

AGENDA
REGULAR COUNCIL MEETING
Wednesday, July 2, 2025 @ 6:00 PM
Council Chambers, 1 Parklane Drive, Strathmore AB

	Page
1. CALL TO ORDER	
1.1. Traditional Land Acknowledgment for the First Regular Council Meeting in July (Sootaikisom)	
2. CONFIRMATION OF AGENDA	
3. CLOSED MEETING	
3.1. Intergovernmental Relations – Advice from officials – ATIA S. 29(1)(a)	
3.2. Council CAO Dialogue – Advice from officials – ATIA S. 29(1)(b)(iii)	
4. PUBLIC HEARING	
4.1. Land Use Bylaw Amending Bylaw No. 25-14 (Childcare Services as a Discretionary Use in the CHWY – Highway Commercial District) Agenda Item - AIR-25-170 - Pdf	4 - 22
5. BYLAWS	
5.1. Land Use Bylaw Amending Bylaw No. 25-14 (Childcare Services as a Discretionary Use in the CHWY – Highway Commercial District) Agenda Item - AIR-25-181 - Pdf	23 - 29
6. PUBLIC HEARING	
6.1. Land Use Bylaw Amending Bylaw No. 25-16 (Textual Amendments) Agenda Item - AIR-25-174 - Pdf	30 - 50
7. BYLAWS	
7.1. Land Use Bylaw Amending Bylaw No. 25-16 (Textual Amendments) Agenda Item - AIR-25-185 - Pdf	51 - 63
8. PUBLIC COMMENTS	
<p>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.</p>	
9. DELEGATIONS	
<p>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.</p>	
10. CONSENT AGENDA	

- 11.1 Regular Council Meeting Minutes – June 18, 2025
- 12.1 Corporate Quarterly Report – Q1 2025
- 12.2 Council Meeting Schedule Amendments
- 12.3 Joint Election Agreement
- 12.4 2025 Operating Budget Amendment – Watermain Insurance
- 12.5 2025 Operating Budget Amendment – Celebrate Canada Grant
- 13.2.1 WADEMSA Report to Council June 2025
- 13.2.2 WHMB Meeting – June 19, 2025
- 14.1 Thank you Letter from Minister of Mental Health and Addiction
- 14.2 Thank you Letter from Minister of Tourism and Sport

11. CONFIRMATION OF MINUTES

- 11.1. Regular Council Meeting Minutes – June 18, 2025 64 - 78
[Agenda Item - AIR-25-186 - Pdf](#)

12. BUSINESS

- 12.1. Corporate Quarterly Report – Q1 2025 79 - 105
[Agenda Item - AIR-25-191 - Pdf](#)
- 12.2. Council Meeting Schedule Amendments 106 - 111
[Agenda Item - AIR-25-187 - Pdf](#)
- 12.3. Joint Election Agreement 112 - 119
[Agenda Item - AIR-25-188 - Pdf](#)
- 12.4. 2025 Operating Budget Amendment – Watermain Insurance 120 - 122
[Agenda Item - AIR-25-190 - Pdf](#)
- 12.5. 2025 Operating Budget Amendment – Celebrate Canada Grant 123 - 126
[Agenda Item - AIR-25-189 - Pdf](#)
- 12.6. 2025 Capital Budget Amendment – Aerial/Ladder Truck Initial Payment 127 - 131
[Agenda Item - AIR-25-193 - Pdf](#)

13. COUNCILLOR INFORMATION & INQUIRIES

- 13.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS
- 13.2. BOARD AND COMMITTEE REPORTS
 - 13.2.1. WADEMSA Report to Council June 2025 132 - 134
[WADEMSA Report to Council June 2025](#)
 - 13.2.2. WHMB Meeting Report – June 19, 2025 135 - 137
[WHMB Meeting Report – June 19, 2025](#)
- 13.3. QUESTION AND ANSWER PERIOD
- 13.4. ADMINISTRATIVE INQUIRIES
- 13.5. NOTICES OF MOTION

14. CORRESPONDENCE

- 14.1. Thank you Letter from Minister of Mental Health and Addiction 138
[Thank you Letter from Minister of Mental Health and Addiction](#)
- 14.2. Thank you Letter from the Minister of Tourism and Sport 139
[Thank you Letter from the Minister of Tourism and Sport](#)

15. ADJOURNMENT



Request for Decision

To: Town Council

Staff Contact: Kate Bakun, Planner

Date Prepared: June 10, 2025

Meeting Date: July 2, 2025

SUBJECT: Land Use Bylaw Amending Bylaw No. 25-14 (Childcare Services as a Discretionary Use in the CHWY – Highway Commercial District) Public Hearing

RECOMMENDATION: THAT Council proceed with a Public Hearing for Bylaw No. 25-14 on July 02, 2025, in accordance with Section 692(1) of the *Municipal Government Act, RSA 2000, cM-26*;

AND THAT Council take into consideration all information received at the Public Hearing on July 02, 2025 regarding Bylaw No. 25-14 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

Including Child Care Services in the CHWY land use district as a discretionary use may be a strategic step towards reducing red tape and integrating community services into existing commercial areas without requiring site-specific land use changes (sometimes referred to as direct control zoning).

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

Allowing Child Care Services in the highway commercial district may encourage business development and diversification. It may enable entrepreneurs and private operators to invest in Child Care Services, generating local employment opportunities and supporting working families.

SOCIAL SUSTAINABILITY:

The addition of "Child Care Services" as a discretionary use may support community well-being by increasing access to essential services for families. It may open up options and help meet the growing demand for child care options in Town.

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The proposed amendment proposes for more flexibility within the Land Use Bylaw (LUB). Listing child care services as a discretionary use in the district allows Development Services Staff to make decisions on development permit applications for child care services in the CHWY district. Staff may approve applications and will professionally review and evaluate each application based on its own merits and other factors. The proposed amendment likely streamlines the development process, reduces red tape, and proposes to reduce the need for future land use redesignations.

ORGANIZATIONAL:

Staff are investing the time necessary in preparing further reports, actively engaging with the public as appropriate, and ensure the proper distribution of public notices in advance of the public hearing.

OPERATIONAL:

N/A

FINANCIAL:

N/A

IMPLEMENTATION:

With respect to the MGA, Section 692(1) of the [Municipal Government Act](#) requires that Council hold a public hearing with respect to the proposed bylaw prior to giving second and third reading to the proposed bylaw to amend a Land Use Bylaw. Staff are advertising the public hearing in accordance with Section 606 of the Municipal Government Act .

BACKGROUND:

In Land Use Bylaw No. 14-11 (LUB), Child Care Services *"means development that may or may not be licensed by the Province, to provide daytime personal care and education to children. Typical uses include daycare centers, day homes, day nurseries, nursery schools and play schools, but does not include Education Services."*

Currently, Child Care Services is a listed use in the R1, R1N, R1S, R2, R2X, R3, R3M, MHS, CR, and CB land use districts. Child Care Services is not currently a listed use in the CHWY - Highway Commercial land use district.

At the May 21, 2025 regular Council Meeting, Resolution No 171.05.25 was carried. The resolution is included below for information:

**11.5.1. Land Use Bylaw Amendment – Child Care Services – Councillor Langmaid
Resolution No. 171.05.25**

Moved by Councillor Langmaid

THAT Council direct Administration to prepare an amendment to Land Use Bylaw No. 14-11 to include Child Care Services as a discretionary use within the Highway Commercial (CHWY) land use district;

AND THAT Council directs Administration to present the amended bylaw to Council at the June 4, 2025 Regular Council Meeting for consideration.

CARRIED

A LUB amendment has been prepared to include child care services in the CHWY district as proposed by Council. Staff are supportive of the amendment because of several reasons and our reasoning is included in this report.

Staff are recommending child care services be included as a discretionary use in the CHWY district rather than a permitted use. Staff are obligated to approve permitted uses which comply with all regulations within a LUB. On the other hand, discretionary uses are different and staff may approve applications for discretionary uses based on planning and engineering rational. Staff would be able to evaluate each proposal on it's own merit and we can impose special conditions on the permit. Internal circulation and professional review will occur by planning, engineering, fire, and operations staff. Site context would remain part of the decision making process. There is an advertised appeal period for discretionary uses and adjacent landowners are notified of decisions made on applications. There is a 21-day appeal period and If appealed, appeals are heard by the local Subdivision and Development Appeal Board.

The LUB is a planning tool used to regulate the use of land and buildings. It is not a tool to regulate business. For example, staff must review the planning and engineering merits of an application, we cannot regulate a business because we think there are too many or too few of

the type of a business in Town. Staff have reached out to day cares for background information purposes and we will present some of our findings at the public hearing.

Child care services was included in two of the three commercial districts in LUB #89-20, which was our previous LUB, and the use is included in two of the three commercial districts in our current LUB #14-11. Staff estimate that many of the aspects were carried over from our previous LUB to our new LUB. Staff believe this is one of the reasons why child care services is not a listed use in the CHWY district. We estimate the other reason being because there are some industrial-type land uses existing in CHWY, child care services was not included as a use. Although some potential, perceived conflicts of land use may exist, there are many complimentary and compatible land uses adjacent to CHWY designated land in Strathmore, including residential, other commercial, and lighter industrial uses. Child care services are considered low-impact, daytime uses generally compatible with CHWY's service and retail oriented character.

The communities of Calgary, Chestermere, Okotoks, Airdrie, and Cochrane were researched and these communities include child care services, or the equivalent definition, included in many commercial districts and some industrial districts.

Amending the LUB to include child care services in the CHWY district may be seen as a "pro-business" decision, and it will reduce red tape for new child care businesses seeking to locate in Strathmore. There are many requirements for a child care business, including provincial licensing, building codes, play space area, and more. Requiring a land use bylaw amendment (which is the current process in Strathmore for each application) is another step and may be prohibiting new businesses from opening in Town.

Expanding childcare services in Strathmore holds the potential to effectively address the needs of families within the community. By increasing the availability of childcare options, Strathmore can better accommodate the demands of working parents and guardians. This not only enhances accessibility to quality childcare but also supports the overall well-being and productivity of families. Additionally, improved childcare services contribute to the local economy by enabling more individuals to participate in the workforce, thereby fostering economic growth and stability within the town. Overall in Staff's opinion, the expansion of childcare services aligns with the town's commitment to nurturing a supportive and thriving community for its residents.

Although some industrial-type uses do exist in the Town's commercial highway land use district, Staff believe that the existing surrounding development does not significantly conflict with the proposed use and provides landowners and citizens with greater flexibility and more options.

KEY ISSUE(S)/CONCEPT(S):

Administration was directed to prepare and amendment to the LUB to include Child Care Services as a discretionary use within the CHWY land use district. The proposed amendment is a textual amendment to the LUB and the process to amend a LUB is outlined in the MGA.

DESIRED OUTCOMES:

COMMUNICATIONS:

Staff advertised the public hearing by including written notices in the Strathmore Times on June 18, 25 and July 2, a social media post on June 26, 2025, as well as publishing the notices on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

Council may support the recommendation or defer public hearing.

ATTACHMENTS:

[Attachment I: Land Use Bylaw Amending Bylaw No. 25-14](#)

[Attachment II: Strathmore-Land-Use-Bylaw-No.-11-Consolidated-July-29-2024 CHWY](#)

[Attachment III: Bylaw 25-14 Child Care to CHWY Discretionary Use Presentation](#)

[Attachment IV: Written Statement #1 - Public Hearing for Land Use Bylaw Amending Bylaw No. 25-14 - Kimberly McCutcheon](#)

Chuck Procter, Manager of Development Services	Approved - 25 Jun 2025
Jamie Dugdale, Director of Infrastructure, Operations, and Development Services	Approved - 25 Jun 2025
Kevin Scoble, Chief Administrative Officer	Approved - 26 Jun 2025
Veronica Anderson, Legislative Services Officer	Approved - 26 Jun 2025
Johnathan Strathdee, Manager of Legislative Services	Approved - 26 Jun 2025

**BYLAW NO. 25-14
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

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

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

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

1.0. Bylaw No. 14-11 is amended by:

1.0.1. Adding "Childcare Services" to Section 4.11 CHWY – Highway Commercial District 2. b) Discretionary Uses.

READ A FIRST TIME this ____ day of _____, 2025

PUBLIC HEARING HELD this ____ day of _____, 2025

READ A SECOND TIME this ____ day of _____, 2025

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

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE
AND FINANCIAL SERVICES

4.11 CHWY – HIGHWAY COMMERCIAL DISTRICT

1. PURPOSE: To provide for a commercial area adjoining designated highways and service roads to provide for the development of regional shopping facilities and to service the traveling public.

2. USES:

a) Permitted Uses

Athletic and Recreational Facility, Indoor
 Automotive and Recreation Vehicle Sales/Rentals
 Automotive Services
 Contractor Services, Limited
 Custom Manufacturing Establishments
 Drive Through Food Services
 Eating and Drinking Establishments, Minor
 Fleet Services
 Gas Bar
 Government Services
 Greenhouses and Plant Nurseries
 Health Services
 Hotels
 Liquor Store
 Professional Offices and Office Support Services
 Protective and Emergency Services
 Public Assembly Establishments, Minor
 Public Assembly Establishments, Medium
 Retail Stores, Convenience
 Retail Stores, General
 Shopping Centers
 Signs, excepting Billboards
 Utilities

Bylaw #17-12

b) Discretionary Uses

Accessory Uses
 Adult Entertainment
 Auctioneering Establishment
 Auto Body and Paint Shop
 Automotive and Equipment Repair Shops
 Campground
 Cannabis Stores
 Contractor Services – General
 Cultural Facilities
 Eating and Drinking Establishments, Major
 Education Services
 Emergency Shelter
 Equipment and Storage Yard
 Funeral Home
 Housing, Apartment, (if approved prior to adoption of this bylaw)

Bylaw #22-01

Bylaw #18-08

Bylaw #15-20

Bylaw #15-40

Bylaw #16-10

Bylaw #16-10

Housing, Security
 Mini or Self Storage
 Personal Service Shops
 Pet Care Facility
 Private Clubs
 Private Recreational Vehicle Storage
 Public Assembly Establishment, Major
 Religious Assembly
 Residential Sales Centre
 Sea Can
 Signs, Billboards
 Truck and Mobile Home Sales/Rentals
 Utility Building
 Veterinary Services, Minor

Bylaw #22-01

Bylaw #17-12

3. GENERAL SITE REQUIREMENTS:

a) Lot Area

- i. 929m²

b) Minimum Front Yard

- i. 8.0 metres

c) Minimum Side Yard Setbacks

- i. 3.0 metres

d) Minimum Rear Yard Setbacks

- i. None, 3.0 metres if the rear property line abuts a public roadway

e) Landscaping

- i. The landscaping plan shall show, at a minimum:
 - a. A 4.5m wide landscaped strip parallel to the main or service road.
 - b. A 3m wide landscaped strip parallel to the side and rear property lines.

All to the satisfaction of the Approving Authority.

4. OTHER SITE REQUIREMENTS:

Parking Areas

- a) All parking areas shall be paved, unless exempted by the Approving Authority.

Automotive Services:

- b) Traffic circulation, vehicular queuing, and the location of pump islands and the canopy must be to the satisfaction of the Approving Authority.

Bylaw #16-10

- c) A canopy over a pump island in an Automotive Services may extend to 3m of the boundary of the site.

Housing, Apartment:

- d) The buildings on the property legally described as Lot 1, Block 10, Plan 921 0950 may have Dwelling Units on the second storey, as a Discretionary Use.

Bylaw #22-01

Mechanical Equipment

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

Bylaw #22-01

Auto Body and Paint Shop

- f) The bay doors of the building containing an Auto Body and Paint Shop must not face an adjacent residential district.

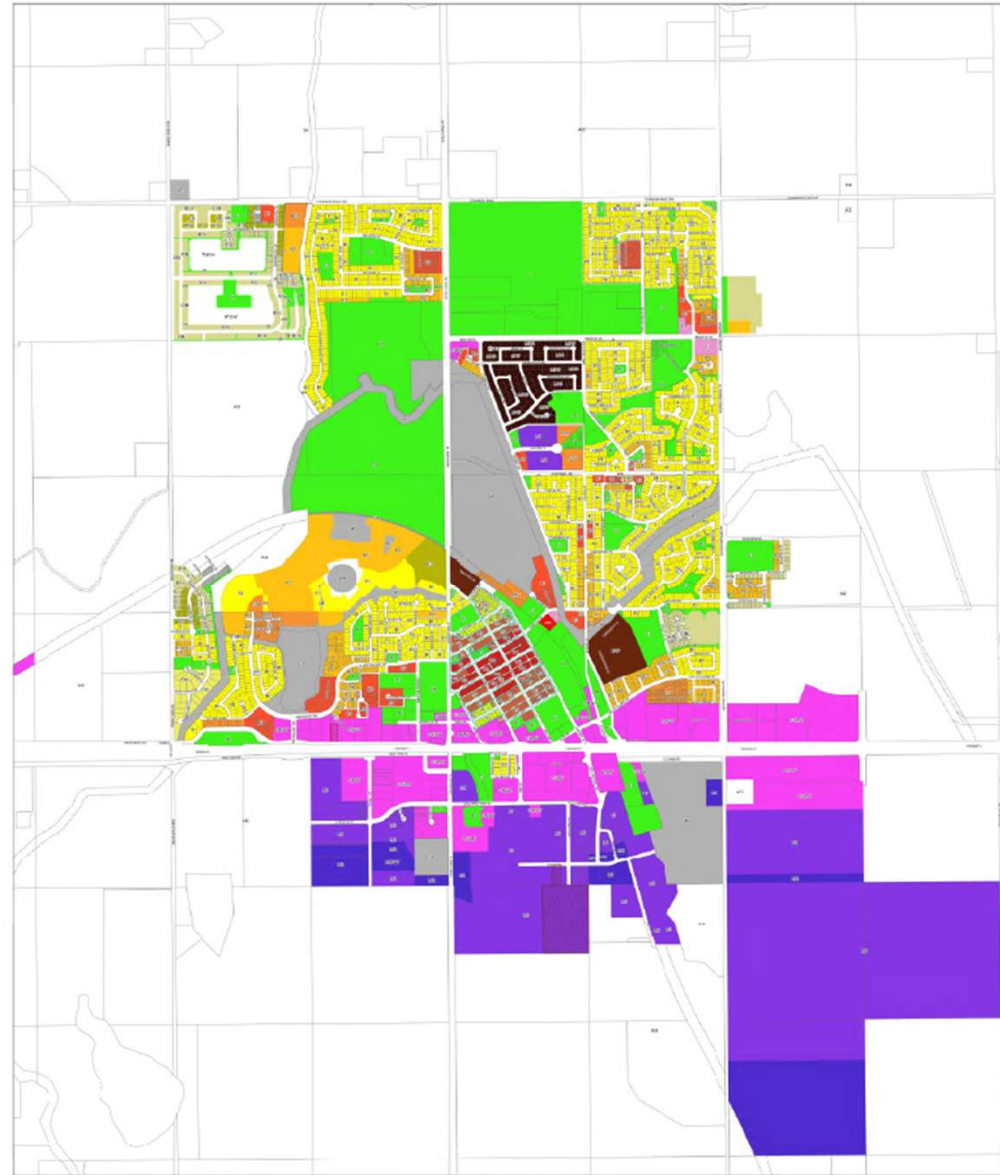


Bylaw 25-14

Land Use Bylaw

**Proposed "Childcare Services" as a Discretionary Use
within the CHWY – Highway Commercial District**

Public Hearing



SECTION 3.16 CHILD CARE SERVICES, DAY HOMES, AND GROUP HOMES

1. Before approving a Development Permit application for a Child Care Services, Day Home, or Group Home, the Approving Authority shall be satisfied that the property is suitable for the proposed development, by being satisfied that
 - (a) the traffic generated as a result of the development will not exceed normal levels for the land use District;
 - (b) the property is or will be appropriately buffered or shielded from adjacent uses;
 - (c) the intensity of the Use is appropriate for the location in the land use District;
 - (d) the Use will not unduly affect the use of adjacent developments; and
 - (e) the property has reasonable access to parks and open space, if required.
2. A Group Home, Limited shall be located on land abutting a collector road, as determined by the Approving Authority, and shall have access from a rear lane if available.
3. A Day Home, for the purposes of this Bylaw, shall be treated as a Home Occupation and shall also meet the requirements of this Bylaw for that Use, except that a Day Home is exempt from any floorspace limitations.
4. An overnight Child Care Service requires a fire safety inspection prior to opening day.

Child Care Services means development that may or may not be licensed by the Province, to provide daytime personal care and education to children. Typical uses include daycare centres, day homes, day nurseries, nursery schools and play schools, but does not include Education Services.

Use, Discretionary means the use of land, buildings or structures for which is listed in the column captioned "Discretionary Uses" in each Land Use District appearing in this Bylaw and which a Development Permit may be issued at the discretion of the Approving Authority.

1

Bylaw #22-01



Strathmore



- CHWY - Highway Commercial District

KEY FEATURES OF DISCRETIONARY USE:

Approval is Not Guaranteed

• Even if listed in the LUB, a discretionary use can be **refused** based on:

- Site-specific factors (traffic, access, services)
- Impact on adjacent land uses
- Public feedback from notices or hearings

Public Notification Required

• When a Development Permit is proposed for a Discretionary Use:

- **Adjacent landowners are notified**
- The Town may post a **Notice of Decision**
- Anyone may file an appeal within **21 days** to the **Subdivision and Development Appeal Board (SDAB)**

Why Discretionary Use Matters

In cases like the proposed **Child Care use in the CHWY District**, the Town is considering adding "Child Care Facility" as a **Discretionary Use**, not a Permitted Use. This means:

- The Town would maintain control and flexibility to **evaluate each proposal on its own merit**
- Applications could be approved **with special conditions** (e.g., fencing, access)
- **Public input and site context** would remain part of the decision-making process

4.11 CHWY – HIGHWAY COMMERCIAL DISTRICT

1. **PURPOSE:** To provide for a commercial area adjoining designated highways and service roads to provide for the development of regional shopping facilities and to service the traveling public.

2. **USES:**

a) **Permitted Uses**

Athletic and Recreational Facility, Indoor
Automotive and Recreation Vehicle Sales/Rentals
Automotive Services
Contractor Services, Limited
Custom Manufacturing Establishments
Drive Through Food Services
Eating and Drinking Establishments, Minor
Fleet Services
Gas Bar
Government Services
Greenhouses and Plant Nurseries
Health Services
Hotels
Liquor Store
Professional Offices and Office Support Services
Protective and Emergency Services
Public Assembly Establishments, Minor
Public Assembly Establishments, Medium
Retail Stores, Convenience
Retail Stores, General
Shopping Centers
Signs, excepting Billboards
Utilities

b) **Discretionary Uses**

Accessory Uses
Adult Entertainment
Auctioneering Establishment
Auto Body and Paint Shop
Automotive and Equipment Repair Shops
Campground
Cannabis Stores
Contractor Services – General
Cultural Facilities
Eating and Drinking Establishments, Major
Education Services
Emergency Shelter
Equipment and Storage Yard
Funeral Home
Housing, Apartment, (if approved prior to adoption of this bylaw)

Bylaw #16-10

Bylaw #22-01

Bylaw #17-12

Housing, Security
Mini or Self Storage
Personal Service Shops
Pet Care Facility
Private Clubs
Private Recreational Vehicle Storage
Public Assembly Establishment, Major
Religious Assembly
Residential Sales Centre
Sea Can
Signs, Billboards
Truck and Mobile Home Sales/Rentals
Utility Building
Veterinary Services, Minor

3. **GENERAL SITE REQUIREMENTS:**

a) **Lot Area**

i. 929m²

b) **Minimum Front Yard**

i. 8.0 metres

c) **Minimum Side Yard Setbacks**

i. 3.0 metres

d) **Minimum Rear Yard Setbacks**

i. None, 3.0 metres if the rear property line abuts a public roadway

e) **Landscaping**

i. The landscaping plan shall show, at a minimum:

- a. A 4.5m wide landscaped strip parallel to the main or service road.
- b. A 3m wide landscaped strip parallel to the side and rear property lines.

All to the satisfaction of the Approving Authority.

4. **OTHER SITE REQUIREMENTS:**

Parking Areas

a) All parking areas shall be paved, unless exempted by the Approving Authority.

Automotive Services:

b) Traffic circulation, vehicular queuing, and the location of pump islands and the canopy must be to the satisfaction of the Approving Authority.

CHILD CARE SERVICES IN COMMERCIAL AND INDUSTRIAL ZONES – REGIONAL OVERVIEW:

4

Calgary

◆ **Child Care Service** is a **discretionary use** in many commercial and industrial zones.

Discretionary Use:

Commercial – Neighbourhood 1 (C-N1) District,
Commercial – Neighbourhood 2 (C-N2) District,
Commercial – Community 1 (C-C1) District, Commercial –
Community 2 (C-C2) District, Commercial – Corridor 1 (C-
COR1) District, Commercial – Corridor 2 (C-COR2)
District, Commercial – Corridor 3 (C-COR3) District,
Commercial – Office (C-O) District, Commercial –
Regional 2 (C-R2) District, commercial – Regional 3 (C-R3)
District

Industrial – General (I-G) District, Industrial – Business (I-B)
District, Industrial – Edge (I-E) District, Industrial –
Commercial (I-C) District, Industrial – Redevelopment (I-R)
District



Chestermere

◆ Chestermere actively supports childcare in commercial areas with licensed centers in place.

- **Permitted Use:** Interim Commercial (IC)
- **Discretionary Use:** Public Services (PS), Transitional Rural Residential (TRR),

Direct Control (Business Park/Light Industrial–Commercial) (BP/LI-C)

Okotoks

- **Permitted Use:** General Commercial (GC)
- **Discretionary Use:** Industrial Business Park (IBP), Aerodrome (A)

Cochrane

- **Permitted Use:** Commercial Transition (C-T), General Commercial (C-G)
- **Discretionary Use:** Highway Commercial (C-H)

Airdrie

• **Discretionary Use:**

C1 (Neighbourhood Commercial), C2 (Community Commercial),
C3 (Regional Commercial), CS (Service Commercial),
IB-1 (Mixed Business/Employment), IB-O (Office Park & Employment)

CHILDCARE NEEDS AND FEEDBACK SUMMARY – STRATHMORE

Demand & Waitlists

- High demand for infants (12–36 months)
- 56+ on daycare waitlists
- One facility has ~30–40 vacant spaces (mostly older children)

Staffing Shortages

- Lack of qualified ECEs (Level 2 & 3)
- Staff leaving for other centers or on leave
- Waitlists closed due to insufficient staffing
- Suggested: ECE courses in high schools/community

Mixed Views on Capacity

- One operator: "daycare desert"
- Another: "Town is meeting demand"

Barriers to Expansion

- High rental costs
- Zoning restrictions & red tape
- No suitable commercial properties with green space

Why Daycares in CHWY? — Planning Rationale & DP Considerations

Land Use Planning Rationale

- **Strategic Location:** CHWY sites are located along major transportation routes, ideal for convenient pick-up and drop-off for commuting families.
- **Supports Community Needs:** Proximity to highways and employment areas helps address childcare gaps for working parents.
- **Land Use Compatibility:** Daycares are low-impact, daytime uses, generally compatible with CHWY's commercial and service-oriented character.
- **Efficient Use of Land:** Utilizes underused commercial parcels for high-demand community services.

Development Permit Considerations for Daycares (Discretionary Use)

- **Traffic and Access:** Safe and efficient vehicle circulation, drop-off zones, and parking availability.
- **Site Layout:** Outdoor play space, fenced areas, and pedestrian connectivity.
- **Compatibility with Surrounding Uses:** Noise, hours of operation, and buffering from adjacent properties.
- **Safety & Design:** Compliance with Alberta Building Code, Fire Code, and any specific design standards.
- **Capacity and Scale:** Appropriateness of daycare size in relation to the site and neighbouring businesses.

Bylaw 25-14

Recommendation:

THAT Council proceed with a Public Hearing for Bylaw No. 25-14 on July 02, 2025, in accordance with Section 692(1) of the *Municipal Government Act, RSA 2000, cM-26*;

AND THAT Council take into consideration all information received at the Public Hearing on July 02, 2025 regarding Bylaw No. 25-14 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

Thank you!

Good evening, Council,

I would like to thank you for your time and apologize for my absence from this Public Hearing. My name is Kimberly McCutcheon, and I have been a childcare provider, supervisor and director in this community for seventeen years. As a childcare provider it is my duty to advocate for children and their safety. With this I believe it is my duty to speak out and let my voice be heard on this topic.

In my opinion placing any childcare facility along Highway 1 would be reckless. In my career I have seen many children run off from parents/guardians when being dropped off or picked up from daycare, along with children trying to take off from caregivers. Children are unpredictable and can take off at any given moment. With this placing a childcare facility in a busy parking lot with two drive throughs, a gas station and many restaurants would pose many issues with children potentially getting hit by a vehicle. The case could be made for any commercial property along Highway 1.

There was an incident at a childcare facility here in Strathmore on May 28, 2025, where a person presented a weapon directed at children in their play yard. Is the Town of Strathmore aware that when this incident occurred there was a "hold and secure" from the RCMP placed upon the schools within Strathmore, however the daycares were not informed? The daycares were informed by concerned and terrified parents who saw the incident unfolding on social media and called in to make sure that their children were alright.

How is the Town of Strathmore prepared to deal with incidents like this in the future? Placing childcare facilities along the highway will pose a greater risk for transient and homeless people to gain close access to childcare facilities and this may not be a one-off incident. I have personally noticed a larger homeless population and more people hitchhiking through town.

All four childcare facilities in Strathmore; Core, Fueling Brains Academy, Kids Connection and Toddler Inn Daycare Society currently have space open for children. I know this because I have personally reached out to each of them and inquired how many spaces are available. This does not include any day home facilities within the community, however many of them are currently advertising space available through the Facebook group Strathmore and Area Daycare and Babysitting Listing. Licensed day homes provide the same affordability grant that the daycares receive.

Space for children is not the issue here in Strathmore, staffing is the issue. All childcare facilities have experienced loss of staff due to new facilities opening. Being able to provide quality care with qualified staff has become an issue as of late. The Government of Alberta has also restricted the funding for potential staff to complete their level one childcare certification in Alberta. Every childcare worker in Alberta is required to receive this certification within six

months of employment at a childcare facility. This is cutting down the eligible job seekers from applying and being able to gain employment within childcare facilities.

In my opinion with my work experience and knowledge on child development, placing any childcare facility along the highway would be unsafe for children and an unnecessary risk for the Town of Strathmore. I hope that council will vote against this motion as there is no need to provide additional space at this time or safety conscious reason to permit childcare facilities on commercial highway properties.

Thank you for your time.
Kimberly McCutcheon



Request for Decision

To: Town Council

Staff Contact: Kate Bakun, Planner

Date Prepared: June 10, 2025

Meeting Date: July 2, 2025

SUBJECT: Land Use Bylaw Amending Bylaw No. 25-14 (Childcare Services as a Discretionary Use in the CHWY – Highway Commercial District)

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

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

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

N/A

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

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

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may choose to give Second and/or Third Reading.
2. Council may take no further action.

ATTACHMENTS:

[Attachment I: Land Use Bylaw Amending Bylaw No. 25-14](#)

[Attachment II: Strathmore-Land-Use-Bylaw-No.-11-Consolidated-July-29-2024 CHWY](#)

Chuck Procter, Manager of Development Services

Approved
- 25 Jun
2025

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

Approved
- 25 Jun
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 26 Jun
2025

Veronica Anderson, Legislative Services Officer

Approved
- 26 Jun
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 26 Jun
2025

**BYLAW NO. 25-14
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA**

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

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

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

1.0. Bylaw No. 14-11 is amended by:

1.0.1. Adding "Childcare Services" to Section 4.11 CHWY – Highway Commercial District 2. b) Discretionary Uses.

READ A FIRST TIME this ____ day of _____, 2025

PUBLIC HEARING HELD this ____ day of _____, 2025

READ A SECOND TIME this ____ day of _____, 2025

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

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE
AND FINANCIAL SERVICES

4.11 CHWY – HIGHWAY COMMERCIAL DISTRICT

1. PURPOSE: To provide for a commercial area adjoining designated highways and service roads to provide for the development of regional shopping facilities and to service the traveling public.

2. USES:

a) Permitted Uses

Athletic and Recreational Facility, Indoor
 Automotive and Recreation Vehicle Sales/Rentals
 Automotive Services
 Contractor Services, Limited
 Custom Manufacturing Establishments
 Drive Through Food Services
 Eating and Drinking Establishments, Minor
 Fleet Services
 Gas Bar
 Government Services
 Greenhouses and Plant Nurseries
 Health Services
 Hotels
 Liquor Store
 Professional Offices and Office Support Services
 Protective and Emergency Services
 Public Assembly Establishments, Minor
 Public Assembly Establishments, Medium
 Retail Stores, Convenience
 Retail Stores, General
 Shopping Centers
 Signs, excepting Billboards
 Utilities

Bylaw #17-12

b) Discretionary Uses

Accessory Uses
 Adult Entertainment
 Auctioneering Establishment
 Auto Body and Paint Shop
 Automotive and Equipment Repair Shops
 Campground
 Cannabis Stores
 Contractor Services – General
 Cultural Facilities
 Eating and Drinking Establishments, Major
 Education Services
 Emergency Shelter
 Equipment and Storage Yard
 Funeral Home
 Housing, Apartment, (if approved prior to adoption of this bylaw)

Bylaw #22-01

Bylaw #18-08

Bylaw #15-20

Bylaw #15-40

Bylaw #16-10

Bylaw #16-10

Housing, Security
 Mini or Self Storage
 Personal Service Shops
 Pet Care Facility
 Private Clubs
 Private Recreational Vehicle Storage
 Public Assembly Establishment, Major
 Religious Assembly
 Residential Sales Centre

Bylaw #22-01

Sea Can
 Signs, Billboards
 Truck and Mobile Home Sales/Rentals

Bylaw #17-12

Utility Building
 Veterinary Services, Minor

3. GENERAL SITE REQUIREMENTS:

a) Lot Area

- i. 929m²

b) Minimum Front Yard

- i. 8.0 metres

c) Minimum Side Yard Setbacks

- i. 3.0 metres

d) Minimum Rear Yard Setbacks

- i. None, 3.0 metres if the rear property line abuts a public roadway

e) Landscaping

- i. The landscaping plan shall show, at a minimum:
 - a. A 4.5m wide landscaped strip parallel to the main or service road.
 - b. A 3m wide landscaped strip parallel to the side and rear property lines.

All to the satisfaction of the Approving Authority.

4. OTHER SITE REQUIREMENTS:

Parking Areas

- a) All parking areas shall be paved, unless exempted by the Approving Authority.

Automotive Services:

- b) Traffic circulation, vehicular queuing, and the location of pump islands and the canopy must be to the satisfaction of the Approving Authority.

Bylaw #16-10

- c) A canopy over a pump island in an Automotive Services may extend to 3m of the boundary of the site.

Housing, Apartment:

- d) The buildings on the property legally described as Lot 1, Block 10, Plan 921 0950 may have Dwelling Units on the second storey, as a Discretionary Use.

Bylaw #22-01

Mechanical Equipment

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

Bylaw #22-01

Auto Body and Paint Shop

- f) The bay doors of the building containing an Auto Body and Paint Shop must not face an adjacent residential district.



Request for Decision

To: Town Council

Staff Contact: Kate Bakun, Planner

Date Prepared: May 4, 2025

Meeting Date: July 2, 2025

SUBJECT: Land Use Bylaw Amending Bylaw No. 25-16 (Textual Amendments) Public Hearing

RECOMMENDATION: THAT Council proceed with a Public Hearing for Bylaw No. 25-16 on July 02, 2025, in accordance with Section 692(1) of the *Municipal Government Act, RSA 2000, cM-26*;

AND THAT Council take into consideration all information received at the Public Hearing on July 02, 2025 regarding Bylaw No. 25-16 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

By removing likely outdated regulations and potential errors, the changes encourage more efficient land use and support redevelopment opportunities. Updating terminology and standards enhances clarity and streamlines the development process, contributing to a more responsive and user-friendly Land Use Bylaw.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The proposed amendments support the Town's Strategic Priority of Economic Development by creating a more accurate, flexible, user-friendly regulatory framework.

SOCIAL SUSTAINABILITY:

The proposed amendments promote social sustainability by providing clear, user-friendly regulations.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

The proposed amendments enhance clarity and consistency in the Land Use Bylaw, streamlining the development process, reducing the need for variances, and supporting higher quality, context-sensitive development aligned with the Town's strategic goals for sustainable and adaptable growth.

ORGANIZATIONAL:

Staff are investing the time necessary in preparing further reports, actively engaging with the public as appropriate, and ensure the proper distribution of public notices in advance of the public hearing.

IMPLEMENTATION:

With respect to the MGA, Section 692(1) of the [Municipal Government Act](#) requires that Council hold a public hearing with respect to the proposed bylaw prior to giving second and third reading to the proposed bylaw to amend a Land Use Bylaw. Staff will advertise the public hearing in accordance with Section 606 of the Municipal Government Act.

BACKGROUND:

While working with Land Use Bylaw No. 14-11 (LUB), our team, along with legal consultation, has encountered some errors and challenges. In particular, incorrect terminology, inconsistent or vague wording, and overly strict regulations likely written or carried over from a previous bylaw in error. It is not uncommon for staff to bring regular updates or amendments to the LUB. The proposed amendments are textual in nature and aim to change regulations within the living document.

Bylaw No. 25-16 proposes amendments to 5 (five) sections in the LUB which represent recent challenges we have found. The proposed amendments are summarized below and correspond to the numbering in the attached proposed Bylaw No. 25-16.

- 1.0.1 As a result of legal consultation, the amendment proposes to update the time when notice of a development permit application refusal is deemed to be received by the applicant from 5 (five) days to 7 (seven) days to be in line with provincial legislation.
- 1.0.2 Similar to 1.0.1 above, as a result of legal consultation, the amendment proposes to update the time when notice of a development permit application has been deemed to be received by adjacent landowners from 5 (five) days to 7 (seven) days to be in line with provincial legislation.
- 1.0.3 As a result of staff review, the amendment proposes to replace the term "lot area" with the term "site area". Site area has a definition in the LUB, and lot area does not have a definition. Lot area is referenced in the LUB in a few sections and all references should be to site area, which is a defined term.
- 1.0.4 The amendment to section 3.2 Projections into Yards proposes to introduce the phrase "or as determined at the discretion of the Approving Authority" into the section. The change allows variations to be reviewed based on staff judgment, without requiring applicants to pursue more complex processes such as variances or appeals for minor projections into yards. It also fixes the large number of projections in Strathmore which currently exceed 2.0 meters into a rear yard.
- 1.0.5 As a result of legal consultation, the amendment proposes to remove the maximum site area in Section 4.6 R3 – High Density Residential District. Regulating maximum site areas may have been an outdated method of controlling density, but with an existing density requirement in the district, the regulation is likely unnecessary and could restrict potential developments within the R3 district. Also there are existing lots (created before the current LUB came into effect) in Town which are larger than the maximum lot size. As it is today, R3 applicants are forced either to subdivide their lots into smaller lots, or apply for large variances. High-density residential areas are intended to support a variety of development forms and larger projects could exceed 4000 m² (0.4 hectares, 0.99 acres, 43,055 sq ft) in site area. Removing the maximum site area, while maintaining the density requirement will allow staff to make decisions on R3 projects which meet the requirements of the LUB. There will be more flexibility for developers and staff can focus on site function. The amendment will help provide for different housing forms and a broader range of residential types.

The proposed textual amendments to the LUB aim at fixing some of requirements of the LUB. Staff along with legal consultation have identified areas within the LUB which are either likely errors or outdated requirements. LUB No. 14-11 is a land use regulatory tool which should be updated regularly. Staff will continue to bring forward recommendations for improvement and fix errors as required.

KEY ISSUE(S)/CONCEPT(S):

Challenges have occurred in the development permit process due to inconsistent terminology, rigid standards, and outdated limitations are being addressed through amendments that clarify

definitions, remove unnecessary restrictions, and provide greater flexibility via discretionary authority and updated standards.

DESIRED OUTCOMES:

Council will support Land Use Bylaw Amendment No. 25-16 (Textual Amendments)

COMMUNICATIONS:

Staff advertised the public hearing by including written notices in the Strathmore Times (June 18, 25 and July 2), as well as publishing the notices on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

Council may support the recommendation or defer the public hearing.

ATTACHMENTS:

[Attachment I: Bylaw No. 25-16 LUB Amendment Updated](#)

[Attachment II: Strathmore-Land-Use-Bylaw-No.-14-11-Textual Amendment.](#)

[Attachment III: Bylaw 25-16 Textual Amendment Presentation](#)

Chuck Procter, Manager of Development Services

Approved
- 18 Jun
2025

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

Approved
- 19 Jun
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 25 Jun
2025

Veronica Anderson, Legislative Services Officer

Approved
- 25 Jun
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 25 Jun
2025

**BYLAW NO. 25-16
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA****BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA
TO AMEND BYLAW NO. 25-16 BEING THE LAND USE BYLAW NO. 14-11.**

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

1.0. Land Use Bylaw No. 14-11 is amended by:

1.0.1. Amending Section 1.18 Notification, Issuance, and Validity of Development Permits by deleting 4. a. and adding the following to Section 1.18 Notification, Issuance, and Validity of Development Permits:

"4. a. In the case of a decision of refusal an application for a development permit, seven (7) days from the date that the Notice of Decision is sent to the applicant, and";

1.0.2. Amending Section 1.18 Notification, Issuance, and Validity of Development Permits by deleting 4. b. and adding the following to Section 1.18 Notification, Issuance, and Validity of Development Permits:

"4. b. In the case of notice as detailed in Subsection (2), seven (7) days from the date the notice is sent to adjacent landowners";

1.0.3. Amending the document by replacing all instances of the term 'Lot Area' with the term 'Site Area';

1.0.4. Amending Section 3.2 Projections into Yards by deleting 1. and adding the following to Section 3.2 Projections into Yards:

"1. The following features are permitted to project into a required yard as provided for in the table below or as determined at the discretion of the Approving Authority:."; and

1.0.5. Amending Section 4.6 R3 – High Density Residential District by deleting 3. a) i. and adding the following to Section 4.6 R3 – High Density Residential District: "3. a) i. The minimum site area shall be 930m²."

READ A FIRST TIME this ____ day of _____, 2025

PUBLIC HEARING HELD this ____ day of _____, 2025

READ A SECOND TIME this ____ day of _____, 2025

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

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE
& FINANCIAL SERVICES

- f. Land Use District Requirements
 - g. Timeframe of Validity of Permit
 - h. Security
 - i. Pedestrian Movement
 - j. Landscaping Plan
 - k. Garbage Storage, and
 - l. Signage
- 3. The Approving Authority may require an applicant, as a condition of issuing a Development Permit, to enter into agreements to service the property as provided by the Act.
 - 4. The Approving Authority may place conditions that may be:
 - a. Approval Conditions, or
 - b. Issuance Conditions

SECTION 1.18 NOTIFICATION, ISSUANCE AND VALIDITY OF DEVELOPMENT PERMITS

Notification Methods

- 1. When an application for a Development Permit is approved for any use, the Notice of Decision or Permit, as the case may be, shall be delivered to the applicant in a manner acceptable to the Approving Authority.
- 2. If the application is for a permitted use that requires a variance pursuant to Section 1.9.7 or 1.9.8 of the Bylaw, or is for a discretionary use, the Development Officer shall also issue a notice stating the legal description of the property, civic address, and the nature of the use or development, to be sent by ordinary mail to adjacent landowners and may, at the discretion of the Development Officer;
 - a. Be published in a local newspaper circulating within the municipality;
 - b. Be posted conspicuously on the property; or
 - c. Be published on the Town of Strathmore's website.
- 3. When an application for a development permit is refused, the Notice of Decision shall be sent to the applicant by ordinary mail.
- 4. For the purposes of this Bylaw, notice given by the Development Officer on an application for a Development Permit is deemed to have been given and to have been received when sent by the reply method selected by the applicant or by ordinary mail.
 - a. In the case of a decision of refusal an application for a development permit, five (5) days from the date that the Notice of Decision is sent to the applicant, and

- b. In the case of notice as detailed in Subsection (2), five (5) days from the date the notice is sent to adjacent landowners.

5. When an application for a development permit has been approved by the Approving Authority, the development permit shall not be considered valid unless and until all conditions noted as "Prior to Release Conditions" with the approval of the Permit have been met to the satisfaction of the Development Officer.
6. If the development authorized by a Development Permit is not commenced within twelve (12) months from the date of its issue, and completed within twenty-four (24) months of the commencement of construction, the permit is deemed to be cancelled, unless an extension to this period shall first have been granted by the Development Officer.
7. Upon written request by an applicant, the Development Officer, at their sole discretion may extend a Notice of Decision or Development Permit for an appropriate period beyond its expiry to allow additional time for the applicant to meet the conditions for issuance of the Development Permit, or to complete the project to which the Permit applies.
8. A Development Permit, when issued by an Approving Authority, remains valid provided the use is not abandoned for a period of up to 6 months or comes to the end date noted in the conditions of the issuance.
9. A Development Permit issued pursuant to this Bylaw is not a Building Permit, and construction shall not commence until a Building Permit has been approved.
10. Subject to Section 13., when an application for a development permit is refused, another application for a development permit for the same or similar use of the site shall not be made by the same or any other applicant until six months after the date of the refusal of the application.
11. When an application for a development permit is refused, another application for a development on the same site may be made within six months of the date of the refusal of the application if the application was refused because the application did not comply with this Bylaw and the development that is the subject of the subsequent application complies with this Bylaw.

Bylaw #15-14

12. Subject to the provisions of the *Municipal Government Act*, any person
 - a. affected by a decision issued by a Development Officer, or
 - b. applying for a Development Permit

Bylaw #22-01

may appeal the decision of the Development Officer to the Subdivision and Development Appeal Board by filing a written notice of appeal with the Subdivision and Development Appeal Board within 21 days after the date of decision concerning the Development Permit was made.

13. If the Subdivision and Development Appeal Board is served with a notice of an application for leave to appeal their decision under the *Municipal Government Act*, such notice shall operate

- (i) **Free Standing Sign** means any sign supported independently of a building and permanently fixed to the ground including materials used to conceal or improve the visual appearance of the structure.
 - (j) **Height (sign)** means the vertical distance measured from the highest point of the sign or sign structure to grade.
 - (k) **Identification Sign** means a sign which contains only the name and address of a building, institution or person and the activity carried on in the building or institution.
 - (l) **Official Sign** means a permanent sign required by, or erected pursuant to the provisions of federal, provincial, or municipal legislation, including signs installed by Alberta Transportation, tourism identification signs and signs installed by the Town of Strathmore to direct people.
 - (m) **Projecting Sign** means any sign, except a canopy or awning sign, which is supported by an exterior building wall and projects outward from the building wall by more than 300mm.
 - (n) **Real Estate Sign** means a temporary sign identifying real estate that is for sale, for lease, for rent, or has been sold.
 - (o) **Roof Sign** means any sign erected upon, against, or above a roof, or on top of or above the parapet of a building.
 - (p) **Rotating Sign** means a sign or part of a sign which moves in a revolving manner.
 - (q) **Temporary Sign** means a sign which is not permanently anchored to, affixed to, or painted on a building. Temporary Signs shall relate to an activity, use or event of a limited time duration. Temporary signs include such signs as political campaign signs, real estate signs, construction identification signs, community events and festivals, fundraising campaigns, sign identifying seasonal businesses, signs advertising specific community events, and signs providing temporary identification for developments awaiting installation of permanent sign but do not include portable signs, or “A” or Sandwich Board or Balloon, Banner, or Pennant Signs.
 - (r) **Window Sign** means any sign painted on, or affixed to, the inside or outside of a window, or installed inside a window and intended to be viewed from outside the premises. Window sign does not include merchandise on display.
161. **Sign Area** means the entire area of the sign on which copy is intended to be placed.
162. **Site** means an area of land consisting of one or more lots.
163. **Site Area** means the total land area of a site.
164. **Site Width** means the average horizontal distance between the side property boundaries of a site.
165. **Site, Corner** means a site located at the inter-section of two public streets.
166. **Site Coverage** means the total horizontal area of all buildings or structures on a site which are located at or higher than 0.3m above grade, including accessory buildings or structures. This definition shall not include:
- (a) steps, walkways, eaves, cornices, and similar projections; or

SECTION 3 GENERAL PROVISIONS – ALL ZONES

SECTION 3.1 REGULATIONS FOR SPECIAL YARD SETBACKS

1. Double Fronting sites shall be considered to have two front yards; any proposed development shall meet the minimum front yard setback for both front yards, for the respective district.
2. The minimum distances required for yards do not apply to development that is wholly beneath the surface of the ground.
3. Notwithstanding any other setback provision in this Bylaw,
 - (a) Development adjacent to a canal of the Western Irrigation District shall have a setback as determined by the Approving Authority upon consultation with the Western Irrigation District.
 - (b) Development adjacent to any high vapor pressure (HVP) pipeline or any hydrocarbon pipeline shall maintain a setback as required by the Province.
 - (c) Notwithstanding clause (b), in the case of public institutions where people are dependent upon others for evacuation (hospitals, schools, senior citizens homes, mental institutions, etc.) the minimum setback shall be 200m from the centerline of the above noted pipelines.
 - (d) Development abutting the north side of Brent Boulevard that are also west of the eastern boundary of Plan 931 0071 shall have a minimum front yard setback of 36 metres.
4. Development abutting the north side of Brent Boulevard that are also west of the eastern boundary of Plan 931 00071 shall have a minimum front yard setback of 36 metres.
5. All Corner lots shall maintain clear visibility on corners for vehicular safety. The only development and or landscaping allowed within the corner visibility triangle are grass and flower beds. Any planting that at maturity will be expected to be taller than 0.8 metres or structures including fencing, statues or landscaping of any kind, is prohibited. See the definition of **Corner Visibility Triangle** for illustration and detailed information.

SECTION 3.2 PROJECTIONS INTO YARDS

1. The following features are permitted to project into a required yard as provided for in the table below:

Structure	Yard in Which Projection is Permitted	Maximum Projection into Required Setback Permitted
Sills, cornices, landings, eaves, gutters, chimneys or pilasters	Any yard	0.6 metres
Steps, raised walkways, one (1) metre or less in height	Front, Rear, and one (1) Side Yard	1.5 metres

Bylaw #22-01

Bay or similar windows	Front Yard, Rear Yard, and Street Side Yard of a corner site	1 metres
Balconies	Front & Rear Yards	2 metres
Decks, open, or roofed porch or patio not exceeding one storey in height	Rear Yards	2 metres including eaves and cornices
Cantilevered encroachments, one per side, (excluding balconies, bay or similar windows) not exceeding 2.75m in horizontal width.	Side Yard, Front Yard, Rear Yard	0.6 metres

2. The minimum distance required for setback from property does not apply to
 - (a) exterior finishing materials applied to principal buildings, provided the materials do not encroach more than 10 cm into any yard;
 - (b) features that are less than 0.2 m above finished grade, or are underground, including window wells required under the Alberta Building Code;
 - (c) swimming pools, fishponds, ornaments, flagpoles or the like;
 - (d) any loading space required under the provisions of this By-law that is not in a front yard;
 - (e) any parking area or driveway or walkway required under this by-law, provided that no parking area in any Multi-Family Residential Site or Central Business District shall be located within the required Front Yard, or
 - (f) wheelchair ramps.
3. All projections for non-residential development shall require authorization at the sole discretion of the Development Authority.
4. Projections onto Town property, a Town Right of Way or a Road Right of Way are prohibited, unless an encroachment agreement has been signed with the Town and registered on the land title for the property, or unless the projection is a sign in the Downtown (which will be regulated by the Downtown Overlay District).

Bylaw #22-01

SECTION 3.3 UTILITIES SERVICING

1. All residential, commercial, industrial, institutional and recreational buildings that are not Accessory Buildings shall be serviced by the municipality's sanitary sewer and water supply systems.
2. Each unit of a Housing, Semi-Detached shall be serviced individually to the municipality's sewer and water lines.
3. Notwithstanding subsections (1) and (2), alternate arrangements for private utility services may be considered at Council's discretion, who in considering this matter shall give due regard to the advice of any Federal or Provincial agency, any private firm qualified to advise on such matters, the Town Engineer, and the current Water and Waste Water Utility Bylaw(s).

Bylaw #22-01

4.6 R3 HIGH DENSITY RESIDENTIAL DISTRICT

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

2. USES:

a) Permitted Uses

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

Bylaw #15-22

Bylaw #17-12

b) Discretionary Uses

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

Bylaw #15-40

Bylaw #17-12

3. GENERAL SITE REQUIREMENTS:

a) Minimum Site Area

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

b) Minimum Lot Area

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

c) Minimum Site Width

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

Bylaw #22-01

d) Minimum Site Depth

- i. 30.5 metres for all lots

e) Habitable Floor Area

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

f) Maximum Number of Dwelling Units

Bylaw #15-28

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

g) Minimum Yard Setbacks – Principal Building

Bylaw #16-10

- i. Front Yard – 6.0 m and, at the discretion of the Approving Authority, 4.0 m if the lot is served by a rear lane
- ii. Rear Yard – 7.0 m
- iii. Side Yard – The setback from a side property line is as follows:

Bylaw #15-01

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

Bylaw #16-10

h) Building Height

Bylaw #22-01

- i. 10.0 m for Duplex
- ii. 12.0 m for Attached Housing
- iii. 5.0 m for Accessory Buildings* see OTHER SITE REQUIREMENTS below
- iv. 14.0 m or four (4) storeys for Apartment Housing

Bylaw #22-01

i) Site Coverage

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

4. OTHER SITE REQUIREMENTS:

Parking

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

Landscaping

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

Uses and appearance

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

Bylaw #22-01

Accessory Building

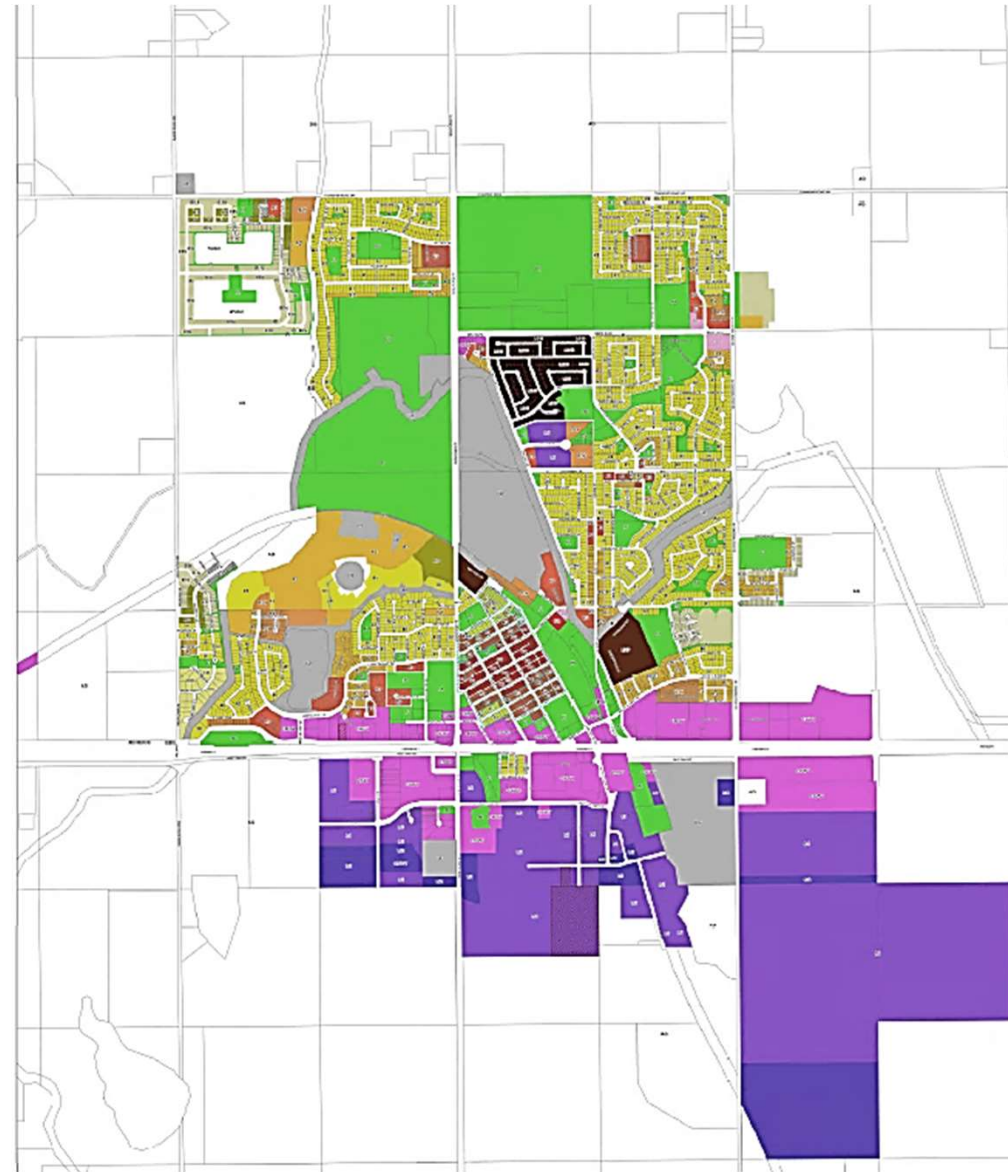
- e) Maximum Accessory Building height shall be influenced by existing development on adjacent parcels.



Bylaw 25-16

Land Use ByLaw Textual Amendment

Public Hearing



- The amendment proposes to update the time when notice of a development permit application refusal is deemed to be received by the applicant from 5 (five) days to **7 (seven) days** to be in line with provincial legislation (MGA).

Town of Strathmore Land Use Bylaw No. 14-11
Adopted September 17, 2014

4. For the purposes of this Bylaw, notice given by the Development Officer on an application for a Development Permit is deemed to have been given and to have been received when sent by the reply method selected by the applicant or by ordinary mail.
 - a. In the case of a decision of refusal an application for a development permit, five (5) days from the date that the Notice of Decision is sent to the applicant, and

Page 12

- The amendment proposes to update the time when notice of a development permit application has been deemed to be received by adjacent landowners from 5 (five) days to **7 (seven) days** to be in line with provincial legislation (MGA).

Town of Strathmore Land Use Bylaw Bylaw No. 14-11
Adopted September 17, 2014

- b. In the case of notice as detailed in Subsection (2), five (5) days from the date the notice is sent to adjacent landowners.

Page 13

- As a result of staff review, the amendment proposes to **replace** the term "lot area" with the term "**site area**". Site area has a definition in the LUB, and lot area does not have a definition.

Town of Strathmore Land Use Bylaw No. 14-11
Adopted September 17, 2014

163. **Site Area** means the total land area of a site.

Page 37

SECTION 3.2 PROJECTIONS INTO YARDS

1. The following features are permitted to project into a required yard as provided for in the table below: or as determined at the discretion of the Approving Authority

Structure	Yard in Which Projection is Permitted	Maximum Projection into Required Setback Permitted
Sills, cornices, landings, eaves, gutters, chimneys or pilasters	Any yard	0.6 metres
Steps, raised walkways, one (1) metre or less in height	Front, Rear, and one (1) Side Yard	1.5 metres
Bay or similar windows	Front Yard, Rear Yard, and Street Side Yard of a corner site	1 metres
Balconies	Front & Rear Yards	2 metres
Decks, open, or roofed porch or patio not exceeding one storey in height	Rear Yards	2 metres including eaves and cornices
Cantilevered encroachments, one per side, (excluding balconies, bay or similar windows) not exceeding 2.75m in horizontal width.	Side Yard, Front Yard, Rear Yard	0.6 metres

Pages 40-41

Town of Strathmore Land Use Bylaw Bylaw No. 14-11
Adopted September 17, 2014

The amendment proposes to **add** next sentence:

“or as determined at the discretion of the Approving Authority”

4.6 R3 HIGH DENSITY RESIDENTIAL DISTRICT

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

2. **USES:**

a) **Permitted Uses**

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

b) **Discretionary Uses**

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

3. **GENERAL SITE REQUIREMENTS:**

a) **Minimum Site Area**

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

b) **Minimum Lot Area**

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

c) **Minimum Site Width**

The amendment proposes to **delete** next sentence:

“and the maximum site area shall be 4000m²”

Bylaw 25-16

Recommendation:

THAT Council proceed with a Public Hearing for Bylaw No. 25-16 on July 02, 2025, in accordance with Section 692(1) of the *Municipal Government Act, RSA 2000, cM-26*;

AND THAT Council take into consideration all information received at the Public Hearing on July 02, 2025 regarding Bylaw No. 25-16 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

Thank you!



Request for Decision

To: Town Council

Staff Contact: Kate Bakun, Planner

Date Prepared: June 11, 2025

Meeting Date: July 2, 2025

SUBJECT: Land Use Bylaw Amending Bylaw No. 25-16 (Textual Amendments) Proposed Second and Third Reading

RECOMMENDATION: THAT Council give Second Reading to Bylaw No. 25-16, being a Bylaw to amend the Land Use Bylaw No. 14-11.

THAT Council give Third Reading to Bylaw No. 25-16, being a Bylaw to amend the Land Use Bylaw No. 14-11.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

N/A

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

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

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

N/A

ATTACHMENTS:

[Attachment I: Bylaw No. 25-16 LUB Amendment Updated](#)

[Attachment II: Strathmore-Land-Use-Bylaw-No.-14-11-Textual Amendment.](#)

Chuck Procter, Manager of Development Services

Approved
- 18 Jun
2025

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

Approved
- 19 Jun
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 25 Jun
2025

Veronica Anderson, Legislative Services Officer

Approved
- 25 Jun
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 25 Jun
2025

**BYLAW NO. 25-16
TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA****BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA
TO AMEND BYLAW NO. 25-16 BEING THE LAND USE BYLAW NO. 14-11.**

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

1.0. Land Use Bylaw No. 14-11 is amended by:

1.0.1. Amending Section 1.18 Notification, Issuance, and Validity of Development Permits by deleting 4. a. and adding the following to Section 1.18 Notification, Issuance, and Validity of Development Permits:

"4. a. In the case of a decision of refusal an application for a development permit, seven (7) days from the date that the Notice of Decision is sent to the applicant, and";

1.0.2. Amending Section 1.18 Notification, Issuance, and Validity of Development Permits by deleting 4. b. and adding the following to Section 1.18 Notification, Issuance, and Validity of Development Permits:

"4. b. In the case of notice as detailed in Subsection (2), seven (7) days from the date the notice is sent to adjacent landowners";

1.0.3. Amending the document by replacing all instances of the term 'Lot Area' with the term 'Site Area';

1.0.4. Amending Section 3.2 Projections into Yards by deleting 1. and adding the following to Section 3.2 Projections into Yards:

"1. The following features are permitted to project into a required yard as provided for in the table below or as determined at the discretion of the Approving Authority:."; and

1.0.5. Amending Section 4.6 R3 – High Density Residential District by deleting 3. a) i. and adding the following to Section 4.6 R3 – High Density Residential District: "3. a) i. The minimum site area shall be 930m²."

READ A FIRST TIME this ____ day of _____, 2025

PUBLIC HEARING HELD this ____ day of _____, 2025

READ A SECOND TIME this ____ day of _____, 2025

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

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE
& FINANCIAL SERVICES

- f. Land Use District Requirements
 - g. Timeframe of Validity of Permit
 - h. Security
 - i. Pedestrian Movement
 - j. Landscaping Plan
 - k. Garbage Storage, and
 - l. Signage
3. The Approving Authority may require an applicant, as a condition of issuing a Development Permit, to enter into agreements to service the property as provided by the Act.
 4. The Approving Authority may place conditions that may be:
 - a. Approval Conditions, or
 - b. Issuance Conditions

SECTION 1.18	NOTIFICATION, ISSUANCE AND VALIDITY OF DEVELOPMENT PERMITS
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Notification Methods

1. When an application for a Development Permit is approved for any use, the Notice of Decision or Permit, as the case may be, shall be delivered to the applicant in a manner acceptable to the Approving Authority.
2. If the application is for a permitted use that requires a variance pursuant to Section 1.9.7 or 1.9.8 of the Bylaw, or is for a discretionary use, the Development Officer shall also issue a notice stating the legal description of the property, civic address, and the nature of the use or development, to be send by ordinary mail to adjacent landowners and may, at the discretion of the Development Officer;
 - a. Be published in a local newspaper circulating within the municipality;
 - b. Be posted conspicuously on the property; or
 - c. Be published on the Town of Strathmore's website.
3. When an application for a development permit is refused, the Notice of Decision shall be sent to the applicant by ordinary mail.
4. For the purposes of this Bylaw, notice given by the Development Officer on an application for a Development Permit is deemed to have been given and to have been received when sent by the reply method selected by the applicant or by ordinary mail.
 - a. In the case of a decision of refusal an application for a development permit, five (5) days from the date that the Notice of Decision is sent to the applicant, and

- b. In the case of notice as detailed in Subsection (2), five (5) days from the date the notice is sent to adjacent landowners.

5. When an application for a development permit has been approved by the Approving Authority, the development permit shall not be considered valid unless and until all conditions noted as "Prior to Release Conditions" with the approval of the Permit have been met to the satisfaction of the Development Officer.
6. If the development authorized by a Development Permit is not commenced within twelve (12) months from the date of its issue, and completed within twenty-four (24) months of the commencement of construction, the permit is deemed to be cancelled, unless an extension to this period shall first have been granted by the Development Officer.
7. Upon written request by an applicant, the Development Officer, at their sole discretion may extend a Notice of Decision or Development Permit for an appropriate period beyond its expiry to allow additional time for the applicant to meet the conditions for issuance of the Development Permit, or to complete the project to which the Permit applies.
8. A Development Permit, when issued by an Approving Authority, remains valid provided the use is not abandoned for a period of up to 6 months or comes to the end date noted in the conditions of the issuance.
9. A Development Permit issued pursuant to this Bylaw is not a Building Permit, and construction shall not commence until a Building Permit has been approved.
10. Subject to Section 13., when an application for a development permit is refused, another application for a development permit for the same or similar use of the site shall not be made by the same or any other applicant until six months after the date of the refusal of the application.
11. When an application for a development permit is refused, another application for a development on the same site may be made within six months of the date of the refusal of the application if the application was refused because the application did not comply with this Bylaw and the development that is the subject of the subsequent application complies with this Bylaw.

Bylaw #15-14

12. Subject to the provisions of the *Municipal Government Act*, any person
 - a. affected by a decision issued by a Development Officer, or
 - b. applying for a Development Permit

Bylaw #22-01

may appeal the decision of the Development Officer to the Subdivision and Development Appeal Board by filing a written notice of appeal with the Subdivision and Development Appeal Board within 21 days after the date of decision concerning the Development Permit was made.

13. If the Subdivision and Development Appeal Board is served with a notice of an application for leave to appeal their decision under the *Municipal Government Act*, such notice shall operate

- (i) **Free Standing Sign** means any sign supported independently of a building and permanently fixed to the ground including materials used to conceal or improve the visual appearance of the structure.
 - (j) **Height (sign)** means the vertical distance measured from the highest point of the sign or sign structure to grade.
 - (k) **Identification Sign** means a sign which contains only the name and address of a building, institution or person and the activity carried on in the building or institution.
 - (l) **Official Sign** means a permanent sign required by, or erected pursuant to the provisions of federal, provincial, or municipal legislation, including signs installed by Alberta Transportation, tourism identification signs and signs installed by the Town of Strathmore to direct people.
 - (m) **Projecting Sign** means any sign, except a canopy or awning sign, which is supported by an exterior building wall and projects outward from the building wall by more than 300mm.
 - (n) **Real Estate Sign** means a temporary sign identifying real estate that is for sale, for lease, for rent, or has been sold.
 - (o) **Roof Sign** means any sign erected upon, against, or above a roof, or on top of or above the parapet of a building.
 - (p) **Rotating Sign** means a sign or part of a sign which moves in a revolving manner.
 - (q) **Temporary Sign** means a sign which is not permanently anchored to, affixed to, or painted on a building. Temporary Signs shall relate to an activity, use or event of a limited time duration. Temporary signs include such signs as political campaign signs, real estate signs, construction identification signs, community events and festivals, fundraising campaigns, sign identifying seasonal businesses, signs advertising specific community events, and signs providing temporary identification for developments awaiting installation of permanent sign but do not include portable signs, or “A” or Sandwich Board or Balloon, Banner, or Pennant Signs.
 - (r) **Window Sign** means any sign painted on, or affixed to, the inside or outside of a window, or installed inside a window and intended to be viewed from outside the premises. Window sign does not include merchandise on display.
161. **Sign Area** means the entire area of the sign on which copy is intended to be placed.
162. **Site** means an area of land consisting of one or more lots.
163. **Site Area** means the total land area of a site.
164. **Site Width** means the average horizontal distance between the side property boundaries of a site.
165. **Site, Corner** means a site located at the inter-section of two public streets.
166. **Site Coverage** means the total horizontal area of all buildings or structures on a site which are located at or higher than 0.3m above grade, including accessory buildings or structures. This definition shall not include:
- (a) steps, walkways, eaves, cornices, and similar projections; or

SECTION 3 GENERAL PROVISIONS – ALL ZONES

SECTION 3.1 REGULATIONS FOR SPECIAL YARD SETBACKS

1. Double Fronting sites shall be considered to have two front yards; any proposed development shall meet the minimum front yard setback for both front yards, for the respective district.
2. The minimum distances required for yards do not apply to development that is wholly beneath the surface of the ground.
3. Notwithstanding any other setback provision in this Bylaw,
 - (a) Development adjacent to a canal of the Western Irrigation District shall have a setback as determined by the Approving Authority upon consultation with the Western Irrigation District.
 - (b) Development adjacent to any high vapor pressure (HVP) pipeline or any hydrocarbon pipeline shall maintain a setback as required by the Province.
 - (c) Notwithstanding clause (b), in the case of public institutions where people are dependent upon others for evacuation (hospitals, schools, senior citizens homes, mental institutions, etc.) the minimum setback shall be 200m from the centerline of the above noted pipelines.
 - (d) Development abutting the north side of Brent Boulevard that are also west of the eastern boundary of Plan 931 0071 shall have a minimum front yard setback of 36 metres.
4. Development abutting the north side of Brent Boulevard that are also west of the eastern boundary of Plan 931 00071 shall have a minimum front yard setback of 36 metres.
5. All Corner lots shall maintain clear visibility on corners for vehicular safety. The only development and or landscaping allowed within the corner visibility triangle are grass and flower beds. Any planting that at maturity will be expected to be taller than 0.8 metres or structures including fencing, statues or landscaping of any kind, is prohibited. See the definition of **Corner Visibility Triangle** for illustration and detailed information.

SECTION 3.2 PROJECTIONS INTO YARDS

1. The following features are permitted to project into a required yard as provided for in the table below:

Structure	Yard in Which Projection is Permitted	Maximum Projection into Required Setback Permitted
Sills, cornices, landings, eaves, gutters, chimneys or pilasters	Any yard	0.6 metres
Steps, raised walkways, one (1) metre or less in height	Front, Rear, and one (1) Side Yard	1.5 metres

Bylaw #22-01

Bay or similar windows	Front Yard, Rear Yard, and Street Side Yard of a corner site	1 metres
Balconies	Front & Rear Yards	2 metres
Decks, open, or roofed porch or patio not exceeding one storey in height	Rear Yards	2 metres including eaves and cornices
Cantilevered encroachments, one per side, (excluding balconies, bay or similar windows) not exceeding 2.75m in horizontal width.	Side Yard, Front Yard, Rear Yard	0.6 metres

2. The minimum distance required for setback from property does not apply to
 - (a) exterior finishing materials applied to principal buildings, provided the materials do not encroach more than 10 cm into any yard;
 - (b) features that are less than 0.2 m above finished grade, or are underground, including window wells required under the Alberta Building Code;
 - (c) swimming pools, fishponds, ornaments, flagpoles or the like;
 - (d) any loading space required under the provisions of this By-law that is not in a front yard;
 - (e) any parking area or driveway or walkway required under this by-law, provided that no parking area in any Multi-Family Residential Site or Central Business District shall be located within the required Front Yard, or
 - (f) wheelchair ramps.
3. All projections for non-residential development shall require authorization at the sole discretion of the Development Authority.
4. Projections onto Town property, a Town Right of Way or a Road Right of Way are prohibited, unless an encroachment agreement has been signed with the Town and registered on the land title for the property, or unless the projection is a sign in the Downtown (which will be regulated by the Downtown Overlay District).

Bylaw #22-01

SECTION 3.3 UTILITIES SERVICING

1. All residential, commercial, industrial, institutional and recreational buildings that are not Accessory Buildings shall be serviced by the municipality's sanitary sewer and water supply systems.
2. Each unit of a Housing, Semi-Detached shall be serviced individually to the municipality's sewer and water lines.
3. Notwithstanding subsections (1) and (2), alternate arrangements for private utility services may be considered at Council's discretion, who in considering this matter shall give due regard to the advice of any Federal or Provincial agency, any private firm qualified to advise on such matters, the Town Engineer, and the current Water and Waste Water Utility Bylaw(s).

Bylaw #22-01

4.6 R3 HIGH DENSITY RESIDENTIAL DISTRICT

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

2. USES:

a) Permitted Uses

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

Bylaw #15-22

Bylaw #17-12

b) Discretionary Uses

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

Bylaw #15-40

Bylaw #17-12

3. GENERAL SITE REQUIREMENTS:

a) Minimum Site Area

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

b) Minimum Lot Area

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

c) Minimum Site Width

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

Bylaw #22-01

d) Minimum Site Depth

- i. 30.5 metres for all lots

e) Habitable Floor Area

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

f) Maximum Number of Dwelling Units

Bylaw #15-28

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

g) Minimum Yard Setbacks – Principal Building

Bylaw #16-10

- i. Front Yard – 6.0 m and, at the discretion of the Approving Authority, 4.0 m if the lot is served by a rear lane
- ii. Rear Yard – 7.0 m
- iii. Side Yard – The setback from a side property line is as follows:

Bylaw #15-01

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

Bylaw #16-10

h) Building Height

Bylaw #22-01

- i. 10.0 m for Duplex
- ii. 12.0 m for Attached Housing
- iii. 5.0 m for Accessory Buildings* see OTHER SITE REQUIREMENTS below
- iv. 14.0 m or four (4) storeys for Apartment Housing

Bylaw #22-01

i) Site Coverage

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

4. OTHER SITE REQUIREMENTS:

Parking

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

Landscaping

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

Uses and appearance

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

Bylaw #22-01

Accessory Building

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



Request for Decision

To: Council

Staff Contact: Claudette Thorhaug, Legislative Services Officer

Date Prepared: June 15, 2025

Meeting Date: July 2, 2025

SUBJECT: Regular Council Meeting Minutes - June 18, 2025

RECOMMENDATION: THAT Council adopt the June 18, 2025 Regular Council Meeting Minutes as presented in Attachment I.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the June 18, 2025 Regular Council Meeting are given to Council for adoption.

ORGANIZATIONAL:

N/A

OPERATIONAL:

N/A

FINANCIAL:

N/A

POLICY:

N/A

IMPLEMENTATION:

N/A

BACKGROUND:

N/A

KEY ISSUE(S)/CONCEPT(S):

N/A

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Once signed, the June 18, 2025 Regular Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.

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

ATTACHMENTS:

[Attachment I: REGULAR COUNCIL - 18 Jun 2025 - Meeting Minutes](#)

Veronica Anderson, Legislative Services Officer

Approved
- 20 Jun
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 25 Jun
2025



MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Wednesday, June 18, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT:

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

COUNCIL ABSENT:

Councillor Melissa Langmaid

STAFF PRESENT:

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

1. CALL TO ORDER

Mayor Fule called the June 18, 2025 Regular Council Meeting to order at 6:01 p.m.

2. CONFIRMATION OF AGENDA

Resolution No. 189.06.25

Moved by Councillor Wiley

THAT Council adopt the June 18, 2025 Regular Council Meeting Agenda as presented.

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

AGAINST: None

CARRIED

3. CLOSED MEETING

Resolution No. 190.06.25

Moved by Councillor Wiley

THAT Council move In Camera to discuss items related to sections 29(1)(a), and 29(1)(b)(iii) of the *Access to Information Act* at 6:02 p.m.

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

AGAINST: None.

CARRIED

- 3.1. Legal Update – Advice from officials – ATIA S. 29(1)(a)
- 3.2. Risk Management – Advice from officials – ATIA S. 29(1)(a)
- 3.3. Strathmore Affordable Housing Society – Advice from officials – ATIA S. 24(1)(a)
- 3.4. Lease Extension Agreement – Range Rd 250 – Advice from officials – ATIA S. 29(1)(a)
- 3.5. Permanent and Semi-Permanent Displays Policy – Advice from officials – ATIA S. 29(1)(a)
- 3.6. Council CAO Dialogue – Advice from officials – ATIA S.29 1(b)(iii)

Resolution No. 191.06.25

Moved by Councillor Wiley

THAT Council move out of Camera at 6:56 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 192.06.25

Moved by Councillor Wiley

THAT Council amend the June 18, 2025 Regular Council Meeting to add a second in camera session as section 16;

AND THAT Council defers item 3.6 to become item 16.1.

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

AGAINST: None.

CARRIED

Resolution No. 193.06.25

Moved by Councillor Mitzner

THAT Council direct Administration to prepare a Budget Amendment for Insurance Costs related to closed meeting item 3.2;

AND THAT Council direct Administration to include the Reserve Options in the 2026 Budget process.

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

AGAINST: None.

CARRIED

Resolution No. 194.06.25

Moved by Councillor Wiley

THAT Council direct Administration to execute the Strathmore Affordable Housing Society Administrative Services Agreement, as presented;

AND THAT Council direct Administration to execute the Strathmore Affordable Housing Society Program Management Agreement, as presented.

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

AGAINST: None.

CARRIED

Resolution No. 195.06.25

Moved by Councillor Peterson

THAT Council authorize the Chief Administrative Officer (CAO) to sign the lease extension agreement between the Town of Strathmore and Delta Force Paintball Canada Limited.

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

AGAINST: None.

CARRIED

4. PUBLIC HEARING

4.1. WestCreek Area Structure Plan Amending Bylaw No. 25-17

Mayor Fule opened the Public Hearing for Bylaw No. 25-17, being a Bylaw to amend WestCreek Area Structure Plan No. 08-22 at 7:05 p.m. This public hearing was held pursuant to the Municipal Government Act, RSA 2000, Chapter M-26 and amendments there to.

Chuck Proctor presented for Administration.

Brent Robinson & Katherine Zagorsky spoke in opposition to Bylaw No. 25-17.

One written submission was received.

Resolution No. 196.06.25

Moved by Councillor Wegener

THAT Council recess for 5 minutes.

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

AGAINST: Councillor Wiley

CARRIED

Mayor Fule reconvened the June 18, 2025 Regular Council Meeting at 7:26 p.m.

Chuck Proctor provided closing comments from Administration.

Mayor Fule closed the Public Hearing for Bylaw No. 25-17, being a Bylaw to amend WestCreek Area Structure Plan No. 08-22 at 7:27 p.m.

4.2. Land Use Bylaw Amending Bylaw No. 25-08 (WestCreek Phase 1, Strathmore)

Mayor Fule opened the Public Hearing for Bylaw No. 25-08, being a Bylaw to amend Town of Strathmore Land Use Bylaw No. 14-11 at 7:28 p.m. This public hearing was held pursuant to the Municipal Government Act, RSA 2000, Chapter M-26 and amendments there to.

Glen Ferguson presented the bylaw on behalf of Administration.

Mike Festa (WestCreek), Amanda Polini (Arcadis) and Ben Lee (Arcadis) spoke in favor of Bylaw No. 25-08.

Lee Travis spoke in opposition of Bylaw No. 25-08.

There were no written submissions received.

Mayor Fule closed the Public Hearing for Bylaw No. 25-08, being a Bylaw to amend Town of Strathmore Land Use Bylaw No. 14-11 at 8:14 p.m.

5. BYLAWS

5.1. WestCreek Area Structure Plan Amending Bylaw No. 25-17

Resolution No. 197.06.25

Moved by Councillor Mitzner

THAT Council give Second Reading to Bylaw No. 25-17, being a bylaw to amend WestCreek Area Structure Plan Bylaw No. 08-22.

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

AGAINST: None.

CARRIED

Resolution No. 198.06.25

Moved by Councillor Peterson

THAT Council give Third and Final Reading to Bylaw No. 25-17, being a bylaw to amend WestCreek Area Structure Plan Bylaw No. 08-22.

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

AGAINST: None.

CARRIED

5.2. Land Use Bylaw Amending Bylaw No. 25-08 (WestCreek Phase 1, Strathmore)

Resolution No. 199.06.25

Moved by Councillor Wiley

THAT Council give Second Reading to Bylaw No. 25-08, being a bylaw to amend Town of Strathmore Land Use Bylaw No. 14-11.

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

AGAINST: Councillor Wegener

CARRIED

Resolution No. 200.06.25

Moved by Councillor Peterson

THAT Council give Third and Final Reading to Bylaw No. 25-08, being a bylaw to amend Town of Strathmore Land Use Bylaw No. 14-11.

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

AGAINST: Councillor Wegener

CARRIED

Resolution No. 201.06.25

Moved by Councillor Peterson

THAT Council move In Camera to discuss:

Land Item – Advice from officials – ATIA, Sec. 29(1)(a) at 8:36 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 202.06.25

Moved by Councillor

THAT Council move out of Camera at 8:49 p.m.

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

AGAINST: None.

CARRIED

6. PUBLIC HEARING

6.1. Bylaw No. 25-13, Municipal Development Plan Amendment No. 1 (Municipal-Wide: Promoting Non-Residential Tax Assessment Base Growth)

Mayor Fule opened the Public Hearing for Bylaw No. 25-13, being a Bylaw to amend Town of Strathmore Municipal Development Plan Bylaw No.14-03 at 8:51 p.m. This public hearing was held pursuant to the Municipal Government Act, RSA 2000, Chapter M-26 and amendments there to.

Glen Ferguson presented the bylaw on behalf of Administration.

No individuals deemed affected by the bylaw spoke.

There were no written submissions received.

Mayor Fule closed the Public Hearing for Bylaw No. 25-13, being a bylaw to amend Bylaw No.14-03, being the Town of Strathmore's Municipal Development Plan at 9:03 p.m.

7. BYLAWS

7.1. Bylaw No. 25-13, Municipal Development Plan Amendment No. 1 (Municipal-Wide: Promoting Non-Residential Tax Assessment Base Growth)

Resolution No. 203.06.25

Moved by Councillor Wegener

THAT Council give Second Reading to Bylaw No. 25-13, being a bylaw to amend the Town of Strathmore Municipal Development Plan.

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

AGAINST: None.

CARRIED

Resolution No. 204.06.25

Moved by Councillor Peterson

THAT Council give Third and Final Reading to Bylaw No. 25-13, being a bylaw to amend the Town of Strathmore Municipal Development Plan.

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

AGAINST: None.

CARRIED

8. PUBLIC COMMENTS

None.

9. DELEGATIONS

None.

10. CONSENT AGENDA

Resolution No. 205.06.25

Moved by Councillor Wiley

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

11.1 Regular Council Meeting Minutes – June 4, 2025

12.1 Budget Amendment – Township Road 240

14.2.1 WHMB Signed Minutes – April 17, 2025

15.1 Thank you from Athabasca Re: Highway 831 Fire

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

AGAINST: None.

CARRIED

11. CONFIRMATION OF MINUTES

11.1. Regular Council Meeting Minutes – June 4, 2025

The following motion was adopted by the consent agenda:

THAT Council adopt the June 4, 2025 Regular Council Meeting Minutes as presented in Attachment I.

12. BUSINESS

12.1. Budget Amendment – Township Road 240

The following motion was adopted by the consent agenda:

THAT Council approves a budget amendment in the amount of \$100,000 from the Financial Stabilization Reserve for repair materials and construction monitoring on Township Road 240.

13. BYLAWS

13.1 Water Utility Bylaw Amending Bylaw No. 25-18 (Bulk Water)

Resolution No. 206.06.25

Moved by Councillor Wiley

THAT Council give First Reading to Bylaw 25-18, being the Water Utility Bylaw Amending Bylaw.

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

AGAINST: None.

CARRIED

Resolution No. 207.06.25

Moved by Councillor Montgomery

THAT Council give Second Reading to Bylaw 25-18, being the Water Utility Bylaw Amending Bylaw.

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

AGAINST: None.

CARRIED

Resolution No. 208.06.25

Moved by Councillor Montgomery

THAT Council give Unanimous Consent for Third and Final Reading to Bylaw 25-18, being the Water Utility Bylaw Amending Bylaw.

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

AGAINST: None.

CARRIED

Resolution No. 209.06.25

Moved by Councillor Wegener

THAT Council give Third Reading to Bylaw 25-18, being the Water Utility Bylaw Amending Bylaw.

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

AGAINST: None.

CARRIED

13.2. Council Code of Conduct Bylaw Repealing Bylaw No. 25-19

Resolution No. 210.06.25

Moved by Councillor Mitzner

THAT Council give First Reading to Bylaw No. 25-19, being a Bylaw to repeal Council Code of Conduct Bylaw No. 19-08 and Council Code of Conduct Bylaw Amending Bylaw 20-13.

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

AGAINST: None.

CARRIED

Resolution No. 211.06.25

Moved by Councillor Wiley

THAT Council give Second Reading to Bylaw No. 25-19, being a Bylaw to repeal Council Code of Conduct Bylaw No. 19-08 and Council Code of Conduct Bylaw Amending Bylaw 20-13.

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

AGAINST: None.

CARRIED

Resolution No. 212.06.25

Moved by Councillor Wiley

THAT Council give Unanimous Consent for Third and Final Reading to Bylaw No. 25-19, being a Bylaw to repeal Council Code of Conduct Bylaw No. 19-08 and Council Code of Conduct Bylaw Amending Bylaw 20-13.

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

AGAINST: None.

CARRIED

Resolution No. 213.06.25

Moved by Councillor Wegener

THAT Council give Third Reading to Bylaw No. 25-19, being a Bylaw to repeal Council Code of Conduct Bylaw No. 19-08 and Council Code of Conduct Bylaw Amending Bylaw 20-13.

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

AGAINST: None.

CARRIED

14. COUNCILLOR INFORMATION & INQUIRIES

14.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

Resolution No. 214.06.25

Moved by Councillor Montgomery

THAT Council suspend section 31.4 of Council Procedure Bylaw No. 23-17 to allow Council to authorize the CAO to approve the installation of a disabled street parking application.

AND THAT Council authorize the Town's CAO to permit a disabled parking sign to be installed at 369 Strathford Crescent.

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

AGAINST: None.

CARRIED

14.2. BOARD AND COMMITTEE REPORTS

14.2.1. WHMB Signed Minutes – April 17, 2025

14.3. QUESTION AND ANSWER PERIOD

None.

14.4. ADMINISTRATIVE INQUIRIES

None.

14.5. NOTICES OF MOTION

None.

15. CORRESPONDENCE

15.1. Thank you from Athabasca Re: Highway 831 Fire

16. CLOSED MEETING

Resolution No. 215.06.25

Moved by Councillor Wegener

THAT Council move In Camera at 9:21 p.m.

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

AGAINST: None.

CARRIED

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

Resolution No. 216.06.25

Moved by Councillor Peterson

THAT Council move out of Camera at 9:56 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 217.06.25

Moved by Councillor Peterson

THAT Council extend the June 18, 2025 Regular Council Meeting until 10:45 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 218.06.25

Moved by Councillor Peterson

THAT Council move In Camera at 9:57 p.m.

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

AGAINST: None.

CARRIED

Resolution No. 219.06.25

Moved by Councillor Peterson

THAT Council move out of Camera at 10:27 p.m.

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

AGAINST: None.

CARRIED

17. ADJOURNMENT

Mayor Fule adjourned the June 18, 2025 Regular Council Meeting at 10:27 p.m.

Mayor

Director of Strategic, Administrative,
and Financial Services



Report for Council

To: Council

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

Date Prepared: June 18, 2025

Meeting Date: July 2, 2025

SUBJECT: Corporate Quarterly Report - Q1 2025

RECOMMENDATION: Information for Council

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

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

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

The Corporate Quarterly Report includes a financial update and details the status of the Town's economic and financial actions, highlighting how economic sustainability has been addressed as of Quarter 1 for 2025.

SOCIAL SUSTAINABILITY:

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

ENVIRONMENTAL SUSTAINABILITY:

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

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

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

ORGANIZATIONAL:

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

OPERATIONAL:

N/A

FINANCIAL:

At the end of Quarter 1 for 2025, revenues are forecasted to be \$356 thousand higher than budgeted due to higher than anticipated Development Application and Subdivision Fee Revenue (\$110 thousand) and Streetlight Revenue (\$54 thousand) which administration recommends to be transferred to Reserves. Government Grants are higher than budgeted, due to receipt of an unbudgeted Local Government Fiscal Framework operating grant of \$205 thousand.

Overall, expenses are forecasted \$108 thousand higher than budgeted, due to increased transfer to reserves which related to the development application and subdivision fees note above.

The overall surplus of the organization is forecasted to be \$248 thousand for Q1.

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

COMMUNICATIONS:

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

ALTERNATIVE ACTIONS/MOTIONS:

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

ATTACHMENTS:

[Attachment I - Corporate Quarterly Report - Q1 2025](#)

Mark Pretzlaff, Director of Community and Protective Services

Approved
- 24 Jun
2025

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

Approved
- 25 Jun
2025

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

Approved
- 26 Jun
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 26 Jun
2025

Johnathan Strathdee, Manager of Legislative Services

Approved

- 26 Jun
2025

Q1 - 2025

Corporate Quarterly Report



About This Report

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

There are two parts within this report:

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

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

Table of Contents

Strategic Plan Reporting	3
Q1 Progress Summary	4
Q1 Progress Report Details	5
Strategic Priority #1: Affordable Living	5
Strategic Priority #2: Financial Sustainability.....	7
Strategic Priority #3: Intentional Community Development	10
Strategic Priority #4: Climate Resiliency Including Environmental Stewardship	12
Strategic Priority #5: Economic Development	14
Strategic Priority #6: Community Wellness	15
Q1 Financial 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.

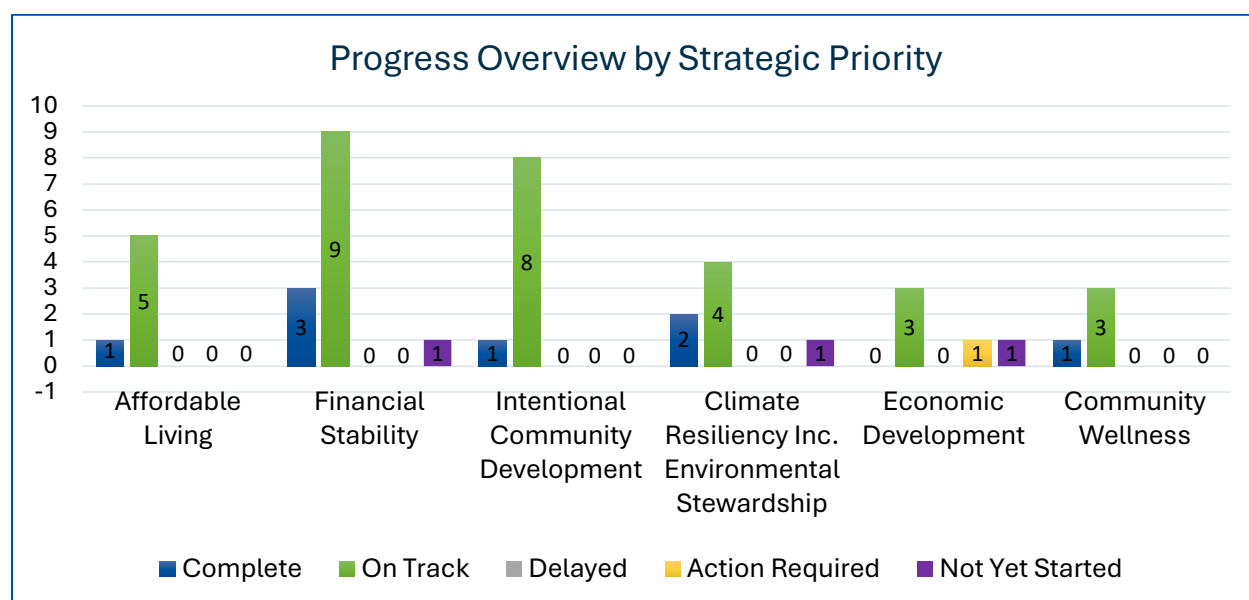
Q1 Progress Summary

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.	32
▲ Delayed	This initiative is experiencing some setbacks, but progress is still being made.	0
⬮ Action Required	Challenges are limiting or blocking progress of this initiative. Action must be taken to get the project back on track.	1
● Not Yet Started	Work has not begun on this initiative.	3
Total Administrative Tasks Identified		45

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

Progress on these administrative actions as of March 31, 2025, can be seen in the following graphic.



Q1 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	Q1 Progress Update
Synergistic Housing Product and Business Growth/ Sustainability Opportunities			
✓	Establishing a target (60:40 tentative) residential to non-residential tax ratio in the MDP growth areas to strive for an overall 70:30 residential to non-residential tax ratio in the community resulting in organic business growth to provide more value to residential taxpayers without transferring tax burden to existing businesses	Mar 2023 – Sept 2025	Bylaw No. 25-13, Municipal Development Plan Amendment No. 1 (Municipal-Wide: Promoting Non-Residential Tax Assessment Base Growth) carried by Council on June 18, 2025
↑	Increasing Housing Product Forms - LUB Amendments	Jun 2023 - Ongoing	The trend continued in Q1 of 2025 with several Land Use Bylaw amendment applications having been received. Applications received have been for a variety of housing products including semi-detached, attached housing, apartments, and more. Review times for land use bylaw amendment applications have been at the expected service level, despite receiving higher volumes. Staff continue to encourage different housing forms in all the pre-application meetings.

Supporting Administrative Actions		Proposed Timeline	Q1 Progress Update
↑	Progressive and best land use practices	Jan 2025 – Sept 2025	Several amendments have come forward to the Land Use Bylaw to ensure best use of land regarding the community's needs. A new Land Use Bylaw is being budgeted for over the next few years.
↑	Annexation Exploration	Jan 2024 – Jun 2025	With a completed IDP, we are continuing to explore opportunities with landowners, developers and Wheatland County.
Increased Availability of Attainable Housing			
↑	Identify affordable housing opportunities	April 2022 – Ongoing	Process is underway. Administration is engaging community partners to ensure that local resources are maximized, and all parties are on the same page. The Town has established an Affordable Housing Society.
↑	Identify candidate projects/ sites/ partners	Dec 2022 – Ongoing	Staff are continuing to identify candidates / projects / sites / partners with many development projects including different types of housing.

Items to Track	Responsibility	Progress Notes
Housing Starts	Planning	2025 Q1 - 15
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, 2024. Affordability ranked as the number 3 issue facing Strathmore.

Strategic Priority #2: Financial Sustainability

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

Supporting Administrative Actions		Proposed Timeline	Q1 Progress Update
Predictable and Prudent Tax Increases			
↑	Develop the long-term fiscal sustainability plan	Jan 2022 - Ongoing	The Town's finance department is working on developing a long-term financial plan. The plan is to have this in front of the next Council in 2026.
✓	Development of a debt policy	Sept 2022 – Jul 2025	The Debt Policy was passed by Council in May 2025.
↑	Incorporate debt modelling into decision making	Apr 2024 - Ongoing	Administration is exploring as part of a longer-term plan regarding the Town's financial software. Administration is also exploring alternative interim measures as well.
↑	Investment Strategy	April 2025 - Dec 2025	Administration has worked to ensure that the Town's investments align with existing policies. An RFP for external investment services will be issued late in Q4 2025 following the municipal election.
↑	Asset management program development and implementation	April 2022 – Dec 2025	The Asset Management policy was brought to Council in January 2023, and Administration continues to gather asset information and update the data hub.
↑	New Investment Opportunities	April 2022 - Ongoing	This is ongoing as opportunities arise. The Phytokana project was announced. Other opportunities are being explored and researched.
↑	Consider alternative offsite levy strategies	Jan 2023 - Ongoing	Continuing to look at options, with possibility to amend the Bylaw with direction from Council.
↑	Consider offsite levy implementation for vertical infrastructure	Jan 2023 – Dec 2026	Continuing to look at options, with possibility to draft a Bylaw with direction from Council.
✓	Develop a categorized capital plan (RMR, growth, strategic)	April 2022 – Oct 2025	As part of the 2025 budget, a dedicated RMR program has been established.

Supporting Administrative Actions		Proposed Timeline	Q1 Progress Update
↑	Explore and inventory operational efficiencies opportunities (systems, technology, and synergies with local and regional partners)	April 2022 - Ongoing	This is ongoing. As the budget process continued to be refined there may be more opportunities to recognize operational efficiencies.
↑	Develop a service and service-levels inventory (80% beta version)	Sept 2022 – Jun 2025	The Services and Service Level Inventory document is currently being reviewed and will be presented to Council in Q2 2025.
✓	Evaluate procurement policies in response to economic uncertainties	Feb 2025 – Apr 2025	Following a review of the current NAFTA and New West Partnership Trade Agreements, the Town has limited ability to mitigate the effects of potential trade disruptions.
●	Develop a sustainable Utility Model	Jan 2025 – Dec 2025	Initial conversations with a third-party consultant have occurred. The project will be revisited during the 2026 budget process, with the intention of pursuing a more comprehensive study within the next 1–3 years.

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, 2024. 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 and our 2024 debt service to revenue ratio is 6.5%.
Tax supported debt ratio	Finance	7.0% Tax supported debt ratio based on 2024 ending figures. Calculated as Annual Debt Charges (Principal + Interest) as a percentage of Operating

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

Strategic Priority #3: Intentional Community Development

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

Supporting Administrative Actions		Proposed Timeline	Q1 Progress Update
Connective Community			
↑	Trail Connectivity Plan	Jan 2023 - Jun 2025	2025 Pathway projects are currently being finalized. Citizen requests, Operational concerns, and underserved areas are all being considered to most efficiently use the available budget.
Synergistic Partnerships			
✓	Development of an Intermunicipal Development Plan (IDP) and ICF with Wheatland County	April 2022 - Jun 2024	The ICF has been approved by Council. The Town of Strathmore and Wheatland County Councils adopted IDP on December 11 and December 3, 2024, respectively.
↑	Models for innovative public-private partnerships and joint ventures for development	Sept 2022 – Ongoing	The town is receptive to innovative initiatives that fit within Council's Strategic Priorities. P3 models, or a form of such joint venture, would be entertained if the model deems beneficial to both parties.
↑	Complete required site planning and joint-use and partnerships agreements (JUPA) with the school boards as required by the MGA, inclusive of value added non-mandatory components such as efficiency synergies	Sept 2022 – Jun 2026	Process has started with stakeholder engagement. Agreement deadline extended by AB government Ministerial Order to 2026.
↑	ECRWL – unplanned / unfunded capital	Dec 2024 – Nov 2025	The project is anticipated to proceed in Q2 or Q3 2025. Costs are being finalized and will be

	project initiated by third party		brought to council for a formal budget amendment when appropriate.
↑	ECRWL- conveyance agreement	Feb 2025 – Dec 2025	A conveyance agreement will be required, the timing of such an agreement is not known at this time.
↑	Fibre Optics support	Ongoing – Dec 2026	The Town will provide approvals, where required, and receive citizen communications throughout the project. The project will commence in Q2 2025.
↑	Evaluate recreation amenities	Feb 2025 – Sept 2025	Administration has received and presented the Recreation and Culture Needs Assessment report to Council.
↑	Cemetery Bylaw amendment	Sept 2022 – August 2025	The Town is having ongoing conversations with the Roman Catholic Diocese of Calgary to ensure mutually beneficial outcomes related to the Strathmore Cemetery.

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, 2024. 79% of residents said that Strathmore provides a good quality of life.
Percentage of major initiatives with partners on the project team	Infrastructure	Infrastructure and Planning and Development continue to work with Economic Development on opportunities as they arise.
Percentage of municipal investment leveraged through delivery partnerships	Economic Development	The Town secured Phytokana to potentially contribute towards FCSS programming.
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, 2024.
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	Q1 Progress Update
Climate Adaptation Preparation			
✓	Applying sustainability lens to decision making.	April 2022 - Jun 2025	This was incorporated into Council's meeting documents.
↑	Hazard Reduction Burning Plan	April 2025 - May 2025	Plans to complete this in April 2025
Local Environment			
↑	Evaluation of Waste diversion enhancement opportunities	Jan 2023 - On going	Finalized the Extended Producer Responsibility (EPR) transition with ARMA as of April 1, 2025. This is anticipated to reduce costs for all users. Continued discussions with ARMA partners about sustainable recycling options.
↑	Identify and Evaluate Achievable and Savable Green Power / Net - Zero Development Opportunities	Jan 2023 - On hold	Exploring energy recovery for the reservoir and engaging stakeholders on other opportunities.
✓	Update Water Utility Bylaw	Sept 2024 - May 2025	Water Utility Amending Bylaw, Bylaw No. 25-18 (Bulk Water) carried on June 18, 2025. The amendment allows the Town to continue to provide the best services available while reducing the risk of interruptions or contaminations.
●	Update Wetland Policy	On hold	An update will occur when appropriate. Studies, surveys, and site reviews all need to occur.
↑	Sustainable water use strategies	Jan 2023 - Dec 2026	Review of stormwater and effluent re-use options are ongoing as well as potential partnerships with the WID, where possible.

Items to track	Responsibility	Progress Notes
Measure ecological footprint	Infrastructure	Internal review has started, categorizing all items and ensuring complete coverage.
Percentage of residential waste diversion	Infrastructure	25% of Solid Waste is diverted from the landfill. (719.66MT of waste collected, 177.65MT 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 Phytokana and continues to work with potential developers and business inquiries from invest Alberta or Canada

Strategic Priority #5: Economic Development

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

Supporting Administrative Actions		Proposed Timeline	Q1 Progress Update
Revitalized, resilient, and intentional and planned growth community			
	Community revitalization strategy	June 2025 - Dec 2026	To start after MDP adopted.
	Explore Third Partner Partnership – Rural Renewal	Cancelled	The Government of Alberta has cancelled the funding for the Rural Renewal program.
Best and Highest Use of Municipal Lands			
	Land acquisition, disposition, and utilization strategy	Dec 2022 - Dec 2026	Base level inventory completed. Land Policy expected Q2 2025. A comprehensive growth study strategy is underway.
	Facilities Needs Assessment	Feb 2025 – Jun 2026	Preliminary collection of data is underway, inclusive of third-party partnerships.
	Implement funded Economic Development Action Plan	Apr 2024 – Dec 2026	The Town has secured a Government of Alberta NRED funding grant of \$91,000 to implement an Investment Marketing Attraction campaign and develop an online business support portal. In late 2024 town officials met with four different business groups to identify current business needs, leading to the formation of the Strathmore Business Association. In partnership with Community Futures Wildrose Association, plans are underway to conduct a local business walk later in 2025.

Items to Track	Responsibility	Progress
Active Business licenses	Planning	1,424
Construction values	Planning	2025 Q1 – \$6,004,000
Permit applications	Planning	2025 Q1 - 51
Non-residential permits	Planning	2025 Q1 - 9

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

Items to Track	Responsibility	Progress
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, 2024. 79% of residents said that Strathmore provides a good quality of life.
Per capita usage of civic amenities	Recreation, Operations & Finance	<i>Amenity use: Q1 '24 compared to Q1 '25</i> Sports Centre <ul style="list-style-type: none"> • Programming: 613 participants – 52.5% increase from Q1 2024 • Indoor Track: 6656 hours – 13.4% increase from Q1 2024

Items to Track	Responsibility	Progress
		<ul style="list-style-type: none"> Drop in: 6234 hours – 126% increase from Q1 2024 Gymnasium Booking (x2): 1070.75 hours – 4.7% decrease from Q1 2024 Indoor Field Booking: 917.25 hours – 2.9% decrease from Q1 2024 Concrete: 184 hours – 12.9% increase from Q1 2024 Community Room and Concession: 82.25 hours – 66.2% increase from Q1 <p>Pool</p> <ul style="list-style-type: none"> Drop In: 10,477 participants – 28.6% participants increase from Q1 2024 Lessons: 998 Lessons – 38.8% increase from Q1 2024 Rentals: 288.17 hours – 8.5% increase from Q1 2024 <p>Arena</p> <ul style="list-style-type: none"> Arena Bookings (x2): 1640 hours – 3.1% increase from Q1 2024 Meeting Room: 247 hours – 35% increase from Q1 2024 Drop In: 1485 participants – 171% increase from Q1 2024 <p>Kinsmen Park other outdoor events</p> <ul style="list-style-type: none"> 2 events
Percentage of citizens volunteering increases	FCSS	During the first five months of 2025, Volunteer Connect experienced notable engagement. From January to May, 2,309 individuals viewed our volunteer opportunities. Within this period, we received 20 volunteer applications, of which 3 were approved. Additionally, four in-person volunteer applications were supported, five KARE driver applications and two Frozen Meals driver applications.
Percentage of residents who recommend	Communications / Marketing (every 2	The Citizen Satisfaction Survey was presented to Council on October 16,

Items to Track	Responsibility	Progress
Strathmore as a good place to live	years – Citizen Satisfaction Survey)	2024. 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, 2024. 79% of residents said that Strathmore provides a good quality of life.
Crime prevention/reduction statistics	Municipal Enforcement	Strathmore's property crime statistics (ie: theft of vehicles, theft from vehicles, break and enters) have remained consistent. However, there was a notable decrease of 3.1% at the end of 2024 when compared to a five-year average.

Q1 Financial Summary

Overall, Revenues are forecasted to be \$356 thousand higher than budgeted due to higher than anticipated Development Application and Subdivision Fee Revenue (\$110 thousand) and Streetlight Revenue (\$54 thousand) recommended to be transferred to Reserves. Government Grants are higher than budgeted, due to receipt of an unbudgeted Local Government Fiscal Framework operating grant of \$205 thousand.

Overall, expenses are forecasted \$108 thousand higher than budgeted, due to increased transfer to reserves (i.e. development application and subdivision fees above).

The overall surplus of the organization is forecasted to be \$248 thousand for Q1.

Capital

- There are 46 municipal capital projects for 2025, with a total budget of \$12.1 million.
- Actual Capital Spend at Q1 is \$563 thousand, with a forecasted annual spend of \$11.8 million.

Municipal Operating Variance Analysis

Operating Budget Summary

2025 QUARTER 1 - OPERATING SUMMARY

Forecasted Net Surplus (Deficit) Summary

January to March 2025

	2025 Budget	2025 Actuals	2025 Forecast	Forecast Over (Under) Budget	Comments
Revenues					
Total Property Taxes	16,676,700	-	16,676,700	-	
User fees and sales of goods	18,994,400	4,431,366	19,121,679	127,279	\$110k additional Development Application and Subdivision Fee Revenue above budgeted transferred to Operating Reserve. Miscellaneous other unbudgeted revenues realized
Penalties and Cost of Taxes	210,500	45,684	210,500	-	
Government Grants - Operating	1,321,000	164,034	1,525,692	204,692	LGFF Operating Grant not budgeted
Investment & Interest Income	460,300	43,530	460,300	-	
Licences and Permits	521,600	278,247	537,050	15,450	Additional \$15k in business license revenue above budgeted transferred to Operating Reserve
Other Revenues	443,500	136,423	512,140	68,640	\$54k Streetlight Revenue transferred to Capital Reserve, miscellaneous other minor revenues not budgeted
Transfer from Reserves - Operating	1,314,400	-	1,254,400	(60,000)	Physician Sponsorship Grant reduced \$150k to \$90k
Transfer from Reserves - Capital	60,000	-	60,000	-	
Internal Transfers Revenue	545,000	65,187	545,000	-	
Total Revenues	40,547,400	5,164,471	40,903,461	356,061	
Expenses					
Salaries, Wages, and Benefits	14,420,400	2,996,405	14,420,400	-	
Contracted and General Services	13,541,000	2,592,367	13,541,000	-	
Materials, Goods, Supplies & Utilities	4,868,900	865,850	4,868,900	-	
Bank and Short Term Interest Charges	90,000	24,757	90,000	-	
Transfers to Individuals and Organisations	659,600	267,856	599,600	(60,000)	Physician Sponsorship Grant reduced \$150k to \$90k
Transfers to Local Boards and Agencies	491,300	94,494	479,500	(11,800)	Marigold Library Contribution under budget
Interest on Long-term Debt	362,500	26,602	362,500	-	
Long-term Debt Principal Payments	2,221,800	513,238	2,221,800	-	
Transfers to Reserves - Operating	812,800	812,800	938,300	125,500	\$110k additional Development Application and Subdivision Fee Revenue, Additional \$15k in business license revenue over budgeted
Transfers to Reserves - Capital	2,534,100	650,141	2,588,100	54,000	\$54k Streetlight Revenue transferred to Capital Reserve
Internal Transfers Expenses	545,000	65,187	545,000	-	
Total Expenses	40,547,400	8,909,707	40,655,100	107,700	
Net Surplus (Deficit) before Amortization	-	(3,745,236)	248,361	248,361	
Amortization of Tangible Capital Assets	6,025,200	-	6,025,200	-	
Net Surplus (Deficit)	(6,025,200)	(3,745,236)	(5,776,839)	248,361	

Capital Budget Summary

Budget vs. Actual Comparison – January 1 – March 31, 2025

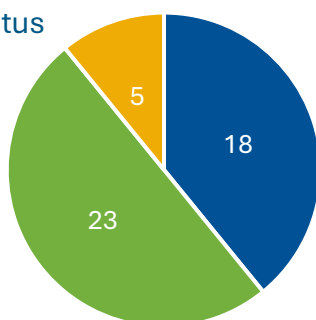
Project Status

Status	Q1	Q2	Q3	Q4
Not Started	18			
In Progress	23			
Completed	5			
Delayed	0			
Cancelled	0			
Total	46			

Project Completion

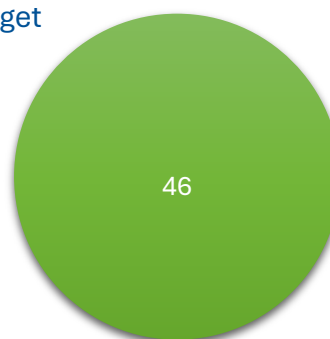
Town administration has had another early start on the 2025 Capital Projects. Based on current forecasts, most projects are likely to be fully complete by year end.

Project Status



■ Not Started ■ In Progress ■ Complete ■ Cancelled

Project Budget



■ Over Budget ■ On / Under Budget

Town of Strathmore

Quarter 1 (January - March) 2025 Capital Report

Business Case Name	Capital Funding	2025 Original Budget	2024 Capital Project Carry Forwards	2025 Amendments	Total Budget	Actuals	Forecast	Comments
AUTO - 4221 - ERP Replacement and Process Optimization	LGFF/CCBF	\$150,000			\$150,000	\$0	\$150,000	Pending for Transformation Committee Kickoff.
AUTO - 4231 - IT - CPS - Fire Department Internet Upgrade	Capital Reserve	\$21,000			\$21,000	\$0	\$21,000	Pending design decision due to new fibre services installation in Town. Review at June/summer.
AUTO - 4225 - IT Server Upgrade	LGFF/CCBF	\$323,000			\$323,000	\$0	\$323,000	RFP in progress. ETA Q3 2025.
AUTO - 5263 - IODS - Public Works Bulk Water Station Payment Terminal Replacement	Water Reserve	\$50,000			\$50,000	\$0	\$50,000	Terminal Installed in Q1. Accounting Integration WIP.
AUTO - 5257 - IT - IT Restoration, Consolidation, and Cost	LGFF/CCBF	\$64,000			\$64,000	\$5,351	\$64,000	RFQ in Q2 2025.
Wayfinding	Capital Reserve		\$30,000		\$30,000	\$0	\$30,000	
Digital Highway Sign (Removal)	Capital Reserve		\$10,000		\$10,000	\$0	\$10,000	
GP Upgrades	Financial Stabilization Reserve		\$6,500		\$6,500	\$0	\$6,500	Sourcing new ERP vendor for transition in Q4 2025. Patching Q4 2025.
Offsite Backups	Financial Stabilization Reserve		\$7,900		\$7,900	\$0	\$7,900	Remaining backup storage lifecycle maintainance upgrade. ETA Q3 2025.
Disaster Recovery - IT Infrastructure\Network	Financial Stabilization Reserve		\$15,000		\$15,000	\$0	\$15,000	Continue to procure storages and update DR plan.
Evergreen client compute equipment	Financial Stabilization Reserve		\$27,400		\$27,400	\$5,108	\$27,400	RFQ in Q2 2025
Cybersecurity Improvements, Risk Remediation, Network Security	Financial Stabilization Reserve		\$8,000		\$8,000	\$0	\$8,000	IT dept functional assessment complete. Technical assessment underway.
IT Backup Systems Project	Financial Stabilization Reserve		\$130,000		\$130,000	\$0	\$130,000	Pending for IT Server completion. Backup-as-a-services (BaaS) RFP.
IT - Municipal Surveillance Assessment & Initial Cameras	Financial Stabilization Reserve		\$10,100		\$10,100	\$0	\$10,100	Proposed camera restoration roadmap with emerging new technology for consideration.
AUTO - 3052 - Engine 2 Replacement Fire Truck	LGFF/CCBF	\$480,000			\$480,000	\$158,837	\$158,837	2025 phase complete. Carry forward next payment due 2026.
AUTO - 3215 - SCBA Replacement	LGFF/CCBF	\$76,000			\$76,000	\$76,371	\$76,371	
Municipal Enforcement patrol vehicle	Fire Reserve		\$18,000		\$18,000	\$14,120	\$14,120	Completion Q2 or Q3
AUTO - 5279 - Fleet - Portable Column Lifts	Capital Reserve	\$78,000			\$78,000	\$74,719	\$78,000	
Capital Building Improvements - Mechanic Shop	Capital Reserve		\$19,100		\$19,100	\$3,498	\$19,100	
LED upgrades	LGFF/CCBF		\$15,700		\$15,700	\$21,171	\$15,700	
Fleet - GPS units	LGFF/CCBF		\$25,000		\$25,000	\$0	\$25,000	
AUTO - 3098 - Roads- PW 22 Sterling 7500 Plow Truck Replacement- 2025	LGFF/CCBF	\$470,000			\$470,000	\$0	\$470,000	
AUTO - 3212 - Road Asset Management Plan (RAMP)	LGFF/CCBF	\$380,000			\$380,000	\$0	\$380,000	
AUTO - 5303 - Sidewalk Improvements	LGFF/CCBF	\$200,000			\$200,000	\$0	\$200,000	
AUTO - 3213 - Capital Projects Engineering	Capital Reserve	\$75,000			\$75,000	\$12,579	\$75,000	
Wildflower Road	Roads OSL		\$66,100		\$66,100	\$685	\$66,100	
Roads- EPW 36 RPM Tech 220 Loader Mounted Snow Blower	LGFF/CCBF	\$265,000			\$265,000	\$0	\$265,000	
AUTO - 3211 - Water Reservoir Upgrades	Multiple	\$5,300,000	\$2,037,100		\$7,337,100	\$96,872	\$7,337,100	Updated forecast to be completed in Q2 once all contracts are awarded
Environmental Monitoring - Ag Society Grounds	Financial Stabilization Reserve		\$9,200		\$9,200	\$800	\$9,200	
AUTO - 3209 - 42.1 - Distribution & Collection Out-of-scope Maintenance	Waste Water Reserve	\$75,000			\$75,000	\$4,675	\$75,000	
AUTO - 3150 - 42.1 - WWTP UV System	Waste Water Reserve	\$385,000			\$385,000	\$0	\$385,000	
AUTO - 3210 - 42.1 - WWTP PLC/SCADA Upgrades	Multiple	\$125,000	\$280,000		\$405,000	\$53,931	\$405,000	
AUTO - 3202 - 42.1 - WWTP General Plant Upgrades	Waste Water Reserve	\$60,000	\$7,800		\$67,800	\$0	\$67,800	
Lift Station Upgrades	Waste Water Reserve		\$17,000		\$17,000	\$0	\$17,000	
Aquatic Center - Pool Pumps	LGFF/CCBF		\$19,100		\$19,100	\$17,867	\$17,867	
AUTO - 5290 - Splash Park Recirculation system	LGFF/CCBF	\$300,000			\$300,000	\$0	\$300,000	

Town of Strathmore
Quarter 1 (January - March) 2025 Capital Report

Business Case Name	Capital Funding	2025 Original Budget	2024 Capital Project Carry Forwards	2025 Amendments	Total Budget	Actuals	Forecast	Comments
AUTO - 5271 - Aquatic Center Carbon Monoxide Detector System	LGFF/CCBF	\$9,000			\$9,000	\$8,258	\$8,258	This is now completed and paid in full.
AUTO - 3132 - 72 - Parks - PK86 Kenworth Single Axel Water truck Replacement - 2025	LGFF/CCBF	\$170,000			\$170,000	\$0	\$170,000	
AUTO - 5256 - Curling Rink - Backflow Prevention Install	Capital Reserve	\$14,000			\$14,000	\$0	\$14,000	Quotes in place and will be done this year
AUTO - 5295 - Kinsmen Tree Replacement	Capital Reserve	\$50,000			\$50,000	\$0	\$50,000	
AUTO - 3199 - Aquatic Centre - Expansion Tank & Bladder Replacement	LGFF/CCBF	\$30,000			\$30,000	\$0	\$30,000	Will be completed during annual shutdown in September
AUTO - 5238 - Family Centre Ice Resurfacer Batteries	Capital Reserve	\$40,000			\$40,000	\$0	\$40,000	
AUTO - 3207 - Pathway Lifecycle	LGFF/CCBF	\$78,000	\$17,000		\$95,000	\$0	\$95,000	
AUTO - 5302 - Kinsmen Park Christmas Lights	Capital Reserve	\$20,000	\$20,000		\$40,000	\$512	\$40,000	
AUTO - 5304 - Site Furniture	LGFF/CCBF	\$25,000	\$17,600		\$42,600	\$0	\$42,600	
Recreation Needs Assessment	Financial Stabilization Reserve		\$8,600		\$8,600	\$7,972	\$7,972	Complete
		\$9,313,000	\$2,822,200	\$0	\$12,135,200	\$563,325	\$11,807,925	



Request for Decision

To: Council

Staff Contact: Veronica Anderson, Legislative Services Officer

Date Prepared: June 15, 2025

Meeting Date: July 2, 2025

SUBJECT: Council Meeting Schedule Amendments

RECOMMENDATION: THAT Council direct Administration to cancel the Committee of the Whole Meeting scheduled for July 9, 2025 at 6:00 p.m. in Council Chambers.

THAT Council direct Administration to cancel the Committee of the Whole Meeting scheduled for September 10, 2025 at 6:00 p.m. in Council Chambers.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

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

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

To make the best use of Council's time, there are two upcoming Committee of the Wholes that have been identified for cancellation consideration.

Should Council determine they be cancelled, Administration will be able to adjust Agendas to include discussion items into upcoming Regular Council Meetings.

July 9, 2025

- There are no items identified for required COTW discussions at this time.

September 10, 2025

- The final Committee of the Whole Meeting before the 2025 Municipal Election will be held on September 10, 2025. Only one Regular Council Meeting will follow, scheduled for September 17, 2025. Typically, a week between a COTW and the final Regular Council Meeting does not provide sufficient time to finalize new business for adoption.

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 14.6 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 section 14.6 in the Council Procedure Bylaw, a meeting may be cancelled:

- "A Committee of the Whole 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."

July 9, 2025 Committee of the Whole

- Request to cancel - Administration has reviewed the schedule with no agenda items identified. If required, new business can be added to the July 16 Regular Council Meeting.

September 10, 2025 Committee of the Whole

- Request to cancel - No Council meetings are scheduled in the four weeks prior the Municipal Election taking place on October 20, 2025. This means the final Committee of the Whole Meeting before the 2025 Municipal Election will be held on September 10, 2025 and only one Regular Council Meeting would remain, scheduled for September 17, 2025. Typically, a week between a COTW and the final Regular Council Meeting does not provide sufficient time to finalize new business that may be discussed in a COTW for adoption.
- Alternatively, Council could direct Administration to change the September 10, 2025 Committee of the Whole Meeting to a Regular Council Meeting, which would allow for resolutions to be made in the event there is a high volume of decisions required prior to the election. **This could also be done at a later date should the need arise.*

KEY ISSUE(S)/CONCEPT(S):

- Whether or not Council would like to cancel the July 9, 2025 Committee of the Whole as per Attachment I.
- Whether or not Council would like to cancel the September 10, 2025 Committee of the Wholes as per Attachment I, or change it to a Regular Council Meeting at this time.

DESIRED OUTCOMES:

For Council to direct Administration to cancel the July 9 and the September 10, 2025 Committee of the Wholes.

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:

AND THAT Council direct Administration to schedule a Regular Council Meeting for September 10, 2025.

ATTACHMENTS:

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

Claudette Thorhaug, Legislative Services Officer

Approved
- 16 Jun
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 16 Jun
2025

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

Approved
- 17 Jun
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 25 Jun
2025



TOWN OF STRATHMORE'S MEETING SCHEDULE

NOVEMBER 6, 2024 – NOVEMBER 3, 2025*

Updated July 2, 2025

Regular Council Meetings

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

TIME:

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

LOCATION:

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

*Unless otherwise amended by Council Resolution.



TOWN OF STRATHMORE'S MEETING SCHEDULE

NOVEMBER 13, 2024 – NOVEMBER 3, 2025*

Updated July 2, 2025

Committee of the Whole Meetings

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

TIME:

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

LOCATION:

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

*Unless otherwise amended by Council Resolution.



Request for Decision

To: Council

Staff Contact: Claudette Thorhaug, Legislative Services Officer

Date Prepared: June 15, 2025

Meeting Date: July 2, 2025

SUBJECT: Joint Election Agreement

RECOMMENDATION: THAT Council rescind Resolution No. 142.05.25:
"THAT Council authorizes the Returning Officer to enter into an agreement with the Golden Hills School Division #75 and Christ the Redeemer Catholic School for the 2025 municipal election, with costs to be shared as referenced in Attachment I."

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

Section 2 of the [Local Authorities Election Act](#) provides that Council may hold an election separately or in conjunction with another elected authority in the same area. Council may, by resolution, enter into an agreement for the conduct of an election with one or more elected authorities of local jurisdictions.

The agreement referred to in section 2(2) must state which elected authority is responsible for the conduct of the election, and that elected authority must ensure that the procedures prescribed under the Act for holding an election are complied with, including procedures in respect of the retention and destruction of election materials.

The elected authority that is responsible for the conduct of the election under an agreement referred to in subsection (2) has all the rights, powers and duties of the elected authorities that have entered into that agreement respecting the conduct of the election in the area to which the agreement applies, including the power to pass bylaws under section 27.

ORGANIZATIONAL:

Conducting an election requires significant staff time; however, conducting an election is required under the *Municipal Government Act* and *Local Authorities Election Act*. The partnership between the Town, Golden Hills School Division #75 and Christ the Redeemer Catholic School will provide the public with one designated voting centre to cast their ballots for these offices.

Council approved the authorization of the Returning Officer to enter into an agreement with Golden Hills School Division #75 and Christ the Redeemer Catholic Schools during the May 7, 2025 Regular Council Meeting.

Over the past month the School divisions have indicated that they no longer agree with financial component to the agreement. As the Town is already asking for less funding than what was agreed to in 2021, Administration is recommending that Council rescind Resolution No. 142.05.25.

OPERATIONAL:

N/A

FINANCIAL:

With Golden Hills School Division #75 and Christ the Redeemer Catholic Schools no longer in agreement with the financial terms, Administration is recommending that the Town should not incur additional election expenses by conducting the school board election.

The Town and local school boards began discussions about the upcoming election during Q4 2024. The 2021 joint election agreement stated that each school board would pay 1/3rd (\$15,000) of our election costs should they have an election (1/2 or \$22,500 if only one needed an election (In 2021 we budgeted \$45,000; however, costs were higher due to the referendum questions)

Even with rising election costs for the Town, Administration proposed a smaller financial contribution to the school boards. This year, the Town was seeking \$10,000 from each school board, or \$20,000 if they are the only school board having the election. After Council approved the agreement, the school boards raised concerns about the costs.

POLICY:

N/A

IMPLEMENTATION:

If Council proceeds with the recommendation, the Returning Officer will advise the School Boards.

BACKGROUND:

The Town of Strathmore, Golden Hills School Division #75 and Christ the Redeemer Catholic Schools have historically partnered regarding the conduct of the Municipal and School Board Trustee Elections. In 2017, trustees for each school board were acclaimed and in 2021 the Town of Strathmore, Golden Hills School Division and Christ the Redeemer Catholic School entered into an agreement for the 2021 Municipal Election.

Recently, Administration contacted the Returning Officers for Golden Hills School Division #75 and the Christ the Redeemer Catholic School Division. Both Returning Officers were interested in a joint election agreement. The proposed cost sharing was discussed with both Golden Hills School Division and Christ the Redeemer Catholic School. If both school boards were to proceed with their respective school trustee elections, they would each reimburse the Town for \$10,000 in election costs incurred by the Town for the elections. If only one school board was to proceed with a school trustee election, that school's board would pay \$20,000 of the total election costs incurred by the Town.

The Town of Strathmore has budgeted \$150,000 for the 2025 Municipal Election. The Town consistently budgets for the total cost of the election, in the event that the school trustee office for Golden Hills School Division #75 and Christ the Redeemer Catholic Schools is acclaimed. The Town must still proceed with the election and assume all of the costs associated with the election. It should also be noted that the costs for the 2025 Municipal Election will likely be

higher due to hand counting of the ballots, as additional staffing and hours will likely be required. While this is likely, Administration is being fiscally responsible to not exceed the \$150,000 budgeted for the Election and was looking forward to partnering with the Golden Hills School Division #75 and the Christ the Redeemer Catholic School Boards.

The agreement was discussed at the May 7, 2025 Regular Council Meeting. Once the Agreement was circulated for signatures, Administration was advised of further changes being requested to the agreement which Administration does not recommend

KEY ISSUE(S)/CONCEPT(S):

If the agreement were to be agreed upon, all parties would be required to sign before June 30, 2025. Financially, the Town is not in a position to fund the joint election by incurring costs associated with the School Boards Trustees Elections should the election(s) occur.

DESIRED OUTCOMES:

N/A

COMMUNICATIONS:

Administration will advise the school boards of Council's decision following the meeting.

ALTERNATIVE ACTIONS/MOTIONS:

1. Council may adopt the recommended motion.
2. Council may provide further direction to Administration.

ATTACHMENTS:

[Attachment I: Election Agreement for School Boards](#)

Veronica Anderson, Legislative Services Officer

Approved
- 17 Jun
2025

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

Approved
- 18 Jun
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 26 Jun
2025

THIS AGREEMENT made this _____ day of _____, 2025.

BETWEEN:

THE TOWN OF STRATHMORE

A municipal corporation in the Province of Alberta
(hereinafter called "the Town")

OF THE FIRST PART

-and-

GOLDEN HILLS SCHOOL DIVISION #75

(hereinafter called "GHSD" or the "Public School Board")

OF THE SECOND PART

-and-

CHRIST THE REDEEMER CATHOLIC SCHOOLS

(hereinafter called "CTRCS" or the "Separate School Board")

OF THE THIRD PART

each, a "Party" or one or more together, the "Parties"

WHEREAS pursuant to Section 2 Joint Elections of the *Local Authorities Election Act*, R.S.A. 2000, Chapter L-21 (hereinafter referred to as "the LAEA"), an elected authority may hold a general election, a by-election or a vote on a bylaw or questions (all or any which is or are hereinafter referred to as "an election") separately or in conjunction with another elected authority in the same area;

AND WHEREAS pursuant to the LAEA, the Public School Board, Separate School Board and the Town are each empowered to enter into an agreement for the conduct of elections within the Town of Strathmore to be held on Monday October 20, 2025;

AND WHEREAS the Public and Separate School Boards are desirous of the Town being responsible for the conduct of all elections and ensuring compliance with the procedures prescribed under the LAEA for the holding of elections.

NOW THEREFORE the Parties agree together as follows:

1. The Town shall be responsible for conducting the 2025 municipal election, the GHSD Ward No. 4 school trustee election and the CTRCS Strathmore school trustee election.
2. GHSD and CTRCS shall by resolution, appoint the Town's Returning Officer as the Returning Officer for the purpose of the GHSD school trustee election and the CTRCS Strathmore school trustee election. GHSD and CTRCS shall provide the Town with copies of these resolutions.

3. The Town will conduct the election, on behalf of GHSD and/or CTRCS and will ensure compliance with the procedure prescribed under the *School Act* and the LAEA, as well as the Town's election bylaws.
4. The Town of Strathmore, Returning Officer, will:
 - a. Arrange for sufficient facilities, materials, and staff to conduct the election;
 - b. Publish the notice of election day;
 - c. Arrange for the printing of ballots and other necessary forms;
 - d. Count the ballots by hand;
 - e. Report the results of the election in its area to GHSD and/or CTRCS;
 - f. Assist GHSD and/or CTRCS as necessary in post-election matters;
 - g. Destroy or retain election material in compliance with the LAEA; and
 - h. Provide GHSD and/or CTRCS with an account of election spending.
5. Notwithstanding the appointment of the Returning Officer, GHSD and CTRCS will:
 - a. Publish the notice of nomination day;
 - b. Receive nominations and withdrawals of nominations for GHSD/CTRCS candidates;
 - c. Advise the Returning Officer immediately upon nominations closing of the results of the nominations;
 - d. Receive GHSD/CTRCS election results from the Town;
 - e. Announce and publish the GHSD/CTRCS election results, and report the results to the appropriate Minister; and
 - f. Conduct or participate in any post-election matters that may be required.
6. In the event that GHSD and CTRCS both proceed with their respective school trustee elections, in conjunction with the Town, GHSD and CTRCS will each reimburse the Town for \$10,000 to offset costs incurred from January 1 of the election year until 6 weeks post-election. The Town has budgeted \$150,000.00 for the 2025 Municipal Election.
7. In the event that only one of GHSD or CTRCS proceeds with the school trustee election in conjunction with the Town, that Party shall pay \$20,000 of the total election costs to the Town.
8. In the event that GHSD and/or CTRCS proceed with the school trustee elections but the offices for the Mayor and Councillors are acclaimed and the Town does not need to hold an election, GHSD and/or CTRCS shall pay the total cost (100%) of the election. The Town shall still be responsible for conducting the election in accordance with this Agreement.
9. Any Party may terminate this agreement at any time by giving written notice to the other Parties not less than thirty (30) days in advance of nomination day.
10. Amounts payable pursuant to the terms of this Agreement are due to the Town by December 15th of the election year. The costs of simultaneously asking a question or bylaw are included in this amount.

11. All Parties shall carry comprehensive general liability insurance policy in the amount of not less than Two Million Dollars (\$2,000,000.00) inclusive, for any one occurrence, and for contractual liability, including this Agreement.
12. This Agreement and its terms will remain in effect for any other election, by-election, and vote on a bylaw or question during the 2025 election year. The amount payable to the Town pursuant to this Agreements shall be based on the percentage of the total cost of conducting the election for the Town of Strathmore, Golden Hills School Division No. 75 and/or Christ the Redeemer Catholic Separate Regional Division No. 3.as outlined in clauses 6,7 and 8 herein.
13. If, for any reason, the Town is unable to perform its duties under this Agreement the Town shall make all reasonable efforts to fulfill the duties as assigned in this Agreement and the GHSD and CTRCS agree to support all such reasonable efforts.
14. The Parties hereby designate the following representatives to maintain a continuing liaison and act as points of contact in matters relating to this Agreement and any notices or payments required to be given under the terms of this Agreement shall be delivered or sent by prepaid or registered mail to:
 - a. For the Town of Strathmore:

Johnathan Strathdee, Manager of Legislative Services, Marketing & Communications
1 Parklane Drive, P.O. Box 2280 Strathmore, AB T1P 1K2
johnathan.strathdee@strathmore.ca
Phone: 403.934.3133
 - b. For GHSD:

Tahra Sabir, Secretary-Treasurer
435 A Highway #1 Strathmore, AB T1P 1J4
tahra.sabir@ghsd75.ca
Phone: 403.934.5121
 - c. For CTRCS:

Michael Kilcommons, Associate Superintendent of Corporate Services
301 23 Riverside Drive, Box 1318, Okotoks, AB T1S 1B3
mkilcommons@redeemer.ab.ca
Phone: 403-995-4829
15. All Parties agree to comply with the provisions of the *Freedom of Information and Protection of Privacy Act* or the LAEA, as applicable with respect to the collection, use, disclosure, retention, and destruction of records produced or acquired under this Agreement.
16. Each Party agrees to hold harmless each of the other Parties from any and all third-party claims, demands, or actions for which that Party is legally responsible, including those arising

out of negligence or willful acts by that Party's employees or agents. The hold harmless shall survive this agreement.

17. Notwithstanding that it is the intention of the Parties that this agreement express the whole of the contractual relations between them, the Parties may add to, delete, vary, amend or extend the terms of this Agreement by a written amending agreement, signed by all Parties.

Town of Strathmore

Johnathan Strathdee
Manager, Legislative Services,
Marketing & Communications

**Golden Hills School Division
No.75**

Tahra Sabir
Secretary-Treasurer

**Christ the Redeemer
Catholic Schools**

Michael Kilcommons
Associate Superintendent



Request for Decision

To: Council

Staff Contact: Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

Date Prepared: June 18, 2025

Meeting Date: July 2, 2025

SUBJECT: 2025 Operating Budget Amendment - Watermain Insurance

RECOMMENDATION: THAT Council approve a 2025 Operating Budget Amendment in the amount of \$183,700 for watermain insurance costs, funded from the Financial Stabilization Reserve.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

This budget amendment is for risk management (insurance) related to Strathmore watermain infrastructure.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

N/A

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

This 2025 Budget Amendment has no net impact on the tax requirement or surplus of the Town. The expenditure is proposed to be funded out of the Financial Stabilization Reserve for 2025.

ORGANIZATIONAL:

N/A

OPERATIONAL:

Staff time was limited to researching insurance costs, evaluating options, and creating this report.

FINANCIAL:

The funding is recommended to come from the Town's Financial Stabilization Reserve for 2025. As part of the 2026 Budget, Administration will present options to Council on an ongoing basis (i.e. annual insurance, changes to utility billing for a dedicated Reserve, etc.)

POLICY:

N/A

IMPLEMENTATION:

Once approved, Administration will procure the required insurance.

BACKGROUND:

Council discussed policy options regarding risk management for management of the East Calgary Regional Waterline during the June 18, 2025 Regular Council Meeting. This is key infrastructure and the Town's sole water source. On June 18, Council passed a resolution instructing Administration to come back to the next Regular Council Meeting with a budget amendment for the 2025 insurance. This report has been prepared to align with that motion and provide full transparency regarding this matter to the public.

KEY ISSUE(S)/CONCEPT(S):

Under the *Municipal Government Act*, all expenditures must be budgeted for, and approved, by Council. From a compliance perspective, formal approval of the changes to budget is required.

DESIRED OUTCOMES:

That Council passes the motion to authorize the budget amendment so that Administration can procure insurance on the East Calgary Regional Waterline.

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

Council can choose to not insure the East Calgary Regional Waterline, instruct Administration to present alternative funding methods, or direct this matter to come to a future Committee of the Whole for further discussion.

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

Approved
- 24 Jun
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 25 Jun
2025

Veronica Anderson, Legislative Services Officer

Approved
- 25 Jun
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 25 Jun
2025



Request for Decision

To: Council

Staff Contact: Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

Date Prepared: June 18, 2025

Meeting Date: July 2, 2025

SUBJECT: 2025 Operating Budget Amendment - Celebrate Canada Grant

RECOMMENDATION: THAT Council approve a 2025 Operating Budget Amendment to increase Communications and FCSS Contracted Services expenditures related to Canada Day and Indigenous Peoples Day in the amount of \$10,000; funded by the Celebrate Canada Grant program.

STRATEGIC PRIORITIES:



Affordable Living



Climate Resiliency



Community Development



Community Wellness



Economic Development



Financial Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

This 2025 Budget Amendment will increase the service capacity of the Communications and FCSS Departments for the 2025 year.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

N/A

SOCIAL SUSTAINABILITY:

The grant funds will be used for two major programs in Strathmore: Indigenous Peoples Day and Canada Day.

ENVIRONMENTAL SUSTAINABILITY:

N/A

IMPLICATIONS OF RECOMMENDATION:**GENERAL:**

This 2025 Budget Amendment has no net impact on the tax requirement, or surplus, of the Town. Program expenditures will be offset by the recognition of grant funding received.

ORGANIZATIONAL:

The grant funds will be used for two major programs in Strathmore: Indigenous Peoples Day and Canada Day.

OPERATIONAL:

This budget amendment will increase the spending capacity on operational expenditures for the organization, without impacting the tax burden requirement to the Town.

FINANCIAL:

This 2025 Budget Amendment has no net impact on the tax requirement, or surplus, of the Town. Program expenditures will be offset by the recognition of grant funding received, up to \$10,000.

POLICY:

N/A

IMPLEMENTATION:

Once approved, Administration will update the 2025 Operating Budget and commence implementing the programs.

BACKGROUND:

The Town was notified it successfully received the grant in June 2025. The \$10,000 received will be split (\$5,000 each) to put on events related to Indigenous People's Day, and Canada Day.

KEY ISSUE(S)/CONCEPT(S):

Under the *Municipal Government Act*, all expenditures must be budgeted for, and approved, by Council. Even though this budget amendment has no new cost to the taxpayer (i.e. expenditures will be offset by grant revenue), from a Compliance perspective, formal approval of the changes to budget is best practice.

DESIRED OUTCOMES:

That Council approves the budget amendment as proposed.

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

Council can defer the Report to a Committee of the Whole for further discussion.

ATTACHMENTS:

[Attachment I - Approval Letter](#)

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

Approved
- 19 Jun
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 25 Jun
2025

Veronica Anderson, Legislative Services Officer

Approved
- 25 Jun
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 25 Jun
2025



Jessica Garrioch
Event Coordinator
Town Of Strathmore
1 Park Lane Drive
Strathmore, Alberta
T1P 1K2

April 4, 2025

Title: Canada Day | National Indigenous Peoples Day

Dear Jessica Garrioch,

On behalf of the Minister of Canadian Heritage, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$10,000 will be awarded to help your organization carry out its activities, under the Celebrate Canada Program. This funding will be allocated over government fiscal year 2025-2026 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives may contact you in the near future to review the terms and conditions and answer any questions you may have related to this funding.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,

Derick McNeil
A/Regional Director General



Request for Decision

To: Council

Staff Contact: David Sturgeon, Fire Chief

Date Prepared: June 22, 2025

Meeting Date: July 2, 2025

SUBJECT: 2025 Capital Budget Amendment - Aerial/Ladder Truck Initial Payment

RECOMMENDATION: THAT Council approve a 2025 Capital Budget amendment of \$350,000 for the initial payment associated with the purchase of an aerial/ladder truck, with \$200,000 coming from the Fire Reserve and \$150,000 from the Financial Stabilization Reserve.

STRATEGIC PRIORITIES:



Affordable
Living



Climate
Resiliency



Community
Development



Community
Wellness



Economic
Development



Financial
Sustainability

HOW THE STRATEGIC PRIORITIES ARE MET:

As part of its Strategic Plan, Council has prioritized the maintenance, protection, and improvement of Community Wellness services that support optimum lifestyles for residents of Strathmore.

As high-density development continues to expand within the town, including the construction of six (6) story residential buildings, the operational needs of the Town's Fire Department must evolve accordingly. A modern aerial firefighting apparatus ensures the department's ability to respond effectively to emergencies and ensure community safety, resilience, and preparedness in the face of a changing urban landscape.

SUSTAINABILITY

ECONOMIC SUSTAINABILITY:

As high-density developments (i.e., multi-story residential buildings) are approved and constructed, the Town's Fire Department must ensure community safety, resilience, and preparedness in the face of a changing urban landscape.

A versatile fire department, capable of combating fires and other emergencies in a variety of ways, by responding effectively to a wide range of emergencies, including fires, medical incidents, and hazardous materials situations, the department minimizes property damage, saves lives, and reduces the economic impact of disasters, ultimately contributing to a more stable and prosperous community.

SOCIAL SUSTAINABILITY:

Social Sustainability is not applicable.

ENVIRONMENTAL SUSTAINABILITY:

Environmental Sustainability is not applicable.

IMPLICATIONS OF RECOMMENDATION:

GENERAL:

An aerial/ladder fire truck is a specialized fire apparatus equipped with an extendable ladder, reaching heights of 100 feet or more. These trucks are designed to provide firefighters with access to high-rise buildings, rooftops, and other elevated areas that are otherwise difficult to reach. Aerial/ladder trucks significantly enhance the fire department's ability to tackle large and complex fires. They provide a versatile and effective tool to combat fires that ground-level equipment cannot address alone.

The current aerial apparatus is scheduled to be replaced in 2029, at which point it will have reached the end of its 20-year service life. As Administration plans to maintain service continuity, this apparatus is necessary to meet the demands of modern firefighting scenarios, including the challenges presented by high-intensity residential fires (HIRF), and allows for future growth while maintaining critical emergency response capacity as infrastructure densifies.

In addition to multi-story residential developments, the aerial apparatus plays a crucial role in protecting large footprint commercial structures, such as big box retail stores, warehouses, and industrial buildings. Without a functioning aerial unit, the Town's response capacity to such large-scale commercial incidents would be significantly diminished, placing both property and personnel at greater risk.

ORGANIZATIONAL:

There are no organizational implications.

OPERATIONAL:

Without an aerial/ladder truck, the Fire department's ability to effectively manage fires and rescues in multi-story and commercial buildings would be severely hampered, increasing the risks both firefighters and civilians.

As the existing truck reaches its 20-year service life, a new aerial truck would need to be in place by early 2029 to ensure a seamless transition with no gap in aerial service delivery. Failure to replace this current apparatus in a timely manner could significantly impact the Town's ability to safely protect life and property, especially as older equipment becomes less reliable and increasingly difficult to service.

FINANCIAL:

The purchase price of a new aerial/ladder truck is approximately \$2.2M (USD) or approximately \$3M with the current exchange rate. In speaking with the manufacturer, Administration has identified a projected estimated 10% increase by the end of 2025.

In order to secure this price, the Town would have to place a nonrefundable deposit of 10% (approximately \$350,000).

While the initial payment would secure pricing for the apparatus, no further payments would be required until 2027, allowing Administration adequate time to develop a financial plan for the remaining balance and align the delivery and payment timeline with the planned retirement of the current aerial unit. The remaining balance will not be invoiced until the fourth quarter of 2028, shortly before final delivery. This phased payment schedule aligns well with long-term financial planning, allowing the municipality to budget responsibly over several fiscal years.

POLICY:

An aerial/ladder truck is essential to ensuring the Town's insurance grading is maintained, as per the Level of Service Policy No. 2301, and aligns with the Town's Capital Asset Replacement Plan.

Investing in a suitable replacement ensures the Town's Fire department will be equipped to continue to meet the industry standards and avoid any rating downgrades that may result in higher insurance costs for residents and businesses.

Ultimately, the replacement of this truck would demonstrate the Town's forethought on its existing infrastructure and commitment to maintain, protect, and improve services that support optimum lifestyles for residents of Strathmore.

IMPLEMENTATION:

Should Council approve this capital budget amendment, Administration will follow the procurement process to purchase this apparatus.

BACKGROUND:

The existing aerial apparatus was purchased and placed into service in 2009. As the vehicle approaches its 20-year service life, the physical demands placed on this type of equipment, including exposure to extreme conditions and wear from regular deployment, will impact the performance of the vehicle.

The 20-year apparatus life expectancy is based on industry standards and the availability of repair parts from manufacturers, and while preventative maintenance is feasible, finding parts for trucks that are more than 20 years old becomes evermore challenging.

By purchasing a new ladder truck, maintenance costs will be reduced, the community will have a longer service life for this piece of equipment, and most importantly, it offers the latest safety features as older equipment becomes less reliable.

With high-density development continuing throughout the community and HIRF-rated neighbourhood's becoming the norm, it is critical the replacement vehicle be secured well in advance of the existing unit's decommissioning. Beginning the procurement process now allows for an orderly transition and leverages current pricing before anticipated manufacturer increases.

KEY ISSUE(S)/CONCEPT(S):

While ensuring all firefighting apparatus and equipment are in top condition, Administration has identified a projected 10% price increase (or more) by the end 2025 that would increase the costs associated with the new aerial/ladder truck.

While the initial payment would secure pricing for the apparatus, no further payments would be required until 2027, allowing Administration adequate time to develop a financial plan for the remaining balance and align the delivery and payment timeline with the planned retirement of the current aerial unit.

DESIRED OUTCOMES:

That Council approve the capital budget amendment of \$350,000 in 2025 to secure a 10% deposit on a replacement aerial/ladder truck.

COMMUNICATIONS:

N/A

ALTERNATIVE ACTIONS/MOTIONS:

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

Mark Pretzlaff, Director of Community and Protective Services

Approved
- 25 Jun
2025

Kevin Scoble, Chief Administrative Officer

Approved
- 25 Jun
2025

Veronica Anderson, Legislative Services Officer

Approved
- 25 Jun
2025

Johnathan Strathdee, Manager of Legislative Services

Approved
- 25 Jun
2025

WADEMSA Report to Council: Meeting of June 16, 2025

1. WADEMSA was presented with a clean audit.
 - a. Our Auditor, as requested by the Board, presented some insights into understanding the AHS concerns around what they understand to be WADEMSA's surplus over several years. WADEMSA continues to dispute AHS understanding and talks are continuing.
2. Interim CAO R. Dahl has had conversations with ToS Dir. M. Pretzlaff regarding the Shaw/Rogers 911 monies that were mistakenly transmitted to ToS.
 - a. Action is being undertaken to ensure that the monies will now go directly to WADEMSA.
 - b. ToS SLT will prepare a report for Council regarding this matter.
3. Fire Dispatch Agreement
 - a. A 2nd and 3rd draft have been prepared and are currently under review by the districts Fire Chiefs.
4. Chair Report: The Long-Term Awards were well received. The Chair thanked the staff for all the efforts made to ensure the success of the event.
5. CAO Report
 - a. See attached for Call Volumes information in Addendum A & B
 - b. Next Gen 911
 - i. Estimate it will cost in excess of \$90 K to fully implement PSAP (Public Safety Answer Point). The GOAL is to have the Next Gen 911 fully implemented I Alberta by Q-1 2027.
 - ii. This process will change how calls come in from 911. Eventually texting and picture data via 911 will be a reality.
 - c. Union Contract
 - i. Is currently under review by the membership
6. WADEMSA has offered Interim CAO R. Dahl the position of CAO for WADEMSA effective July 1st, 2025.

Respectfully submitted by: Cllrs. Wegener & Peterson

Addendum ~~XL~~

WADEMSA AMBULANCE CALL VOLUMES 2013 - CURRENT													
MONTH	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
JANUARY	272	267	287	287	297	363	339	339	348	422	318	267	260
FEBRUARY	219	239	281	278	265	287	293	323	363	330	307	228	208
MARCH	258	239	295	300	306	339	330	312	331	373	296	248	284
APRIL	240	247	227	271	288	266	338	226	395	397	278	235	233
MAY	269	283	234	298	314	327	331	381	456	375	360	248	276
JUNE	255	293	331	296	345	307	282	375	514	271	338	226	
JULY	262	287	317	328	358	297	331	392	510	407	298	286	
AUGUST	292	298	269	289	341	334	313	349	594	396	320	277	
SEPTEMBER	266	282	258	311	368	297	301	395	509	370	284	222	
OCTOBER	232	293	270	267	331	356	336	351	464	354	270	287	
NOVEMBER	227	272	287	291	319	343	339	342	473	386	302	230	
DECEMBER	269	280	274	315	348	329	335	375	503	406	278	248	
Totals	3061	3280	3330	3531	3880	3845	3868	4160	5460	4487	3649	3002	1261
	0.60%	7.16%	1.53%	6.04%	9.89%	-0.91%	0.60%	7.55%	31.25%	-21.69%	-22.97%	-21.56%	1.03%
												1226	

WADEMSA FIRE DISPATCH CALL VOLUMES

Dispatched Calls			
Month	2024	2025	
January	165	174	5%
February	118	113	-4%
March	156	166	6%
April	176	168	-5%
May	173	179	3%
June			
July			
August			
September			
October			
November			
December			
Total	788	800	2%

Answered Calls				
Month	2023	2024	2025	24/25 Difference
January	1545	1438	1441	0%
February	1270	1293	1223	-5%
March	1362	1490	1366	-8%
April	1531	1322	1456	10%
May	1791	1405	1529	9%
June				
July				
August				
September				
October				
November				
December				
Total	7499	6948	7015	1%

2025		Dispatched Calls Per Dept									
Month	Carseland	Dalum	Gleichen	Hussar	Rockyford	Rosebud	Siksika	Standard	Strathmore	Wheatland West	Total
January	19	2	8	6	10	1	23	12	69	24	174
February	10	1	7	1	8	0	25	4	48	9	113
March	11	6	10	6	8	4	30	9	68	14	166
April	12	5	15	8	13	3	36	14	44	18	168
May	9	0	17	4	11	4	32	7	75	20	179
June											
July											
August											
September											
October											
November											
December											
Totals	61	14	57	25	50	12	146	46	304	85	800

↓ not all serviced

WHMB Meeting, June 19, 2025

- In attendance

• Glenn Koester – W.C.	• Denise Petersen – Strathmore
• Don Geiger – Strathmore Lions	• Martin Gauthier – Standard
• Keith Clayton – Hospice	• Vickey Cook – WHMB
• Rick Laursen – W.C. (Zoom)	• Richard Wegener – Strathmore
• Jill Aschenbrenner – Member at Large	• Leah Smith - Rockyford
• Terry Druxbury - WHMB	• Crystal Hickey WHMB
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•	•
•	•

- Absent

• Les Schultz – Village of Hussar	•
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- June 19, 2025, Agenda adopted as presented.
- May 15, 2025 regular meeting minutes adopted as presented.
- Financial Report – Lodge and Social Housing
 - May financials adopted as presented.
- Resolutions of Major Importance
 - 45-05-15 WHMB moved to hire Crystal Hickey as Deputy CAO for succession planning when Vickey retires. (Complete).
 - 45-04-10 WHMB to hire communications personnel. (In-Progress)
 - 44-02-13 WHMB explores becoming a foundation. (Through further discussions, WHMB already is) (Complete)
- Maintenance Report
 - Social Housing
 - Unit # 31, Maplewood Green – painted and carpets cleaned
 - Windows cleaned at all buildings, Carseland, Standard, Gleichen and Rockyford.
 - PM work completed by Climate Control
 - General maintenance
 - Lodge
 - Room 203 was painted, and the carpets were cleaned.
 - Room 414 was painted, and the carpets were cleaned.
 - Room 808 carpet cleaned
 - All light fixtures cleaned
 - Large flower box near Waddy Lane removed and trees planted.
 - AC unit repaired
 - Lawn care and irrigation system repairs completed.
 - General maintenance

- Social Housing report accepted as presented
 - Sunset Haven has 2 vacancies
 - Giffen Manor 0 vacancies
 - Standard 0 vacancy
 - Rockyford 0 vacancies
 - Carseland 0 vacancies
 - Gleichen 0 vacancy
 - Waitlist 41 in total, 40 Strathmore, 1 Gleichen, 0 Rockyford, 0 Carseland, and 0 Standard
- Lodge Business
 - Policies Reviewed
 - No policies reviewed
 - Old Business
 - None
 - New Business
 - Deputy CAO Report – Crystal Hickey
 - Thanked Board for their trust in her becoming the next CAO
 - Presentation by Dr Joni McNeely received as information
 - Committee between WHMB and WAHS developed to progress commitment.
 - WHMB member submitted resignation to board.
 - Committee reports
 - Building & Hospice no report
 - Maintenance – no report
 - Finance – no report
 - Personnel & HR – no report
 - Policy – no report
- Site Manager Report
 - Total occupancy to date is 93
 - May Movement
 - 1 couple moved in
 - 1 couple moved out
 - Additional Information
 - 8 inquiries for residency
 - 4 tours were given
 - 5 applications were distributed, and 1 received
 - Wait list for Lodge currently at 26 single
 - Health/Personal Care
 - Home Care - 55
 - Oxygen use – 10
 - Residents using walkers – 64
 - Residents using manual wheelchairs – 5
 - Residents using outdoor scooters – 16

- Residents using indoor scooters or motorized wheelchairs – 1
- Activities
 - Senior's Week June 2-8, 2025
 - Carnival Day June 4, 2025
 - Father's Day Lunch June 11, 2025
 - Music entertainment
 - To view regularly scheduled events, go to www.wheatlandhousing.ca
- CAO Report
 - June 18 CAO and Deputy CAO to meet with TSI regarding the Strategic Plan
 - Terry Duxbury has been promoted from Receptionist to Administrative Assistant
 - WHMB received a generous donation from a former resident, Ralph Nichols
 - A generous donation from a young 4-H person who donated the money from the sale of his sheep to WHMB.
 - Resident BBQ on July 10, 2025
- Chair report
 - Accepted as information
- Important Dates
 - Family BBQ, July 10, 2025
 - Residents Xmas party Dec 14
- Next Meetings:
 - July 17 at call of the chair
 - August 21 at call of the chair
 - September 18, 2025

Presented by Councillors Petersen and Wegener



ALBERTA
MENTAL HEALTH AND ADDICTION

Office of the Minister
MLA, Maskwacis - Wetaskiwin

June 18, 2025

AR 10103

His Worship Patrick Fule
Mayor, Town of Strathmore
1 Parklane Dr (Box 2280)
Strathmore AB T1P 1K2
Veronica.Anderson@Strathmore.ca

Dear Mayor Fule:

Thank you for your congratulatory letter. I look forward to working with the Town of Strathmore Council in my role as Alberta's Minister of Mental Health and Addiction as we continue building the Alberta Recovery Model, a system of care that supports Albertans in their pursuit of recovery.

Alberta's government continues to improve access to a [recovery-oriented continuum](#) of mental health and addiction services and supports that incorporates prevention, intervention, treatment, and recovery, and is investing in services that demonstrate positive outcomes. This helps to ensure Albertans are supported in their pursuit of recovery with evidence based, integrated, and coordinated services and provided choices that align with their individual needs and goals.

By continuing to invest in recovery-oriented mental health and addiction programs and services, Alberta's government is working to meet the mental health and addiction recovery needs of Albertans. This helps ensure a healthy, strong Alberta for the future.

Thank you again for writing.

Sincerely,

Rick Wilson
Minister of Mental Health and Addiction



ALBERTA
Tourism and Sport

Office of the Minister

JUN 12 2025

3047

His Worship Pat Fule
Mayor
Town of Strathmore
1 Parklane Drive
Box 2280
Strathmore AB T1P 1K2

Dear Mayor Fule:

Thank you for your letter and your congratulations on behalf of the Town of Strathmore Council. I am honoured to have been appointed Alberta's Minister of Tourism and Sport, and I look forward to serving our province.

The Government of Alberta understands the crucial role sport and recreation play in Albertans' lives – teaching healthy habits and fundamental life skills. As Minister of Tourism and Sport, my priorities include supporting and promoting activities that encourage healthier lifestyles, as well as developing Alberta's sport system.

Alberta's government is committed to an ambitious goal of growing the province's visitor economy to \$25 billion in annual visitor expenditures by 2035. I look forward to collaborating closely with municipalities across Alberta and learning more about how we can advance this growth economy together.

Thank you again for writing and for your kind words.

Sincerely,

Honourable Andrew Boitchenko
Minister