTP Primary Clarifier Repair	SAN_MA2402	Ethan Wilson	175,000	-	175,000	-		In Progress	New project added. Resolution # 075.04.24 CCBF Grant

2024 Quarter 3 (Jan to Sept) - Capital Budget Report									
Capital Project Name	Project Code	Manager	2024 Revised Budget	2024 Actual Spent	Forecast Spend	Budget Variance	Carry Forward Funding Required	Project Status	Comments
Recreation									
Aquatic Centre - Roof Replacement	REC_BU2302	Mark Pretzlaff	-	-	-	-		Completed	Late trailing costs
Aquatic Center - Chemical Room Repairs	REC_BU2401	Natasha Barron	8,000	7,619	7,619	381		Completed	Parts ordered, installation to occur during shutdown (late Aug/early Sept.) Due to water restrictions this project was completed in June 2024. Waiting for invoice. Q3 this is now completed and paid.
Aquatic Center - Guardrail/Fall Protection	REC_MA2401	Natasha Barron	10,000	9,520	9,520	480		Completed	Will be ordering fall protection in August 2024. Finalizing order. Q3 this is now completed and paid.
Aquatic Center - Lane Ropes	REC_MA2402	Natasha Barron	5,000	5,000	5,000	-		Completed	Lane Ropes have arrived and invoice was paid.
Aquatic Center - Pool Pumps	REC_MA2403	Natasha Barron	28,000	-	28,000	-		In Progress	Will be ordering pumps in August 2024. Finalizing order. Q3 in the process of ordering, was delayed as needed to do more research etc. Will finalize order by November 8th 2024.
Curling Rink - Roof Replacement	REC_BU2402	Marcie Brinton	447,000	274,337	383,979	63,021		In Progress	Contract awarded, construction starting end of July. \$90k reallocated to REC_BU2403
Family Centre - Ice Plant Compressor Overhaul	REC_MA2404	Craig Dilts	15,000	14,000	14,700	300		Completed	Final invoice submitted.
Family Centre - Wall & Siding Replacement	REC_BU2403	Craig Dilts	190,000	6,947	163,000	27,000		In Progress	Project underway. Expected completion date - mid November.
Sports Centre - Magnum Gym new floor	REC_BU2404	Lisa Montgomery	96,000	104,637	104,637	(3,637)		Completed	There was a \$5000 grant recieved to assist with removal of flooring. Cost was \$3,637 over amount approved in budget after factoring in the grant. Final invoice submitted.
Sports Centre Electrical Panel	REC_MA0001	Marcie Brinton	50,000	47,233	51,823	(1,823)		In Progress	Project underway. Expected completion date - mid November.
Recreation Needs Assessment	REC_EN2401	Marcie Brinton	60,000	7,416	52,334	7,666		In Progress	New Project Added. Resolution #046.03.24. Financial Stabilization Reserve. Projected completion date - end of November.
Parks									
Parks - Pathway Lifecycle Annual Program	PAR_LI2301	Ethan Wilson	75,000	49,075	49,075	25,925	25,000	Completed	2024 work complete, would like to carry forward remainder if possible.
Parks - Site Furniture (Benches, picnic tables, garbage	PAR_LI0006	Donna McCallum	25,000	7,308	25,000	-		In Progress	Ongoing
Lifecycle Playground Equipment Replacement	PAR_MA0001	Donna McCallum	84,550	62,527	84,547	3		Completed	
Parks - Kinsmen Park Christmas Lights Annual Program	PAR_MA2301	Donna McCallum	20,000	-	20,000	-		Not Started	
Parks - EPK 62 - Mower Replacement	PAR_VE2401	Donna McCallum	77,000	73,104	73,104	3,896		Completed	
Parks - EPK61 - Mower Replacement	PAR_VE2402	Donna McCallum	77,000	73,316	73,316	3,684		Completed	
Parks - PK 10 - Replacement	PAR_VE2403	Donna McCallum	100,000	98,556	100,556	(556)		Completed	
Parks - PK 60 - Dodge Ram 1500 - Replacement	PAR_VE2404	Donna McCallum	85,000	83,137	83,137	1,863		Completed	
Capital Budget Total			8,947,650	4,557,349	7,394,437	1,558,213	1,335,000		



Request for Decision

To: Mayor & Council

Staff Contact: Ethan Wilson, Manager of Infrastructure

Date Prepared: November 25, 2024

Meeting Date: December 4, 2024

SUBJECT: Local Growth and Sustainability Grant Application

RECOMMENDATION: THAT Council Authorize the application to the Local Growth and Sustainability Grant, as announced by the Province of Alberta, for the Wildflower Road (Phase 1) Project.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The Town of Strathmore strives to provide affordable housing for all residents, current and future, and allowing development to occur in all areas of the Town ensures that varied housing options can be provided. The Wildflower Road project allows two separate communities (Wildflower and Lakewood) to proceed with future phases and provide multiple housing options.

As residential development occurs economic opportunities are presented, this could include improvements to the local economy, or the attraction of new businesses. These developments can provide much needed funds for the community however sometimes a trigger is needed.

The Local Growth and Sustainability Grant allows the Wildflower Road project to proceed ahead of the available funding provided through development levies and be that trigger needed to keep residential growth occurring in the currently established western communities.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

Providing needed projects at a reduced cost will allow the Town to remain flexible in its infrastructure projects and provide the expanded services necessary on time, rather than delaying development.

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

This project is the construction of a new roadway, through an identified wetland. Although the disturbance of wetlands is not ideal, all work is being done responsibly and within the regulations set out by Alberta Environment and Protected Areas.

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Wildflower Road is a North-South arterial roadway which currently exists as a combined urban and rural roadway past the Wildflower development. This road currently ends approximately 1.4km south of TWP 244, the North boundary road. The Wildflower Road project (Phase 1) will construct a rural roadway over the 1.4km which is not currently constructed and allow development in Lakewood and Wildflower to proceed uninterrupted. Currently, both development areas are approaching a limit on future development due to limited emergency access.

ORGANIZATIONAL:

N/A

OPERATIONAL:

Additional road maintenance will be required upon the completion of this road however that will be contemplated as part of the 2026 Budget proceedings.

FINANCIAL:

The LGSG Grant covers approximately 50% of project costs with costs expended prior to grant approval being ineligible (current spend is less than \$100,000). The application prepared carries a total project value of \$3,915,000 in which \$1,905,000 is grant eligible. The remaining portion of the grant would be funded primarily through Offsite Levies (\$1.5M) with the remainder to be considered by finance as funded by reserves, other grants, or taxation.

POLICY:

N/A

IMPLEMENTATION:

If successful, the project must proceed prior to September 30, 2025 and be completed by December 31, 2027.

BACKGROUND:

The Local Growth and Sustainability Grant ([Local Growth and Sustainability Grant | Alberta.ca](https://www.alberta.ca/local-growth-and-sustainability-grant)) was offered by the Province of Alberta to Local Governments with a population between 10,000 and 200,000 that have an Asset Management Plan that has been updated within the past five years. Administration believes the Town of Strathmore meets all of these requirements and as such, can apply under the Growth Component of the grant. The growth component requires a council resolution (being requested here), a minimum project size of \$1M, and the project must be shovel ready (proceed prior to September 30, 2025). The Wildflower Road project meets all of these requirements and would be eligible for 50% funding, if successful.

Administration has completed the required application documents and requires council approval as the final step to be considered. It is anticipated that successful projects will be announced early in 2025, allowing sufficient time to start the project within the grant's timelines.

The grant application must be submitted by November 29th and an accompanying council resolution must be received no later than December 20, 2024.

KEY ISSUE(S)/CONCEPT(S):

Wildflower Road is a project which is greatly needed by the Development Community but does not currently have sufficient Levy Funds on hand to proceed. As such, borrowing would be required to complete the project and the strategic decision to only borrow when absolutely necessary means this project has not yet been included in Capital Budget deliberations. The 50% grant funding available would be sufficient to allow the project to proceed without hampering the Town's financial situation and minimize the necessity to borrow any funds.

The remaining 50% of the required funds would be primarily from Levy funds on hand however there is about 10% of the overall project funds which would have to come from alternative sources such as LGFF grants (which is allowed under the grant), Reserves, or taxation. If successful, the remaining funding will be brought forward to council for consideration.

DESIRED OUTCOMES:

Administration would like council's support to submit the grant application with the hopes of being successful and allowing this important project to proceed.

COMMUNICATIONS:

None required at this time.

ALTERNATIVE ACTIONS/MOTIONS:

Council could decide not to submit an application, in which case the project would continue to remain as a future project until sufficient funds are available.

Ethan Wilson, Manager of Infrastructure

Approved
- 26 Nov
2024

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

Approved
- 26 Nov
2024

Veronica Anderson, Legislative Services Officer

Approved
- 26 Nov
2024

Johnathan Strathdee, Manager of Legislative Services

Approved
- 27 Nov
2024

Kevin Scoble, Chief Administrative Officer

Approved
- 28 Nov
2024



Report for Council

To: Council

Staff Contact: David Sturgeon, Fire Chief

Date Prepared: November 24, 2024

Meeting Date: December 4, 2024

SUBJECT: Alberta Wildland Urban Interface (WUI) Program - Expression of Interest

RECOMMENDATION: THAT Council direct Administration to proceed with the Expression of Interest for the Alberta Wildland Urban Interface Program, as outlined in Attachment I;

AND THAT Council authorizes the Mayor to sign the letter of support, as outlined in Attachment II.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

A successful application to the Alberta Wildland Urban Interface (WUI) Program would provide an additional revenue opportunity for the town, enabling predictable and prudent financial planning to support reducing the overall town debt while continuing to focus on maintaining, protecting, and improving services that support optimum lifestyles for the community.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The Alberta WUI Program would create a sustainable economic model through Government of Alberta funding to support staff wages and equipment (apparatus) rentals to support wildland fire deployments. This additional revenue would assist in building financial reserves,

maintaining existing assets, expanding levels of service, and supporting sustainable growth for the community.

SOCIAL SUSTAINABILITY:

Social sustainability is not applicable to this report.

ENVIRONMENTAL SUSTAINABILITY:

Environmental sustainability is not applicable to this report.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The Alberta WUI Program is structured to enhance the Province's capacity to respond to wildland-urban interface emergencies by bolstering provincial resilience, thus improving safety for at-risk communities. The program also aids the career development of firefighters, ensuring continuity and readiness for future incidents in the Town of Strathmore.

Overall, the Town's participation in the WUI program will better position it as a wildfire mitigation and emergency response leader. It reinforces the Town's commitment to public safety and environmental stewardship while showcasing it as a proactive and prepared community.

ORGANIZATIONAL:

The Town's participation in the Alberta WUI Program would necessitate four (4) firefighters and the necessary equipment (Bush Buggy, an engine, or a Structural Protection Unit (SPU Trailer)) be ready for deployment within one to two hours. The specific equipment will be requested by the Province, upon deployment, and normally is just one piece (not all pieces will be requested during the same deployment).

By utilizing paid-on-call (POC) firefighters to supplement the WUI staff members, there would be no impact on the existing levels of service provided by the Fire Department.

Should Council wish, revenue generated from the WUI Program could be redirected to support additional staffing resources to establish a new level of service, providing enhanced fire department coverage (24/7).

OPERATIONAL:

Should the Town's expression of interest be accepted, the Alberta WUI Program would require four (4) firefighters and necessary equipment (Bush Buggy, an engine, or an SPU trailer) be ready for deployment within one to two hours. The staff and equipment would be maintained throughout the year to ensure compliance.

To ensure the Town has adequate fire and emergency coverage during the WUI deployments, paid-on-call (POC) firefighters would be utilized to supplement those firefighters who will be deployed. Additional equipment, such as the Structure Protection Unit (SPU) trailer, could also be extended to the WUI Program.

With staffing and equipment-related expenses reimbursed by the Government of Alberta, the Town would not be financially impacted by its involvement.

FINANCIAL:

A successful application to the Alberta WUI Program would generate \$1.25 million in revenue to offset expenses related to:

- Wages and benefits for team members.
- Equipment maintenance, training, and travel costs.
- Operational support and community protection measures.

Revenues generated could support reinvestment opportunities for equipment upgrades or new purchases, ensuring the Town's continued involvement in the Alberta WUI program.

POLICY:

There are no policy implications associated with this report.

IMPLEMENTATION:

Administration would need to complete the expression of interest by December 16, 2024, identifying the qualified personnel and equipment/apparatus.

After a review of the proposal with the Alberta Emergency Management Agency (AEMA), the Alberta WUI team could begin in Spring 2025.

BACKGROUND:

The Alberta Emergency Management Agency (AEMA), in collaboration with the Forestry Operations Branch, is expanding its Wildland Urban Interface (WUI) Program to include four additional WUI teams, increasing the total from two to six teams. The primary goal of this program is to mitigate the risk of wildland fires to Alberta communities through integrated fire response operations and enhanced training for municipal fire departments. The program is supported by a \$5 million grant over three years, with each new WUI team receiving \$1.25 million for a three-year contract.

The program focuses on the development of a structured curriculum, training primary WUI trainers, and deploying Alberta's most highly skilled and experienced WUI practitioners for provincial incident responses. These teams have demonstrated exceptional leadership and operational value throughout the last 5 years, contributing significantly to incident

management. The direct and indirect benefits of the program far exceed the provincial investment.

Through its successful deployments over the past two years, the Town's Fire department has been approached to participate in the WUI program. Accordingly, an expression of interest must be submitted to demonstrate the Town's willingness to participate in the program.

KEY ISSUE(S)/CONCEPT(S):

The Alberta WUI Program better prepares the Province to combat the increasing risks associated with communities that extend further into forested areas through a seamless integration of municipal fire and wildland fire services. The Town's participation in the program would see municipal firefighters employing wildland fire techniques, sprinkler operations, and engine operations as part of an integrated response to WUI incidents.

Participating in this program would provide an additional revenue opportunity for the Town, enabling predictable and prudent financial planning to support reducing the overall town debt, growing financial reserves, maintaining existing assets, or expanding existing levels of service while continuing to focus on maintenance, protection, and improvement of services that support optimum lifestyles for the community.

DESIRED OUTCOMES:

That Council supports the expression of interest for the Alberta WUI Program and authorizes the Mayor to sign the letter of support.

COMMUNICATIONS:

Not applicable to this report.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may provide further direction.
2. Council may defeat the recommended resolution.

ATTACHMENTS:

[Attachment I: AEMA WUI Team Expression of Interest 2024-2025](#)

[Attachment II: Letter of Support - Expression of Interest Alberta Wildland Urban Interface Program](#)

Mark Pretzlaff, Director of Community and Protective Services

Approved
- 28 Nov

Veronica Anderson, Legislative Services Officer

2024
Approved
- 28 Nov

Johnathan Strathee, Manager of Legislative Services

2024
Approved
- 28 Nov

Kevin Scoble, Chief Administrative Officer

2024
Approved
- 28 Nov
2024

AEMA -WUI Team Expression of Interest 2024-2025

The Alberta Emergency Management Agency (AEMA) and the Forestry Division, Forestry Operations Branch (FOB), are pleased to announce an initiative under the Wildland Urban Interface (WUI) Program for WUI Provincial Teams expansion. This initiative intends to increase the number of provincial WUI Teams by four, from its current establishment of two to six teams.

The objective of the program continues to be to reduce the risk posed by wildland fires to Alberta communities. This is achieved through the seamless integration of municipal fire and wildland fire, supported by industry capability where necessary and available, in the conduct of preparedness and response operations, in the wildland and WUI environments.

As this program continues to mature, work is progressing on the establishment of a comprehensive developmental system for structural firefighters, aimed at ensuring safe operations in the wildland and WUI environments; this will be realized through the introduction of individual certification at various developmental levels, which will support the recognition of WUI as a standardized, recognized, and common skillset amongst Alberta's municipal fire departments.

Over the next three years, a total of \$5M in grant funding (shared contributions from the governments of Alberta and Canada) will be allocated to support development of four new provincial WUI Teams.

Each of the four new WUI Teams will receive a total of \$1.25M, distributed over the three-year project period, with a project end date of March 31, 2027. The program will be reassessed year to year and prior to the project end-date.

GENERAL PROCESS:

For this initiative, formal program guidelines and program application templates have not been created, nor will be issued to interested communities. All information required to prepare and submit a project proposal is presented within this Expression of Interest document.

DEADLINE FOR SUBMISSION:

In order for prospective WUI Teams to be considered for funding under this initiative, interested communities must prepare and **submit a written project proposal by December 16th, 2024.**

Eligible entities are required to email their project proposals to: aema.grants@gov.ab.ca and PSSES.aema-wui@gov.ab.ca

They are also required to CC their respective AEMA WUI Field Officer(s). Contact information for AEMA WUI Field Officers is available at:

<https://www.alberta.ca/system/files/pses-aema-regional-field-officer-contact-map.pdf>

ELIGIBILITY CRITERIA:

1. The following entities are considered eligible to submit project proposals under this initiative:

- Municipalities (e.g., cities, counties, towns, villages, municipal districts, specialized municipalities);
- Métis settlements;
- First Nations; and
- Inter-municipal partnerships.

Other entities such as individuals and For-profit corporations are **not eligible**.

2. The following types of project expenses are considered eligible for program funding under this initiative:

- Operating – Which may Include:
 - regular wages and benefits for four (4) personnel;
 - administrative support;
 - fuel, equipment repairs and maintenance;
 - travel costs, per diems, registrations and training;
 - personal protective equipment, uniforms, materials; and
 - telecommunications.
- Services – Which may Include:
 - provincial/interprovincial wildfire response;
 - provincial firefighter, team leader, and specialist curriculum development;
 - WUI education activities delivered to firefighting specialists across Alberta;
 - wildfire prevention and FireSmart activities;
 - review of municipal sprinkler and community protection plans; and
 - Support to the provincial WUI Advisory Committee.

PREPARATION AND SUBMISSION OF PROPOSALS:

Eligible entities are to prepare and submit a proposal which outlines the details of their prospective WUI team. The proposal should include the following information:

1. Name of community and corresponding contact information.
2. Identification of four personnel that align with the assessment criteria in the WUI Scoring Matrix (see below).
 - This must include a Curriculum Vitae (CV) for each of the four of the proposed team members if possible;
 - If hiring processes limit the identification of qualified personnel, AEMA and FOB will require a commitment from the prospective fire department that their Team Lead will, at minimum, have experience as a WUI crew boss, with ST and TF leader experience preferable.

AEMA -WUI Team Expression of Interest 2024-2025

3. A list of apparatus that will be available for provincial deployments, which ideally should include a type 3 wildland engine, a type 6 wildland engine and a type 2 structure protection unit trailer;
4. Any other information to support the assessment criteria;
5. Proof of support from the community's CAO or equivalent; and
6. A signature and date on the proposal letter, signed by the community's duly authorized representative.

AEMA -WUI Team Expression of Interest 2024-2025

SCORING MATRIX:

Funding will be awarded to entities whose proposals best meet the needs outlined in the Scoring Matrix. Points will be awarded based on criteria from the following Personnel and Apparatus categories and sub-categories:

Assessment Criteria	Sub-Category Assessment Criteria, Where Applicable
Structure Protection Specialist (STPS) already in department, or an ability for department personnel to be developed into an STPS, or access to an external STPS for mentoring and willingness to cultivate an STPS capability in the applicant department.	<ul style="list-style-type: none"> • Type 1 STPS - Branch Director capable • Type 2 STPS - Div/Gp Supervisor capable • Department member assessed capable for STPS development • Access to external STPS for mentoring
Commitment of capital assets of Type 6 engine and Type 2 SPU Trailer as a minimum, to include a Type 3 Engine preferable.	<ul style="list-style-type: none"> • E3, E6, & SP2 • E3 or E6 & SP2 • E3 or E6
Meet the Wildland Urban Interface Member WUIM (or equivalent) qualifications with a crew boss and task force leader capability/experience inside the team.	<ul style="list-style-type: none"> • Department personnel have WUIM, with Crew Boss and Task Force Leader experience • Department personnel have WUIM with Crew Boss experience • Department personnel have WUIM • Departments that can provide a 4-person qualified rostered crew with this submission will be prioritized
Demonstrated strong deployment history to include internal, local mutual aid, and provincial WUI deployments.	
Demonstrated potential to credibly represent the WUI program to various cooperating entities as partners of the Government of Alberta (Forestry Operations Branch and Alberta Emergency Management Agency). To include cultivating enduring working relationships and ambassadorship for the WUI program.	
Declared willingness to dispatch personnel to various locations around the province to undergo training with the current provincial WUI teams, including a period of on-the-job training, within 30 days of signing a Conditional Grant Agreement. And, willingness to subsequently provide personnel to deliver or host various WUI training around the province once adequately qualified to do so.	

AEMA -WUI Team Expression of Interest 2024-2025

- Each proposal should list the number of qualified personnel and apparatus per category and sub-category (as applicable).
- These criteria will be assessed by WUI Program Leads with input from the AB WUI Advisory Committee.
- Alberta STPS agreeing to mentor prospective teams must be named.
- CVs for member of prospective teams for STPS development must be included. CV must include deployment experience at all levels.
- For WUIM qualifications, AFCA 2020 S215 conversion and Slave Lake WUI course with bridging exam will be considered as equivalencies.
- Strike Team/Task Force Leader submissions should include a CV. CV must include deployment experience at all levels. This should not be the same person as the department STPS.

NEXT STEPS:

Submissions will be reviewed by the AEMA and FOB for compliance to the application process. Upon review, a WUI Field Officer will set up an on-site visit with community stakeholders for those submissions that meet the criteria. The purpose of the visit will be to review training qualifications and apparatus for compliance to the application and the Alberta WUI Guidelines below:

<https://open.alberta.ca/publications/alberta-wildland-urban-interface-guidelines>

If two or more submissions are scored equally, AEMA and FOB will determine which will be selected based on geographic location; this will be focused on ensuring optimal provincial WUI coverage.

SUPPLEMENTARY INFORMATION:

1. Decisions made by AEMA and FOB with regards to grant funding are final;
2. Successful communities will be required to sign a conditional grant agreement (CGA) with the province, and to comply with the terms and condition therein;
3. Successful communities will not be able to incur any project expenses before the CGA is signed by the Minister;
4. This funding will end **March 31, 2027**;
5. Questions regarding the 2024-25 WUI Teams Expansion initiative should be directed to aema.grants@gov.ab.ca, or respective AEMA Regional Field Officer(s) or First Nations Field Officer(s); and
6. Successful communities will be notified via email by January 31, 2025.

To:
AEMA Wild Land Urban Interface Grants
The Alberta Emergency Management Agency
12360 142 Street NW
Edmonton, Alberta T5L 2H1

Sent via email: aema.grants@gov.ab.ca and PSES.aema-wui@gov.ab.ca

Re: Town of Strathmore Expression of Interest – Alberta Wildland Urban Interface Program – Letter of Support

To whom it may concern:

The Town of Strathmore would like to express full support of the application submitted by the Strathmore Fire Department, and Chief David Sturgeon, to the ***Provincial Wildland Urban Interface Program Expansion Initiative***.

Our Town's Strategic Plan has six priorities, two of which include, Climate Resiliency & Environmental Stewardship, and Community Wellness. We are pleased to see the primary goal of this program (mitigating the risk of wildland fires to Alberta communities through integrated fire response operations and enhanced training for municipal fire departments) delivers on the desires of our community to positively contribute to the public safety, health, and well-being of our residents and neighbours.

The increased frequency and intensity of WUI fires in recent years, as well as the growth of extreme weather events and a drier climate, have highlighted the urgent need for comprehensive risk mitigation planning. The Strathmore Fire Department works proactively to prepare our community for adverse events, ensuring enough personnel and equipment are available, while also cultivating working relationships with larger regional partners should our assistance be needed in other areas.

The team showed ambassadorship in providing support this past summer during the Jasper wildfires and beyond. While still being able to maintain a busy season of local incident response and community service (like volunteering for Tim Horton's Camp Day), they helped with crucial suppression and structural protection on incident HCX-001 Semo Complex, sending an initial crew of four (4) for the first two weeks, with another crew swapping in for an additional two weeks. The Strathmore Fire Department also deployed 'Tender 1' with two (2) firefighters to assist with fire suppression efforts in the Jasper townsite. We are proud that our firefighters can be there for fellow Albertans in times of need, the Town has a willingness to dispatch personnel to various locations around the province and is

eager to participate with the provincial WUI teams. The Alberta WUI Program would help create a sustainable economic model for our small rural community, to support staff wages and apparatus rentals to support future wildland fire deployments.

Strathmore is thrilled to support ideas that help to achieve the goals of our governments in providing safer communities, and that ensure the province has the emergency supports needed. Together we will build a more prosperous future for Alberta, the place we love and are privileged to call home.

We welcome an on-site visit to our town to learn more. If you have questions, or require additional information, please do not hesitate to contact Chief Sturgeon by email at david.sturgeon@strathmore.ca or by phone at 403-361-1502.

Sincerely,

Pat Fule
Mayor, Town of Strathmore

CC:

Chantelle de Jonge
Parliamentary Secretary for Affordability and Utilities and MLA for Chestermere-Strathmore
chantelle.dejonge@assembly.ab.ca

Tom Harnos
AEMA WUI Field Officer
tom.harnos@gov.ab.ca

Bob Ford
AEMA Manager of Field Operations
bob.ford@gov.ab.ca



Report for Council

To: Council

Staff Contact: Leana Ashbacher, Senior Manager of Financial Services

Date Prepared: November 19, 2024

Meeting Date: December 4, 2024

SUBJECT: Alberta Municipalities Energy Program - 2027 Natural Gas Agreement (NatGas+)

RECOMMENDATION: For information.

STRATEGIC PRIORITIES:



Affordable
Housing



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

The Town is continuously looking at ways to reduce expenses and ensure responsible spending. Entering into lower and predictable rates for natural gas delivers on Financial Sustainability.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The Town's current natural gas contract ends on December 31, 2026. This agreement is forward looking for gas purchases January 1 - December 31, 2027. This report provides information to Council on the secured rates and anticipated savings.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

For 2027, this agreement has provided the Town with the benefit of a larger buying power of natural gas – a fixed price \$3.2800/GJ – with an administration fee of \$0.05/GJ “Procurement Fee” payable to AMSC.

The Retail Service Charge will be based on a monthly site usage of \$0.20/GJ, subject to a minimum monthly site charge of \$20.00.

POLICY:

N/A

IMPLEMENTATION:

Administration is completing all the final agreements and providing to Alberta Municipalities.

BACKGROUND:

Alberta Municipalities is running a 2025-2027 natural gas aggregation, referred to as NatGas+, for municipal and not-for-profit members who have contracts that end before December 2027.

As the Town of Strathmore's current natural gas contract expires December 2026, the Town was eligible to participate in the program for the 2027 calendar year.

Upon receiving intent to participate, Alberta Municipalities indicated they would be posting an RFP to numerous Wholesale Suppliers and Banks that have Natural Gas positions. They would then select the lowest price for each year of the bid.

Administration received this initial agreement for Council's consideration on October 10, 2024. The deadline to receive the signed participation agreement was October 16, 2024,

During the October 16, 2024 Regular Council Meeting, Council agreed to sign an agreement to participate in the Alberta Municipal procurement process.

Information provided at the October 16, 2024 Regular Council Meeting:

"The Town's hedging is at \$5.37/GJ. Therefore, this initial proposal would offer the Town significant savings, should the Alberta Municipalities find a successful proponent under the RFP.

Original Proposal from Alberta Municipalities:

Product: Up to 3 Year term, fixed-price gas (block)

Current market price expectation: between \$2.85 – \$3.35/GJ

Max price: \$3.50 – If the RFP bids are above this max price Alberta Municipalities will attempt another RFP with favorable market conditions, if they do not secure a rate of \$3.50 or lower, we have the option of opting out.

Fees:

- Retail Service Charge: \$0.20 per GJ on usage (subject to a \$20 per site min)
- Procurement Fee: \$0.05 per GJ on contracted volumes"

The Town of Strathmore received information on the procured rate, along with a final contract on November 22, 2024, with Alberta Municipalities securing the Town a \$3.28/GJ rate (almost a \$2.00/GJ savings) and indicating that the contract signed on October 16, 2024 stands.

Deal Start Date: 2027-01-01 Deal End Date: 2027-12-31

Selection	Customer Initials	Product	Price	Monthly Contract Volumes
<input checked="" type="checkbox"/>	_____	Fixed Price	\$3.2800 /GJ	As specified below

Monthly Contract Volumes			
GJs	2025	2026	2027
January	0	0	4,100
February	0	0	3,200
March	0	0	3,350
April	0	0	2,000
May	0	0	1,450
June	0	0	850
July	0	0	500
August	0	0	900
September	0	0	700
October	0	0	2,250
November	0	0	2,750
December	0	0	3,300
Total	0	0	25,350

Other Applicable Fees:

- Retail Service Charge:**
The Retail Service Charge will be based on monthly site usage at \$0.20/GJ, subject to a minimum monthly site charge of \$20.00.
- Procurement Fee:**
A procurement fee of \$0.05/GJ on all contracted volumes.

KEY ISSUE(S)/CONCEPT(S):

Information for Council on the Alberta Municipalities 2027 Natural Gas Agreement.

DESIRED OUTCOMES:

For information only.

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: Natural Gas Price 2027 Contract - AB Munis Redacted](#)

Leana Ashbacher, Senior Manager of Financial Services	Approved - 25 Nov 2024
Kara Rusk, Director of Strategic, Administrative, and Financial Services	Approved - 26 Nov 2024
Johnathan Strathdee, Manager of Legislative Services	Approved - 26 Nov 2024
Kevin Scoble, Chief Administrative Officer	Approved - 28 Nov 2024

November 22, 2024

Attn: Kevin Scoble – Chief Administrative Officer | PO Box 2280 1 Parklane Drive, Strathmore, AB T1P 1K2

RE: AMSC Natural Gas Procurement Update – NatGas+ Final Contract Pricing

Dear Kevin Scoble:

We are pleased to inform you that we have successfully concluded our NatGas+ procurement.

This procurement process was the result of a rigorous, multi-stage procedure that was publicly posted on the Alberta Purchasing Connection (APC) and carried out in full compliance with relevant trade agreements. The careful approach taken by AMSC throughout this process underscores our commitment to delivering a transparent and competitive solution for securing our members' natural gas supply. Our unique process not only ensures the lowest possible energy price but also saves our members time and reduces the administrative costs associated with using third-party brokers and consultants.

Town of Strathmore	
1 - year(s) Term	\$3.2800/GJ

The attached Transaction Confirmation finalizes the terms and conditions of your contract, effective **January 1, 2027**, and instructs AMSC to enroll your sites under this new fixed-price Agreement. Please execute the attached Transaction Confirmation and return the signed document to energy@abmunis.ca by **December 02, 2024**.

Thank you again for your support of the AMSC Energy Program. If you have any questions, please do not hesitate to contact us at energy@abmunis.ca.

Regards,

AMSC Energy Retail Services

RETAIL SERVICE AGREEMENT Sec 17 (2)(f), FOIP
TRANSACTION CONFIRMATION

This Transaction Confirmation is entered into between AMSC and the undersigned Customer and is attached to and forms part of the Retail Services Agreement between AMSC and the Customer (the "Agreement"). Capitalized terms used herein are defined in the Agreement unless otherwise defined in this Transaction Confirmation. In the event of a conflict between this Transaction Confirmation and any other part of the Agreement, this Transaction Confirmation will prevail.

More than one Transaction Confirmation may be in effect at one time. Each Transaction Confirmation will be numbered consecutively, and each amendment to an existing Transaction Confirmation will also be numbered consecutively. Details of this Transaction Confirmation are as follows:

1. Transaction Confirmation: Sec 17 (2)(f), FOIP
2. Amendment to any existing Transaction Confirmation? NO
3. If yes, this is Amendment:
4. Product Selection:

For the purposes of this Transaction Confirmation, the Customer has chosen the following Product(s):

<input type="checkbox"/>	Power+	<input type="checkbox"/>	Electricity (Full Requirements)	<input type="checkbox"/>	Small Micro-generation
<input type="checkbox"/>	Electricity (Variable)	<input type="checkbox"/>	Electricity (Fixed Price)	<input type="checkbox"/>	RECs
<input type="checkbox"/>	Natural Gas (Variable)	<input checked="" type="checkbox"/>	Natural Gas (Fixed Price)	<input checked="" type="checkbox"/>	NatGas+

5. Product Description, Terms and Conditions: This Transaction Confirmation is subject to the additional terms and conditions set out in the attached Schedule A, which forms part of this Transaction Confirmation.
6. Price and Deal Term: This Transaction Confirmation is subject to the Price, Deal Term, volumes, applicable fees and other terms set out in the Pricing Schedule(s) attached as Schedule B, which forms part of this Transaction Confirmation.
7. Site Information: This Transaction Confirmation is subject to the Site Information Schedule attached as Schedule C, which forms part of this Transaction Confirmation.
8. Additional Schedules: This Transaction Confirmation is subject to the following additional Schedule(s) which are specific to the Product(s) selected and are attached hereto and form a part of this Transaction Confirmation:

Schedule D – NatGas+ Agreement

Execution and Delivery

This Transaction Confirmation is binding and effective on the later of the dates on which it is executed and delivered by both the Customer and AMSC. Upon execution and delivery by the Customer and AMSC, this Transaction Confirmation will attach to and form part of the Agreement.

IN WITNESS WHEREOF, the Parties hereto have executed and delivered this Transaction Confirmation as of the ____ day of _____, 20____.

TOWN OF STRATHMORE

Per: _____

Name: Kevin ScobleTitle: Chief Administrative Officer

Date: _____

ALBERTA MUNICIPAL SERVICES CORPORATION

Per: _____

Name: Dan RudeTitle: Chief Executive Officer

Date: _____

SCHEDULE A

TERMS AND CONDITIONS SPECIFIC TO THE SUPPLY OF NATURAL GAS – NATURAL GAS (FIXED PRICE)

1.0. DEFINITIONS

Capitalized terms used in this Schedule are defined below, or defined in Schedule 2 to the Retail Services Agreement if not otherwise defined below.

“Daily Contract Volume” means the Monthly Contract Volumes divided by the numbers of days in the applicable month; **“Market Differential”** means a positive or negative market differential that AMSC may apply to account for differences between the actual price of natural gas at the time of transacting and the daily average price reflected in the AECO C Daily Index;

“Monthly Contract Volumes” means the volumes described as the “Monthly Contract Volumes” in Schedule B – Pricing Schedule, expressed in GJ per month;

“Spot Market Purchases” means quantities of natural gas greater than the Daily Contract Volume bought by AMSC on behalf of the Customer; and,

“Spot Market Sales” means quantities of natural gas less than the Daily Contract Volume (the result obtained by subtracting the actual delivered natural gas from the Daily Contract Volume) sold by AMSC on behalf of the Customer.

2.0. SALE OF NATURAL GAS

- 2.1. AMSC agrees to sell to the Customer, and the Customer agrees to purchase from AMSC, natural gas at the Price specified in Schedule B - Pricing Schedule for each Site named in Schedule C – Site Information Schedule, during the Deal Term, it being understood and agreed that AMSC does not have any obligation or responsibility for the production, distribution, delivery or quality of natural gas (including the provision of natural gas on a continuous basis without interruption, reduction or impairment), the metering equipment or measurement of natural gas, and that such activities are the sole responsibility of the Distribution Company and other third parties, as applicable. The Customer agrees that it will not purchase natural gas from any other retailer or party for use at the Sites set out in Schedule C – Site Information Schedule during the Deal Term.
- 2.2. In addition to the Price, the Customer agrees to pay to AMSC all other applicable fees, as set out in Schedule B – Pricing Schedule.
- 2.3. In Schedule C – Site Information Schedule, the Customer is required to specify its Sites subject to supply of natural gas pursuant to this Transaction Confirmation.
- 2.4. The supply of natural gas under this Transaction Confirmation is subject to the provisions contained herein and to any variations in quality or pressure attributable to the operations or failure of the Distribution Company's system or any other transmission system.
- 2.5. The Customer acknowledges and agrees that the Price is based on, and applies to, the Daily Contract Volume for the Sites specified in Schedule C – Site Information Schedule but the actual quantity of natural gas sold to each Site may vary (including, without limitation, as a result of a volumetric or energy content conversions). Accordingly, AMSC may from time to time be required to

sell to each Site on any Day actual volumes of natural gas that are either greater (such excess being the Spot Market Purchases) or less than the Daily Contract Volume (the result obtained by subtracting the actual delivered natural gas from the Daily Contract Volume, such deficiency being the Spot Market Sales). Therefore, AMSC shall be authorized, from time to time, to purchase or sell natural gas as applicable, on the Customer's behalf and for the Customer's account, and AMSC shall, on an ensuing invoice to the Customer, either:

- a) in the case of Spot Market Purchases, charge to the Customer the quantity, as reasonably determined by AMSC, of natural gas purchased at the Variable Market Rate plus any Market Differential (if applicable); or
- b) in the case of any Spot Market Sales, credit to the Customer the quantity, as reasonably determined by AMSC, of natural gas sold at the Variable Market Rate plus any Market Differential (if applicable).

3.0. SETTLEMENT DATA

- 3.1. The Customer acknowledges that the settlement data and methodologies which will determine the quantity of natural gas sold to the Sites together with related charges and matters, including the measurement, estimating missing meter readings and consumption amounts, calculating and allocating distribution losses and unaccounted for natural gas, will be determined by or for the relevant Distribution Company in accordance with the Settlement Code and applicable provisions of the Act and regulations and, subject to the provision of the Settlement Code, will be binding on AMSC and the Customer. If the Distribution Company fails at any time to provide the settlement data, AMSC may charge the Customer based on estimated consumption.
- 3.2. AMSC shall be entitled to flow through any post final settlement corrections and the Customer agrees to pay:

- a) any share of such settlement corrections directly attributable to the Customer; and
- b) its pro-rata share of all such corrections which are not directly attributable to the Customer.

4.0. METERING AND DETERMINATION OF QUANTITIES

- 4.1. All metering services, if any, will be performed by the Distribution Company. If the Customer believes the metering equipment is registering inaccurately, the Customer shall contact AMSC who will contact the Distribution Company on the Customer's behalf, and the Customer shall be responsible for any fees charged by the Distribution Company. The Customer agrees that:
- a) the Distribution Company will determine the amount of natural gas delivered to each Site between measurement intervals and may do so by periodic measurement, estimation, allocation or otherwise and AMSC shall be entitled to charge the Customer accordingly, provided if the Distribution Company fails to determine the amount of natural gas delivered to any Site(s) between measurement intervals, AMSC will be entitled to estimate same and charge the Customer accordingly;
 - b) AMSC will determine the amount of natural gas delivered daily to each Site, invoice the Customer and the Customer shall pay, based upon:
 - i. Daily Contract Volume; and,
 - ii. AMSC's estimated consumption for each Site based upon the best available settlement information from the Distribution Company at the time of invoicing, using commonly accepted standards and subsequent invoices will be adjusted and rendered if necessary to account for finalized settlement information when available.
- 4.2. AMSC's final determination as to the amount of natural gas sold to each Site for any Day (Imbalance Charges and Unaccounted for Gas Costs or Other Charges allocated to same) shall be conclusive and binding between the Customer and AMSC.
- 4.3. The Customer's natural gas consumption details are received by AMSC from various sources, at various times, and often include significant elapsed time post consumption. Accordingly, it will be necessary for AMSC and/or the Distribution Company to initially estimate consumption and at a later date adjust the invoiced

amount to reflect the actual consumption. Where the Customer receives natural gas pursuant to this Transaction Confirmation, the Customer will be invoiced based upon Schedule B - Pricing Schedule.

5.0. UNACCOUNTED FOR GAS COSTS AND IMBALANCE CHARGES

- 5.1. The Customer shall be responsible for the payment of any Unaccounted for Gas Costs.
- 5.2. On a periodic basis the Distribution Company may evaluate and determine the Customer's use of natural gas during a particular period. In the event the Customer uses more or less than the allowable tolerance as determined by the Distribution Company, the Distribution Company may impose balancing charges or credits, as applicable. The Customer further acknowledges that it shall be responsible for all balancing charges, Imbalance Charges, or shall receive all credit, if applicable, incurred by AMSC on behalf of the Customer as determined by the Distribution Company including any transportation and related charges assessed.

6.0. ADDITION OR REMOVAL OF SITES

- 6.1. The Customer may, upon twenty (20) Business Days' prior written notice to AMSC, add or remove a Site from the list of Sites allocated the natural gas from those purchases under Schedule C - Site Information Schedule provided that the Customer shall not thereby be released from its purchase obligations under this Transaction Confirmation and Schedule B - Pricing Schedule. Thereafter, such Site will share or cease sharing in the consumption of contract volumes purchased.
- 6.2. Unless the Site being removed is de-enrolled, such Site may only be removed at the end of the calendar month. Unless a Site being added is also being enrolled with AMSC, such Site may only be added at the beginning of a calendar month.
- 6.3. The Customer agrees to pay all charges for the original Site prior to de-selection of such Site by the Distribution Company.
- 6.4. If the Customer fails to abide by the terms of this Section then the Customer will continue to be obligated to perform its obligations under this Transaction Confirmation with respect to all of the Sites and AMSC will not be liable to the Customer for any failure of supply of natural gas to the new Site.

SCHEDULE B

PRICING SCHEDULE FOR SALE OF NATURAL GAS (FIXED PRICE)

Customer No.: Sec 17 (2)(f), FOIP Unique Deal Identifier: _____ Transaction Confirmation No.: Sec 17 (2)(f), FOIP

This Pricing Schedule forms part of the AMSC Transaction Confirmation pursuant to the Retail Services Agreement and is a binding contract for the natural gas sold to the Customer hereunder. This and the 1 page immediately following this page confirms the agreement between the Customer and AMSC for the purchase and supply of Natural Gas (Fixed Price) described in this Pricing Schedule for the identified Sites to be supplied by AMSC to the Customer at the specified Price under this Pricing Schedule.

Deal Start Date: 2027-01-01 Deal End Date: 2027-12-31

Selection	Customer Initials	Product	Price	Monthly Contract Volumes
<input checked="" type="checkbox"/>	_____	Fixed Price	\$3.2800 /GJ	As specified below

Monthly Contract Volumes			
GJs	2025	2026	2027
January	0	0	4,100
February	0	0	3,200
March	0	0	3,350
April	0	0	2,000
May	0	0	1,450
June	0	0	850
July	0	0	500
August	0	0	900
September	0	0	700
October	0	0	2,250
November	0	0	2,750
December	0	0	3,300
Total	0	0	25,350

Other Applicable Fees:

- Retail Service Charge:**
The Retail Service Charge will be based on monthly site usage at \$0.20/GJ, subject to a minimum monthly site charge of \$20.00.
- Procurement Fee:**
A procurement fee of \$0.05/GJ on all contracted volumes.

SITE INFORMATION SCHEDULE

List of sites selecting Natural Gas (Fixed Price):

[illegible]

SCHEDULE D
NatGas+ Agreement

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
October 17, 2024**

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2nd Street, Strathmore, Alberta on Thursday, October 17, 2024, at 7:00pm.

Board Members Present:

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

Attendees Present:

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

Absent:

Board Chair, KOESTER, called the meeting to order at 7:01PM.

Agenda Additions - NA

**RESOLUTION 44-10-01
Agenda**

WEGENER MOVED to approve the agenda.

- Carried Unanimously.

Consent Agenda

- Regular Board Meeting Minutes – September 19, 2024
- Board Resolution Action
- Financial Reports – Lodge & Social Housing - August 2024
- Maintenance Reports – Lodge & Social Housing – September 2024
- Social Housing Report
- Resident Manager Report
- CAO Report
- Committee Reports – N/A

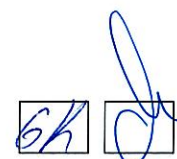
**RESOLUTION 44-10-02
Consent Agenda**

LAURSEN MOVED to approve the Consent Agenda.

- Carried Unanimously.

Old Business

Social Housing



**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
October 17, 2024**

Lodge

Strategic Plan

- Was previously delayed until October
- There was a past concern regarding Community Futures doing WHMBs Strategic Plan
- There was recommendations from Chantale Sangster on who we could use instead
- Vickey contacted the recommendations
- Received a quote today from Ballard Group
 - 8 weeks of work for \$15,000.00
 - As received today, have not had a chance to review
 - Discussion on
 - Out of WHMBs budget
- Discussion on who WHMB could use
 - Does provincial government have people that WHMB could use?
 - Is it possible to hire Wendy Gerbrandt or to contact her to see if she has any suggestions on WHMB could use?
- Vickey will look into further

Roof Payment

- Roof is 99% complete
- Finishing up a couple of deficiencies and painting exhausts
- Baxter Consulting has signed off on the next Epic Roofing invoices
- Approximately \$5,000 of the contingency funds was used
 - For removing a couple areas of double layered shingles

Contributions Collected and Roof Payment

- In 2022/2023 WHMB collected \$300,000 with the intention of having a reserve fund
 - 2024 all municipalities contributed, except Wheatland County
- As the intent of the reserve fund is not possible the funds have become a contribution collected towards the new roof
- As not all municipalities agreed to the 2024 contribution, WHMB will need to return the 2024 contribution to each of the municipalities that contributed
- The remaining contributions of \$300,000 plus interest will go towards the new roof – remaining balance will be paid for from WHMBs Operating Funds (regular operating bank account)
 - These funds will then be requisitioned at year end 2024

Reserve Fund Account

- All municipalities with the exception of Wheatland County have given their approval to the creating of a reserve fund
- 67% of housing authorities have reserve funds
- Cannot requisition at this point in time for the potential new build
 - WHMB can create a foundation for this and take donations
 - It is a little early but once the build was to get approved, WHMB would have time and build reserves over a longer period of time as it is a new building
 - Once approved, part of the CMHC funding has a contingency for maintenance and mandated to put away funds for this.
- WHMB should have the conversation with all municipalities regarding future requisitions
- Add this to our Strategic Plan

**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
October 17, 2024**

**RESOLUTION 44-10-03
2024 Contributions**

SMITH MOVED that WHMB refund contributions from 2024 that were paid from the municipalities of Town of Strathmore, Village of Hussar, Village of Rockyford and Village of Standard. No refund was made to Wheatland County as no contribution for 2024 was received. Remaining cost of roof will be requisitioned at year end.

- Carried Unanimously.

**RESOLUTION 44-10-04
Letter Returning Funds**

SMITH MOVED to have administration draft a letter with the amounts of each municipality's contribution and why WHMB is returning the funds; letter is to be sent to all municipalities.

- Carried Unanimously.

Capital Maintenance Reserve Fund & Operating Reserve Fund

- Letter from Town of Strathmore read aloud regarding Capital Maintenance Reserve Fund and Operating Reserve Fund
- WHMB should present a letter to each council regarding the 2 potential reserves
 - How much for each reserve?
 - Over what period of time?
- Would like to have support of all municipalities, however it is by majority vote – one per council
 - Currently 4 of the 5 requisitioning municipalities agree to reserve funds
- Vickey suggests WHMB Board members meet with the minister
 - Letter was sent out and hopefully meeting can be held with minister and all board members in November
- WHMB should come up with a letter (or similar) that all municipalities can sign in agreeance with, and showing support, of both reserve funds
 - Contact a lawyer familiar with municipal law to assist with.

**RESOLUTION 44-10-05
Lawyer Contact**

SMITH MOVED that in order to be in line with legislation in the Housing Act, and to help plan years out to future safety and security of the lodge, that staff contact a lawyer to draw up 2 agreements for each an Operating Reserve and a Capital Maintenance Reserve.

- Carried Unanimously.

CMHC Seed Funding

- M3 & Berry Architect put together a proposal for how far WHMB can get without exceeding the CMHC Funding amount
- Would get WHMB to development permit on land by end of November
 - 50% of package by November 5, 2024
 - 100% of package by November 28, 2024
- Will have meetings every 2 weeks – next meeting October 24, 2024
- There is a currently small piece of land that is on the property that is owned by CP Rail.
 - Richard and Denise will attempt to contact CP Rail regarding this land



**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
October 17, 2024**

**RESOLUTION 44-10-06
CMHC Funding Update**

WEGENER MOVED to accept as information.

- Carried Unanimously.

New Business

Social Housing

Lodge

Policy – Privacy of Zoom and Recorded Board Meetings

**RESOLUTION 44-10-07
Policy Approval**

PETERSON MOVED to accept the Privacy of Zoom and Recorded Board Meetings Policy as presented.

- Carried Unanimously.

Administration Policies – Revised

**RESOLUTION 44-10-08
Revised Policy Approval**

PETERSON MOVED to accept the revised Administration Policies as presented and to remove all original policies.

- Carried Unanimously.

Emergency Response Committee

- Group of board members met with Christi
- First meeting was successful and was the beginning stages of planning
 - Looked at 4 main areas – food, lodging, water and transport
 - Beyond more than a normal drill
- Is a work in progress and is a bigger project that expected
 - Will probably take a few months to completed
- Christi is spear heading the project and keeping everyone on track

**RESOLUTION 44-10-09
Emergency Response**

WEGENER MOVED to accept as information.

- Carried Unanimously.

Chair Report – verbal

- Read request from Wheatland County requesting copies of 2014 - 2021 Financial Statements
 - WHMB only needs to go back 3 years
 - All municipalities have been sent the Audit Financial Statements every year
 - Where is the ones sent to Wheatland County?
 - Operational decision
- There is still 3 board members that have not submitted the Board Self Evaluations. Please do asap.
 - Will use in the Strategic Plan



**WHEATLAND HOUSING MANAGEMENT BODY
REGULAR MEETING
October 17, 2024**

- The letter spoke of earlier that Vickey sent to Minister Nixon was done with the immediate approval of Glenn and Leah as it needed to get out asap so a meeting can be set up
- Spoke with Pat – reported from Drumheller
 - He did not know who to contact, but is now aware to contact Glenn, and next time he will.
- Vickey's review is underway and will address at the board meeting in November.
 - Requests information from Chrystal regarding current wage, past review date, ASCHA information.

**RESOLUTION 44-10-10
Chair Report**

KOESTER MOVED to accept the Chair Report as information.

- Carried Unanimously.

Important Dates

December 19, 2024 – Resident Christmas Party

Next Meeting Date

November 21, 2024

Following Meeting Dates

December ~ at call of chair
January 16, 2025

**RESOLUTION 44-10-11
Adjournment**

SMITH MOVED the meeting adjourn at 8:40PM.

- Carried Unanimously.



Chair



Recording Secretary