

**AGENDA**  
**REGULAR COUNCIL MEETING**  
**Wednesday, April 16, 2025 @ 6:00 PM**  
**Council Chambers, 1 Parklane Drive, Strathmore AB**

Page

**1. CALL TO ORDER**

**2. CONFIRMATION OF AGENDA**

**3. PUBLIC COMMENTS**

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

**4. DELEGATIONS**

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

**5. CONSENT AGENDA**

- 6.1 Regular Council Meeting Minutes – April 2, 2025
- 6.2 Special Council Meeting Minutes – April 7, 2025
- 7.3 Strathmore Legion Crosswalk
- 7.4 Accounts Receivable Write-Offs
- 7.5 Budget Amendment – Northern and Regional Economic Development (NRED) Program Grant Funding
- 10.2.1 WADEMSA April 2025 Report to Council
- 11.1 Minister McIver Letter – April 8, 2025 – Re: Bill 50

**6. CONFIRMATION OF MINUTES**

- 6.1. Regular Council Meeting Minutes – April 2, 2025 3 - 12  
[Agenda Item - AIR-25-093 - Pdf](#)
- 6.2. Special Council Meeting Minutes – April 7, 2025 13 - 18  
[Agenda Item - AIR-25-092 - Pdf](#)

**7. BUSINESS**

- 7.1. 2024 Town of Strathmore Audited Annual Financial Statements 19 - 59  
[Agenda Item - AIR-25-088 - Pdf](#)
- 7.2. Thistle Way Sanitary Replacement 60 - 63  
[Agenda Item - AIR-25-067 - Pdf](#)
- 7.3. Strathmore Legion Crosswalk 64 - 67  
[Agenda Item - AIR-25-099 - Pdf](#)
- 7.4. Accounts Receivable Write-Offs 68 - 77

[Agenda Item - AIR-25-089 - Pdf](#)

- 7.5. Budget Amendment – Northern and Regional Economic Development (NRED) Program Grant Funding 78 - 100

[Agenda Item - AIR-25-061 - Pdf](#)

## **8. PUBLIC HEARING**

- 8.1. Land Use Bylaw Amending Bylaw No. 24-22 (710 3rd Street, 712 3rd Street, 380 Ridge Road, and Area A Plan 0313207) 101 - 130

[Agenda Item - AIR-25-070 - Pdf](#)

- 8.2. Land Use Bylaw Amending Bylaw No. 25-06 (Edgefield Phase 3) 131 - 218

[Agenda Item - AIR-25-075 - Pdf](#)

## **9. BYLAWS**

- 9.1. Proposed Land Use Bylaw Amending Bylaw No. 24-22 (710 3rd Street, 712 3rd Street, 380 Ridge Road, and Area A Plan 0313207) Second Reading Report 219 - 248

[Agenda Item - AIR-25-098 - Pdf](#)

- 9.2. Land Use Bylaw Amending Bylaw No. 25-06 (Edgefield Phase 3) Second Reading Report 249 - 336

[Agenda Item - AIR-25-072 - Pdf](#)

## **10. COUNCILLOR INFORMATION & INQUIRIES**

- 10.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

- 10.2. BOARD AND COMMITTEE REPORTS

- 10.2.1. WADEMSA April 2025 Report to Council 337

[WADEMSA April 2025 Report to Council](#)

- 10.3. QUESTION AND ANSWER PERIOD

- 10.4. ADMINISTRATIVE INQUIRIES

- 10.5. NOTICES OF MOTION

## **11. CORRESPONDENCE**

- 11.1. Minister McIver Letter – April 8, 2025 – Re: Bill 50 338 - 339

[Minister McIver Letter – April 8, 2025 – Re: Bill 50](#)

## **12. CLOSED MEETING**

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

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

## **13. ADJOURNMENT**



# Request for Decision

**To:** Council

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

**Date Prepared:** April 2, 2025

**Meeting Date:** April 16, 2025

**SUBJECT:** Regular Council Meeting Minutes - April 2, 2025

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

## STRATEGIC PRIORITIES:



Affordable  
Housing



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the April 2, 2025 Regular Council Meeting are given to Council for adoption.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

N/A

**POLICY:**

N/A

**IMPLEMENTATION:**

N/A

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**BACKGROUND:**

N/A

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

N/A

**DESIRED OUTCOMES:**

N/A

**COMMUNICATIONS:**

Once signed, the April 2, 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 - 02 Apr 2025 - Meeting Minutes](#)

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Veronica Anderson, Legislative Services Officer

Approved  
- 08 Apr  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 09 Apr  
2025



# MINUTES

## REGULAR COUNCIL MEETING

6:00 PM - Wednesday, April 2, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

### **COUNCIL PRESENT:**

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

### **STAFF PRESENT:**

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

## **1. CALL TO ORDER**

Mayor Fule called the April 2, 2025 Regular Council Meeting to order at 6:00 p.m.

### **1.1. Traditional Land Acknowledgment for the First Regular Council Meeting in April (Matsiyikapisaikisom)**

We honour all the many First Nations, Métis, and Inuit whose footsteps have marked these lands for centuries. We acknowledge that the ancestral and traditional lands on which we gather are Land of the Blackfoot Confederacy and Treaty 7 territory, a traditional meeting ground for many Indigenous peoples, and in particular our neighbors, Siksika Nation on whose traditional territory we work, live, and play, and on whose traditional territory we stand and where Strathmore resides.

## **2. CONFIRMATION OF AGENDA**

### **Resolution No. 086.04.25**

Moved by Councillor Peterson

THAT Council adopt the April 2, 2025 Regular Council Meeting Agenda as amended:

#### **DELETION:**

3.1 Legal Advice – Advice from officials – FOIP S. 23(1)(a), 24(1)(a), 24(1)(b)(i), and 27(1)(a)

#### **ADDITION:**

3.1 Procedure Regarding Public Hearings – Advice from officials – FOIP S. 24(1)(a)

**FOR:** Mayor Fule, Councillor Langmaid, Councillor Mitzner, Councillor Montgomery,

Councillor Peterson, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**3. CLOSED MEETING**

**Resolution No. 087.04.25**

Moved by Councillor Peterson

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

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

**AGAINST:** None.

**CARRIED**

**3.1. Procedure Regarding Public Hearings – Advice from officials – FOIP S. 24(1)(a)**

**3.2. Annual Legal Status Report – Advice from officials – FOIP S. 24(1)(a) and 27(1)(a)**

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

**Resolution No. 088.04.25**

Moved by Councillor Peterson

THAT Council move out of Camera at 7:10 p.m.

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

**AGAINST:** None.

**CARRIED**

**Resolution No. 089.04.25**

Moved by Councillor Peterson

THAT Council recess for 5 minutes.

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

**AGAINST:** None.

**CARRIED**

**4. PUBLIC HEARING**

None.

**5. PUBLIC COMMENTS**

None.

**6. DELEGATIONS**

None.

**7. CONSENT AGENDA**

**Resolution No. 090.04.25**

Moved by Councillor Langmaid

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

8.1 Regular Council Meeting Minutes – March 19, 2025

9.1 Events Budget Adjustment

9.2 Property Tax Recovery – Tax Auction Advertisement

11.2.1 Community Futures Wild Rose 2025 Executive Summary

11.2.2 Community Futures Wild Rose Board – Regular Meeting Minutes –  
February 6, 2025

11.2.3 WHMB Signed Minutes – February 20, 2025

11.2.4 WREMP Advisory Committee – Unapproved Minutes – March 13, 2025

11.2.5 Municipal Library Board – Annual Organizational Meeting Minutes 2025-01-28

11.2.6 Municipal Library Board – Emergency Budget Meeting Minutes 2024-12-09

11.2.7 Municipal Library Board – Meeting-Minutes 2025-01-28

11.2.8 Municipal Library Board – Special Meeting Minutes 2024-11-25

12.2 WHMB Audited Financial Statements 2024

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

**AGAINST:** None.

**CARRIED**

**8. CONFIRMATION OF MINUTES**

**8.1. Regular Council Meeting Minutes – March 19, 2025**

The following motion was adopted by the consent agenda:

THAT Council adopt the March 19, 2025 Regular Council Meeting Minutes as presented in Attachment I.

## **9. BUSINESS**

### **9.1. Events Budget Adjustment**

The following motion was adopted by the consent agenda:

THAT Council rescind Resolution No. 324.11.24 which states:

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

AND THAT Council direct Administration to utilize the same funds for hosting the Stampede Parade and supporting economic development.

### **9.2. Property Tax Recovery – Tax Auction Advertisement**

The following motion was adopted by the consent agenda:

THAT Council direct Administration to advertise the July 3, 2025 scheduled Tax Recovery Auction for properties in arrears, pursuant to *Section 421(1) of the Municipal Government Act*.

### **9.3. Culture and Wellbeing Task Force**

#### **Resolution No. 091.04.25**

Moved by Councillor Langmaid

THAT Council rescind Resolution No. 061.03.25, as this item was not listed on the March 12, 2025 Special Council Meeting agenda.

"THAT Council direct Administration to bring to the April 2, 2025 Regular Council Meeting a revised Terms of Reference for the Community Wellness Taskforce, with a focus on the planning and advisory function of the taskforce;

AND THAT Council move to extend the term of the Community Wellness Taskforce from May 2025 to September 10, 2025."

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

**AGAINST:** None.

**CARRIED**

**Resolution No. 092.04.25**

Moved by Councillor Langmaid

THAT Council adopt the Culture and Wellbeing Task Force Terms of Reference as presented in Attachment I;

AND THAT Council allocate \$30,000 from the Financial Stabilization Reserve to support culture and wellbeing events and initiatives.

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

**AGAINST:** Councillor Montgomery and Councillor Wiley

**CARRIED**

**10. BYLAWS**

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

**Resolution No. 093.04.25**

Moved by Councillor Wegener

THAT Council give First Reading to Bylaw No. 25-07, being a bylaw to amend the WestCreek Area Structure Plan Bylaw 08-22;

AND THAT Council direct Administration to schedule a Public Hearing for Bylaw No. 25-07 on May 7, 2025 at 6:00 p.m. in Council Chambers.

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

**AGAINST:** None.

**CARRIED**

**10.2. 2025 Water Reservoir Borrowing Bylaw No. 25-03**

**Resolution No. 094.04.25**

Moved by Councillor Wiley

THAT Council give Second Reading to Bylaw No. 25-03, being the Water Reservoir Borrowing Bylaw.

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

**AGAINST:** None.

**CARRIED**

**Resolution No. 095.04.25**

Moved by Councillor Langmaid

THAT Council give Third Reading to Bylaw No. 25-03, being the Water Reservoir Borrowing Bylaw.

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

**AGAINST:** None.

**CARRIED**

**11. COUNCILLOR INFORMATION & INQUIRIES**

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

Councillor Montgomery asked Councillor Peterson if the Community Futures Bibliography had been received.

Councillor Montgomery asked a question on item 11.2.3 - WHMB Signed Minutes - February 20, 2025 for clarification.

**11.2. BOARD AND COMMITTEE REPORTS**

**11.2.1. Community Futures Wild Rose 2025 Executive Summary**

**11.2.2. Community Futures Wild Rose Board – Regular Meeting Minutes – February 6, 2025**

**11.2.3. WHMB Signed Minutes – February 20, 2025**

**11.2.4. WREMP Advisory Committee – Unapproved Minutes – March 13, 2025**

**11.2.5. Municipal Library Board – Annual Organizational Meeting Minutes 2025-01-28**

**11.2.6. Municipal Library Board – Emergency Budget Meeting Minutes 2024-12-09**

**11.2.7. Municipal Library Board – Meeting-Minutes 2025-01-28**

**11.2.8. Municipal Library Board – Special Meeting Minutes 2024-11-25**

**11.3. QUESTION AND ANSWER PERIOD**

None.

**11.4. ADMINISTRATIVE INQUIRIES**

None.

**11.5. NOTICES OF MOTION**

None.

**12. CORRESPONDENCE**

**12.1. WHMB Requisition Requests – Town of Strathmore**

Councillor Wiley asked if a WHMB Councillor member could explain how deficits work to the Town of Strathmore residents in relation to item 12.1 – WHMB Requisition Requests – Town of Strathmore.

**12.2. WHMB Audited Financial Statements 2024**

**13. ADJOURNMENT**

Mayor Fule adjourned the April 2, 2025 Regular Council Meeting at 8:50 p.m.

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Mayor

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Director of Strategic, Administrative,  
and Financial Services





# Request for Decision

**To:** Council

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

**Date Prepared:** April 7, 2025

**Meeting Date:** April 16, 2025

**SUBJECT:** Special Council Meeting Minutes - April 7, 2025

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

## STRATEGIC PRIORITIES:



Affordable  
Housing



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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**IMPLICATIONS OF RECOMMENDATION:**

**GENERAL:**

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the April 7, 2025 Special Council Meeting are given to Council for adoption.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

N/A

**POLICY:**

N/A

**IMPLEMENTATION:**

N/A

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**BACKGROUND:**

N/A

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

N/A

**DESIRED OUTCOMES:**

N/A

**COMMUNICATIONS:**

Once signed, the April 7, 2025 Special Council Meeting Minutes will be posted on the Town's website.

**ALTERNATIVE ACTIONS/MOTIONS:**

1. Council may adopt the recommended motion.

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

**ATTACHMENTS:**

[Attachment I: SPECIAL COUNCIL - 07 Apr 2025 - Minutes](#)

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Claudette Thorhaug, Legislative Services Officer

Approved  
- 08 Apr  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 08 Apr  
2025



# MINUTES

## SPECIAL COUNCIL MEETING

6:00 PM - Monday, April 7, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

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**COUNCIL PRESENT:**

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

**COUNCIL ABSENT:**

Councillor Brent Wiley

**STAFF PRESENT:**

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

**1. CALL TO ORDER**

Mayor Fule called the April 7, 2025 Special Council Meeting to order at 6:00 p.m.

**2. CONFIRMATION OF AGENDA**

**Resolution No. 096.04.25**

Moved by Councillor Wegener

THAT Council adopt the April 7, 2025 Special Council Meeting Agenda as presented.

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

**AGAINST:** None.

**CARRIED**

**3. PUBLIC COMMENTS**

None.

**4. BUSINESS**

**4.1. 2024 Reserve Funding – Accounting Policy Change**

**Resolution No. 097.04.25**

Moved by Councillor Wegener

THAT Council direct Administration to fund the change in accounting policy, reflected in the 2024 year-end audited financial statements, out of the Financial Stabilization Reserve in the amount of \$125,000.

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

**AGAINST:** None.

**CARRIED**

**5. CLOSED MEETING**

**Resolution No. 098.04.25**

Moved by Councillor Peterson

THAT Council move In Camera to discuss an item related to section 24(1)(a), 24(1)(b)(i) and 27(1)(a) of the *Freedom of Information and Protection of Privacy Act* at 6:07 p.m.

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

**AGAINST:** None.

**CARRIED**

**5.1. Legal Advice – Advice from officials – FOIP S. 24 (1)(a), 24(1)(b)(i), and 27(1)(a)**

**Resolution No. 099.04.25**

Moved by Councillor Wegener

THAT Council move out of Camera at 6:38 p.m.

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

**AGAINST:** None.

**CARRIED**

**Resolution No. 100.04.25**

Moved by Councillor Wegener

THAT Council direct Administration to authorize the letter discussed during Closed Meeting item (5.1) on the April 7, 2025 Special Council Meeting Agenda;

AND THAT this item remain confidential under FOIP S. 24(1)(a), 24(1)(b)(i), and 27(1)(a).

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

**AGAINST:** None.

**CARRIED**

**6. ADJOURNMENT**

Mayor Fule adjourned the April 7, 2025 Special Council Meeting at 6:44 p.m.

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Mayor

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Director of Strategic, Administrative,  
and Financial Services



# Request for Decision

**To:** Council

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

**Date Prepared:** April 1, 2025

**Meeting Date:** April 16, 2025

**SUBJECT:** 2024 Town of Strathmore Audited Annual Financial Statements

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

## STRATEGIC PRIORITIES:



Affordable  
Housing



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

The 2024 Financial Statements highlight the increases in the Town's reserve fund balances and the reduction in the Town's overall debt.

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

Having a solid financial position helps allow the Town to be financially stable and take advantage of future economic opportunities.

### SOCIAL SUSTAINABILITY:

A strong financial position allows the Town to maintain the social programs and services it offers to residents and businesses.

**ENVIRONMENTAL SUSTAINABILITY:**

N/A

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

The results of the financial statements confirms that the Town is on solid financial ground and has stable revenue to meet its financial obligations. The financial statements and audit ensure that the Town is following generally accepted accounting principles and is compliant with municipal reporting requirements.

**ORGANIZATIONAL:**

The preparation of the annual financial statements requires a significant amount of staff resources each year.

Administration will be working with Council in the coming year on an update to the Town's Budget Policy and other financial policies and documents that will assist the Town in meeting its financial demands for the next 10 to 15 years.

**OPERATIONAL:**

Having sufficient reserves, tax revenue, grant funding, and other revenue ensures that the Town can continue to provide municipal services and programs to the community.

The financial statement results will help the organization build more robust operating and capital budgets that focus on and improve the long-term sustainability of the Town.

**FINANCIAL:**

The annual financial statements reflect the current financial position of the Town and help to identify financial strengths and financial weaknesses within the organization. The financial statements demonstrate that the Town is on a solid path towards improving its financial well-being through increased reserve funding balances and less reliance of municipal debt.

**POLICY:**

Section 276 of the *Municipal Government Act of Alberta* requires each Alberta municipality to prepare annual financial statements and make its financial statements available to the public by May 1 of the following year. Each municipality must submit their financial statements to the Minister by May 1 of the following year.

**IMPLEMENTATION:**

N/A



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**BACKGROUND:**

Darren Adamson, CPA from Avail CPA will present the 2024 Town of Strathmore Consolidated Financial Statements to Council. Mr. Adamson will provide an overview of the 2024 financial statements to Council.

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

The Town's 2023 Audited Annual Financial Statements were originally issued with a Qualified Opinion, due to the omission of PS 3280 Asset Retirement Obligation (ARO) at the time. Administration completed the calculations for ARO in 2024. In collaboration with our Auditors at Avail LLP, Administration determined that the best course of action was to retroactively apply PS 3280 Asset Retirement Obligation (ARO) to the December 31, 2023 year-end.

The changes are reflected in the 2023 Annual Audited Financial Statements (as restated), and, in the 2024 Annual Audited Financial Statements. The changes are described in Note 2 Change in Accounting Policy of the Draft 2024 Annual Audited Financial Statements.

The change in accounting policy has necessitated a \$125,000 reduction in the Financial Stabilization Reserve to accurately reflect the impact of retroactively applying the PS 3280 Accounting Standard. This is best practice to ensure Reserves are accurately accounted for and represented in the Financials of the Town. Note that this change does not change the overall financial position of the Town, it just accounts for the retroactive changes correctly in the financial statements at December 31, 2024. Council authorized this change on April 7, 2025.

Some key highlights from the 2024 financial statements:

- Reduction of debt from \$16.1 million to \$13.9 million
- Reduction of the Town's debt percentage from 29.7% to 23.6%.
- Increased reserve fund balance from \$14.0 million to \$16.9 million
- Favourable shift from Net Financial Debt position (\$2.0 million) at December 31, 2023 to Net Financial Asset position (\$2.5 million) at December 31, 2024.

**DESIRED OUTCOMES:**

The desired outcome is to have unqualified financial statements that present fairly the financial position of the Town.

**COMMUNICATIONS:**

The 2024 Financial Statements will be posted on the website. The communications team will work with the financial services department to communicate the 2024 financial results to the community as part of the annual report.

**ALTERNATIVE ACTIONS/MOTIONS:**

N/A

**ATTACHMENTS:**[Attachment I: Financial statements DRAFTS](#)[Attachment II: Management letter DRAFT](#)[Attachment III: TOS Year-End Financials Presentation](#)

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Riley Brolly, Manager of Financial Planning, Budgeting &amp; Reporting

Approved  
- 11 Apr  
2025

Leana Ashbacher, Senior Manager of Financial Services

Approved  
- 11 Apr  
2025

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

Approved  
- 11 Apr  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 11 Apr  
2025

**TOWN OF STRATHMORE**  
**Consolidated Financial Statements**  
**For the year ended December 31, 2024**

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**TOWN OF STRATHMORE**  
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**For the year ended December 31, 2024**

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## INDEPENDENT AUDITOR'S REPORT

To: The Mayor and Members of Council of  
the Town of Strathmore

### *Opinion*

We have audited the consolidated financial statements of the Town of Strathmore which comprise the consolidated statement of financial position as at December 31, 2024, and the consolidated statements of operations, remeasurement gains and losses, change in net financial assets (debt) and cash flow for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying consolidated financial statements present fairly, in all material respects, the financial position of the Town of Strathmore as at December 31, 2024, the results of its operations, remeasurement gains and losses, change in its net financial assets (debt) and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

### *Basis for Opinion*

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Town in accordance with the ethical requirements that are relevant to our audit of the consolidated financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### *Emphasis of Matter*

We draw attention to note 2 to the financial statements which describes the amendments made to the prior year's figures as a result of adopting the new accounting standard PS 3280 Asset Retirement Obligations. Our audit opinion is not modified in respect of this matter.

### *Responsibilities of Management and Those Charged with Governance for the Financial Statements*

Management is responsible for the preparation and fair presentation of the consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the consolidated financial statements, management is responsible for assessing the Town's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Town or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Town's financial reporting process.

### *Auditor's Responsibilities for the Audit of the Financial Statements*

Our objectives are to obtain reasonable assurance about whether the consolidated financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

## INDEPENDENT AUDITOR'S REPORT, continued

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Town's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Town's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Lethbridge, Alberta

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Wednesday, April 16, 2025

Chartered Professional Accountants

## **MANAGEMENT'S RESPONSIBILITY FOR FINANCIAL REPORTING**

Management of the Town of Strathmore is responsible for the preparation, accuracy, objectivity and integrity of the accompanying consolidated financial statements and all other information contained within this Financial Report. Management believes that the consolidated financial statements present fairly the Town's financial position as at December 31, 2024 and the results of its operations for the year then ended.

The consolidated financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The consolidated financial statements include certain amounts based on estimates and judgments. Such amounts have been determined on a reasonable basis in order to ensure the consolidated financial statements are presented fairly in all material respects.

In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the consolidated financial statements.

The Town Council carries out its responsibilities for review of the consolidated financial statements principally through its Audit Committee. This committee meets with management and external auditors to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to the Audit Committee with and without the presence of management. The Town Council has approved the consolidated financial statements.

The consolidated financial statements have been audited by Avail LLP Chartered Professional Accountants, the independent external auditors appointed by the Town. The accompanying independent Auditor's Report outlines their responsibilities, the scope of the examination and their opinion on the Town's consolidated financial statements.

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Chief Administrative Officer

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Chief Financial Officer

**TOWN OF STRATHMORE**  
**CONSOLIDATED STATEMENT OF FINANCIAL POSITION**  
**As at December 31, 2024**

	2024	2023 (restated)
<b>Financial assets</b>		
Cash and temporary investments (note 3)	\$ 4,290,809	\$ 3,986,930
Taxes and grants in place of taxes receivable (note 4)	731,627	644,366
Trade and other receivables (note 5)	4,963,813	5,175,803
Investments (note 6)	12,553,676	11,705,399
	22,539,925	21,512,498
<b>Liabilities</b>		
Accounts payable and accrued liabilities	2,663,442	3,862,731
Employee benefit obligations (note 7)	266,687	225,298
Deposits	1,351,227	787,669
Deferred revenue (note 8)	1,693,646	2,331,235
Long-term debt (note 9)	13,942,176	16,137,124
Asset retirement obligations (note 10)	128,000	124,708
	20,045,178	23,468,765
<b>Net financial assets (debt)</b>	2,494,747	(1,956,267)
<b>Non-financial assets</b>		
Prepaid expenses	261,817	236,122
Inventory for consumption	117,583	118,455
Intangible assets (note 13)	627,122	50,424
Tangible capital assets (schedule 2)	216,015,372	217,571,097
	217,021,894	217,976,098
<b>Accumulated surplus</b>		
Accumulated operating surplus (note 11 and schedule 1)	219,516,641	216,019,831
Accumulated remeasurement gains (losses)	-	-
	\$ 219,516,641	\$ 216,019,831

*Commitments and contingencies* (note 21)

Approved on behalf of Council:

Councillor \_\_\_\_\_

Councillor \_\_\_\_\_



**TOWN OF STRATHMORE**  
**CONSOLIDATED STATEMENT OF OPERATIONS**  
For the year ended December 31, 2024

	Budget (Unaudited)	2024	2023 (restated)
<b>Revenue</b>			
Net municipal property taxes (note 15)	\$ 16,013,600	\$ 15,821,667	\$ 14,997,500
User fees and sales of goods	18,115,400	17,825,509	17,005,651
Government transfers for operating (note 16)	1,542,600	1,930,038	1,647,211
Investment income	405,300	687,307	398,167
Penalties and costs of taxes	210,000	203,979	223,635
Development levies	255,000	1,168,220	235,348
Licenses and permits	595,400	731,659	569,926
Gain on disposal of tangible capital assets	-	147,098	50,630
Other (note 10)	379,900	858,620	1,099,796
	37,517,200	39,374,097	36,227,864
<b>Expenses (note 17)</b>			
General government			
Legislative	403,300	449,779	441,912
Administration	6,556,300	6,632,747	6,124,676
Protective services			
Police, fire, disaster, ambulance and bylaw enforcement	6,847,700	6,707,627	6,081,619
Transportation services			
Transportation services	5,125,700	5,509,684	5,124,795
Environmental use and protection			
Water supply and distribution	3,848,000	3,546,368	3,856,539
Wastewater treatment and disposal	4,066,500	4,012,540	3,969,668
Waste management	1,349,200	1,383,578	1,242,488
Storm sewers and drainage	548,600	654,486	574,213
Public health and welfare			
Public health and welfare services	1,400,600	1,353,099	1,304,984
Planning and development			
Planning and development	902,500	981,507	845,744
Recreation and culture			
Parks and recreation	6,765,200	6,886,462	5,965,627
Culture - libraries, museums, halls	1,066,400	949,529	806,757
	38,880,000	39,067,406	36,339,022
<b>(Deficiency) excess of revenue over expenses before capital revenue</b>	<b>(1,362,800)</b>	<b>306,691</b>	<b>(111,158)</b>
<b>Capital revenue</b>			
Government transfers for capital (note 16)	3,292,000	3,190,119	3,048,726
<b>Excess of revenue over expenses</b>	<b>1,929,200</b>	<b>3,496,810</b>	<b>2,937,568</b>
<b>Accumulated operating surplus, beginning of year</b>	<b>216,019,831</b>	<b>216,019,831</b>	<b>213,082,263</b>
<b>Accumulated operating surplus, end of year</b>	<b>\$ 217,949,031</b>	<b>\$ 219,516,641</b>	<b>\$ 216,019,831</b>

**TOWN OF STRATHMORE**  
**CONSOLIDATED STATEMENT OF REMEASUREMENT GAINS AND LOSSES**  
For the year ended December 31, 2024

	2024	2023
<b>Accumulated remeasurement gains (losses), beginning of year</b>	\$ -	\$ -
Unrealized gains (losses) attributable to: Equity investments	-	-
Amounts reclassified to statements of operations: Equity investments realized gains	-	-
<b>Net remeasurement gains (losses) for the year</b>	-	-
<b>Accumulated remeasurement gains (losses), end of year</b>	\$ -	\$ -

**TOWN OF STRATHMORE**  
**CONSOLIDATED STATEMENT OF CHANGE IN NET FINANCIAL ASSETS (DEBT)**  
**For the year ended December 31, 2024**

	Budget (Unaudited)	2024	2023 (restated)
<b>Excess of revenue over expenses</b>	<b>\$ 1,929,200</b>	<b>\$ 3,496,810</b>	<b>\$ 2,937,568</b>
Acquisition of tangible capital assets	(7,014,000)	(5,095,593)	(4,061,110)
Amortization of tangible capital assets	6,025,200	6,644,055	6,154,277
Net loss on disposal of tangible capital assets	-	-	42,369
Proceeds on disposal of tangible capital assets	-	154,927	96,128
Acquisition of intangible assets	-	(589,496)	(50,425)
Amortization of intangible assets	-	12,798	-
(Gain) loss on disposal of intangible assets	-	(147,664)	-
	(988,800)	979,027	2,181,239
Net change in inventory for consumption	-	872	(16,390)
Net change in prepaid expense	-	(25,695)	(89,819)
	-	(24,823)	(106,209)
<b>Increase in net financial debt</b>	<b>940,400</b>	<b>4,451,014</b>	<b>5,012,598</b>
<b>Net financial debt, beginning of year</b>	<b>(1,956,267)</b>	<b>(1,956,267)</b>	<b>(6,968,865)</b>
<b>Net financial assets (debt), end of year</b>	<b>\$ (1,015,867)</b>	<b>\$ 2,494,747</b>	<b>\$ (1,956,267)</b>

**TOWN OF STRATHMORE**  
**CONSOLIDATED STATEMENT OF CASH FLOW**  
For the year ended December 31, 2024

	2024	2023 (restated)
<b>Operating transactions</b>		
Excess of revenue over expenses	\$ 3,496,810	\$ 2,937,568
Adjustments for items which do not affect cash		
Net loss on disposal of tangible capital assets	-	42,369
Amortization of tangible capital assets	6,644,055	6,154,277
Accretion of asset retirement obligation	3,293	3,207
Amortization of intangible assets	12,798	-
(Gain) loss on disposal of intangible assets	(147,664)	-
	10,009,292	9,137,421
Net change in non-cash working capital items		
Taxes and grants in place of taxes receivable	(87,261)	136,550
Trade and other receivables	211,990	(3,062,869)
Inventory for consumption	872	(16,390)
Prepaid expenses	(25,695)	(89,819)
Accounts payable and accrued liabilities	(1,199,289)	(812,835)
Employee benefit obligations	41,389	49,149
Deposits	563,558	(87,582)
Deferred revenue	(637,589)	1,920,574
Cash provided by operating transactions	8,877,267	7,174,199
<b>Capital transactions</b>		
Proceeds on disposal of tangible capital assets	154,927	96,128
Acquisition of tangible capital assets	(5,095,593)	(4,061,110)
Acquisition of intangible assets	(589,496)	(50,425)
Cash applied to capital transactions	(5,530,162)	(4,015,407)
<b>Investing transactions</b>		
(Increase) decrease of investments	(848,278)	23,440
<b>Financing transactions</b>		
Repayment of long-term debt	(2,194,948)	(2,581,599)
<b>Increase in cash and temporary investments</b>	303,879	600,633
<b>Cash and temporary investments, beginning of year</b>	3,986,930	3,386,297
<b>Cash and temporary investments, end of year</b>	\$ 4,290,809	\$ 3,986,930

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**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**For the year ended December 31, 2024**

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**1. Significant accounting policies**

The consolidated financial statements of the Town of Strathmore are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Chartered Professional Accountants of Canada. Significant aspects of the accounting policies adopted by the Town are as follows:

**(a) Reporting entity**

The consolidated financial statements reflect the assets, liabilities, revenue and expenses, changes in fund balances and change in financial position of the reporting entity which comprises all of the organizations that are owned or controlled by the Town and are accountable to the Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes operating requisitions for educational, and other external organizations that are not controlled by the Municipal Council.

The statements exclude trust assets that are administered for the benefit of external parties.

**(b) Basis of accounting**

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay. Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

**(c) Use of estimates**

The preparation of financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expense during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

There is measurement uncertainty related to asset retirement obligations as it involves estimates in determining settlement amount, discount rates and timing of settlement. Changes to any of these estimates and assumptions may result in change to the obligation.

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**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**For the year ended December 31, 2024**

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**1. Significant accounting policies, continued**

(d) Valuation of financial assets and liabilities

The Town's financial assets and financial liabilities are measured as follows:

Financial statement component	Measurement
Cash	Cost and amortized cost
Short-term investments	Amortized cost
Trade and other receivables	Lower of cost or net recoverable value
Investments	Fair value and amortized cost
Accounts payable and accrued liabilities	Cost
Bank indebtedness and long-term debt	Amortized cost

(e) Investments

Investments in derivatives and equity instruments quoted in an active market are carried at fair value with transactions costs expensed upon initial recognition. Unrealized changes in fair value are recognized in the statement of remeasurement gains and losses. When the investment is disposed of the accumulated gains or losses are reclassified to the statement of operations.

Investments in interest bearing securities are recorded at amortized cost. Investment premiums and discounts are amortized on the net present value basis over the term of the respective investments. When there has been a loss in value that is other than a temporary decline, the respective investment is written down to recognize the loss.

(f) Long-term debt

Long-term debt is initially recognized net of any premiums, discounts, fees and transactions costs, with interest expense recognized using the effective interest method. Long-term debt is subsequently measured at amortized cost.

(g) Asset retirement obligation

A liability for an asset retirement obligation is recognized at the best estimate of the amount required to retire a tangible capital asset at the financial statement date when there is a legal obligation for the town to incur retirement costs, the past transaction or event giving rise to the liability has occurred, it is expected that future economic benefits will be given up, and a reasonable estimate of the amount can be made. The best estimate of the liability includes all costs directly attributable to asset retirement activities, based on information available at year-end. The best estimate of an asset retirement obligation incorporates a present value technique, when the cash flows required to settle or otherwise extinguish an asset retirement obligation are expected to occur over extended future periods.

When a liability for an asset retirement obligation is initially recognized, a corresponding asset retirement cost is capitalized to the carrying amount of the related tangible capital asset. The asset retirement cost is amortized over the useful life of the related asset. Asset retirement obligations which are incurred incrementally with use of the asset are recognized in the period incurred with a corresponding asset retirement cost expensed in the period.

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**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**For the year ended December 31, 2024**

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**1. Significant accounting policies, continued**

(g) Asset retirement obligation, continued

At each financial reporting date, the Town reviews the carrying amount of the liability. The Town recognizes period-to-period changes to the liability due to the passage of time as accretion expense. Changes to the liability arising from revisions to either the timing, the amount of the original estimate of undiscounted cash flows or the discount rate are recognized as an increase or decrease to the carrying amount of the related tangible capital asset. The Town continues to recognize the liability until it is settled or otherwise extinguished. Disbursements made to settle the liability are deducted from the reported liability when they are made.

(h) Requisition over-levy and under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

(i) Tax revenue

Tax revenues are recognized when the tax has been authorized by bylaw and the taxable event has occurred.

Requisitions operate as a flow through and are excluded from municipal revenue.

(j) Inventory for resale

Land held for resale is recorded at the lower of cost and net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping, and leveling charges. Related development costs incurred to provide infrastructure such as water and waste water services, roads, sidewalks, and street lighting are recorded as physical assets under their respective function.

(k) Contaminated sites liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

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**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**For the year ended December 31, 2024**

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**1. Significant accounting policies, continued**

(l) Revenue recognition

Revenue from transactions with no performance obligation is recognized at realizable value when the Town has the authority to claim or retain an inflow of economic resources and identifies a past transaction or event giving rise to an asset.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sales of goods are recognized when goods are delivered. Licenses and permits with a single performance obligation at a point in time are recognized as revenue on issuance, those which result in a continued performance obligation over time are recognized over the period of the license or permit as the performance obligation is satisfied.

(m) Government transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

(n) Deferred revenue

Deferred revenue represent government transfers, donations, and other amounts which have been collected, but for which the related services have yet to be performed or agreement stipulations have not been met. These amounts will be recognized as revenues when revenue recognition criteria have been met. Interest earned on deferred revenues, reserves, and offsite levies are calculated using an average investment earnings monthly.

(o) Non-financial assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets (Debt) (Debt) for the year.

(i) Tangible capital assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	Years
Land improvements	15-25
Buildings	25-50
Engineered structures	45-75
Machinery and equipment	5-25
Vehicles	10-25



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**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**For the year ended December 31, 2024**

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**1. Significant accounting policies, continued**

(o) Non-financial assets, continued

(i) Tangible capital assets, continued

One-half of the annual amortization is charged in the year of acquisition and disposal. Assets under construction are not amortized until available for productive use.

(ii) Contributions of tangible capital assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

(iii) Intangible asset

Intangible assets are recorded at cost. The cost less residual value of the intangible assets with a finite life are amortized on a straight-line basis over their estimated useful life as follows:

	Years
Water licenses - definite	25

Intangible assets with an indefinite life are not amortized and are monitored annually for impairment.

(iv) Inventories

Inventories for consumption are recorded at the lower of cost and replacement cost.

(p) Future accounting standard pronouncements

The following summarizes upcoming changes to Canadian public sector accounting standards. In 2024, the Town will continue to assess the impact and prepare for the adoption of these standards. While the timing of standard adoption may vary, certain standards must be adopted concurrently.

a) The Conceptual Framework of Financial Reporting in the Public Sector

The Conceptual Framework is the foundation for public sector financial reporting standard setting. It replaces the conceptual aspects of Section PS 1000 Financial Statement Concepts and Section PS 1100 Financial Statement Objectives. The conceptual framework highlights considerations fundamental for the consistent application of accounting issues in the absence of the specific standards. The standard is applicable for the fiscal years beginning on or after April 1, 2026.

b) PS 1202 Financial Statement Presentation

Section PS 1202 sets out general and specific requirements for the presentation of information in general purpose financial statements. The financial statement presentation principles are based on the concepts within the Conceptual Framework. The standard is applicable for the fiscal years beginning on or after April 1, 2026.

**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**For the year ended December 31, 2024**

**2. Change in accounting policy**

Effective January 1, 2023 the Town adopted the new accounting standard PS 3280 Asset Retirement Obligations and applied the standard using the modified retroactive approach with restatement of prior year comparative information.

On the effective date of the PS 3280 standard, the Town recognized the following to conform to the new standard:

- asset retirement obligations, adjusted for accumulated accretion to the effective date;
- asset retirement cost capitalized as an increase to the carrying amount of the related tangible capital assets in productive use;
- accumulated amortization on the capitalized cost; and
- adjustment to the opening balance of the accumulated surplus/deficit.

Amounts are measured using information, assumptions and discount rates where applicable that are current on the effective date of the standard. The amount recognized as an asset retirement cost is measured as of the date the asset retirement obligation was incurred. Accumulated accretion and amortization are measured for the period from the date the liability would have been recognized had the provisions of this standard been in effect to the date as of which this standard is first applied.

Impact on the prior year's financial statements as a result of the change in accounting policy is as follows:

		2023	
	As previously reported	Adjustment recognized	As restated
<b>Statement of operations</b>			
Revenue	36,227,864	-	36,227,864
Expenses	36,334,721	4,301	36,339,022
Capital revenue	3,048,726	-	3,048,726
Excess of revenue over expenses	2,941,869	(4,301)	2,937,568
Accumulated surplus (deficit), beginning of year	213,191,829	(109,566)	213,082,263
Accumulated surplus (deficit), end of year	216,133,698	(113,867)	216,019,831
<b>Statement of financial position</b>			
Financial assets	21,512,498	-	21,512,498
Liabilities	23,344,056	124,709	23,468,765
Net financial assets (net debt)	(1,831,558)	(124,709)	(1,956,267)
Non-financial assets	217,965,256	10,842	217,976,098
Accumulated surplus (deficit), end of year	216,133,698	(113,867)	216,019,831
<b>Statement of change in net financial assets (net debt)</b>			
Excess of revenue over expenses	2,941,869	(4,301)	2,937,568
Net financial assets (net debt), beginning of year	(6,847,364)	(121,501)	(6,968,865)
Net financial assets (net debt), end of year	(1,831,558)	(124,709)	(1,956,267)

**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
For the year ended December 31, 2024

**3. Cash and temporary investments**

	2024	2023
Cash	\$ 4,290,809	\$ 3,700,836
Temporary investments	-	286,094
	<u>\$ 4,290,809</u>	<u>\$ 3,986,930</u>

Temporary investments consist of a high interest savings account with variable interest rates.

The Town has an available overdraft loan in the amount of \$770,000 with interest at a rate of prime less 0.75%. Security consists of a general security agreement. This amount is undrawn.

**4. Taxes and grants in place of taxes receivables**

	2024	2023
Taxes and grants in place of taxes receivable	\$ 559,647	\$ 472,749
Arrears	171,980	171,617
	<u>\$ 731,627</u>	<u>\$ 644,366</u>

**5. Trade and other receivables**

	2024	2023
Local Government Fiscal Framework	\$ 1,737,417	\$ -
Trade accounts receivable - operating	1,150,277	1,059,127
Utilities receivable	1,140,196	976,838
Canada Community Building Fund	885,348	1,657,423
Goods and services tax receivable	106,995	106,005
Allowance for doubtful accounts	(56,420)	(56,420)
Municipal Sustainability Initiative	-	1,432,830
	<u>\$ 4,963,813</u>	<u>\$ 5,175,803</u>

**6. Investments**

	2024		2023	
	Carrying value	Market value	Carrying value	Market value
Commercial notes	\$ 12,549,348	\$ 11,945,227	\$ 11,701,281	\$ 11,441,698
Other	4,328	4,328	4,118	4,118
	<u>\$ 12,553,676</u>	<u>\$ 11,949,555</u>	<u>\$ 11,705,399</u>	<u>\$ 11,445,816</u>

Commercial notes consist of government or government guaranteed bonds, are recorded at amortized cost, and have interest rates from 1.67% to 4.35% (2023 - 1.67% to 3.22%). Maturity dates are from the year 2027 to 2034.

Investment income recognized in the statement of operations includes \$490,421 (2023 - \$143,505) of interest income.

**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
For the year ended December 31, 2024

**7. Employee benefit obligations**

	2024	2023
Vacation payable	\$ 238,944	\$ 197,090
Overtime payable	27,743	28,208
	<u>\$ 266,687</u>	<u>\$ 225,298</u>

The vacation and overtime liability is vested and employees are entitled to these benefits within the next budgetary year.

**8. Deferred revenue**

	2024	2023
Canada Community Building Fund	\$ 1,047,379	\$ 1,326,186
Other	341,720	315,296
Local Government Fiscal Framework	137,835	-
Family and Community Support Services	136,712	222,450
Community Foundation grant	30,000	30,000
Municipal Sustainability Initiative	-	291,522
Alberta Community Partnership	-	145,781
	<u>\$ 1,693,646</u>	<u>\$ 2,331,235</u>

Deferred revenue, together with any earnings thereon, is restricted by agreement. These funds are recognized as revenue in the period they are used for the purpose specified.

**9. Long-term debt**

	2024	2023
Self-supported long-term debt - capital	<u>\$ 13,942,176</u>	<u>\$ 16,137,124</u>
Current portion	<u>\$ 2,221,821</u>	<u>\$ 2,194,938</u>

Principal and interest repayments are due as follows:

	Principal	Interest	Total
2025	\$ 2,221,821	\$ 362,287	\$ 2,584,108
2026	1,419,035	298,258	1,717,293
2027	3,474,986	256,924	3,731,910
2028	909,850	161,751	1,071,601
2029	5,094,702	98,177	5,192,879
Thereafter	821,782	4,336	826,118
	<u>\$ 13,942,176</u>	<u>\$ 1,181,733</u>	<u>\$ 15,123,909</u>

Long term debt is repayable to the Treasury Board and Finance, Canada Mortgage and Housing Corporation, CIBC and Lee Maher Engineering Associates Ltd. Interest rates range from 0% to 6.03% per annum.

**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
For the year ended December 31, 2024

**9. Long-term debt, continued**

The long term debt is issued on the credit and security of the Town at large. The average annual interest rate is 3.01% (3.01% for 2023). Interest on long-term debt amounted to \$382,904 (2023 - \$483,065). The Town's total cash payments for interest in 2024 were \$517,456 (2023 - \$517,456).

**10. Asset retirement obligation**

**Asbestos abatement**

The Town owns a building which contains asbestos and, therefore, the Town is legally required to perform abatement activities upon renovation or demolition of this building. Abatement activities include handling and disposal of the asbestos in a prescribed manner when it is disturbed. The estimated total liability is based on the sum of discounted future cash flows for abatement activities using a discount rate of 2.64% and assuming annual inflation of 2.4%. The Town has not designated assets for settling the abatement activities.

Asset retirement obligations are expected to be settled over the next 8 to 25 years.

	2024	2023 (restated see note 2)
Balance, beginning of year	\$ 124,708	\$ 121,500
Liabilities incurred	-	-
Liabilities settled	-	-
Change in estimated cash flows	-	-
Accretion expenses	3,292	3,208
Balance, end of year	\$ 128,000	\$ 124,708

**11. Accumulated operating surplus**

Accumulated operating surplus consists of internally restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2024	2023 (restated)
Unrestricted surplus	\$ 14,526	\$ 664,409
Internally restricted reserves (note 12)	16,929,797	13,995,733
Equity in tangible capital assets (note 14)	201,945,196	201,309,265
Equity in intangible assets (note 13)	627,122	50,424
	\$ 219,516,641	\$ 216,019,831

**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
For the year ended December 31, 2024

**12. Reserves**

Council has set up reserves for various purposes. These reserves are either required by legislation or set up at the discretion of Council to provide funding for future expenses.

	2024	2023
<b>Operating</b>		
Financial stabilization	\$ 5,102,768	\$ 3,107,346
Snow reserve	110,296	-
Development application	70,000	-
	5,283,064	3,107,346
<b>Capital</b>		
Water	1,600,589	1,680,597
Wastewater	1,568,065	1,341,569
Storm sewer	1,115,404	1,012,777
Capital equipment and infrastructure replacement	436,021	1,238,744
Recreation and parks	387,589	86,798
Fire	211,788	248,171
Affordable Housing	151,477	145,791
General municipal	141,463	136,153
Solid waste	100,852	97,067
Roads	77,418	52,462
	5,790,666	6,040,129
<b>Offsite Levies</b>		
Storm water	1,867,899	1,757,639
Water	1,686,199	1,300,469
Wastewater	1,303,951	1,114,633
Roads	639,213	335,109
Cash in lieu - Municipal reserves	358,805	340,408
	5,856,067	4,848,258
	\$ 16,929,797	\$ 13,995,733

**13. Intangible asset**

Definite life intangible assets consist of water licenses with a carrying value of \$627,122.

					2024	2023 (restated)
		Cost		Accumulated amortization	Net	Net
Water licenses - definite	\$	639,920	\$	12,798	\$ 627,122	\$ 50,424

**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
For the year ended December 31, 2024

**14. Equity in tangible capital assets**

	2024	2023 (restated)
Tangible capital assets (schedule 2)	\$ 311,328,567	\$ 306,619,242
Accumulated amortization (schedule 2)	(95,313,195)	(89,048,145)
Asset retirement obligation (note 10)	(128,000)	(124,708)
Long-term debt (note 9)	(13,942,176)	(16,137,124)
	<u>\$ 201,945,196</u>	<u>\$ 201,309,265</u>

**15. Net municipal property taxes**

	Budget (Unaudited)	2024	2023
<b>Net municipal taxes (after requisitions)</b>			
Real property taxes	\$ 12,727,600	\$ 12,579,307	\$ 11,921,537
Business taxes	3,284,100	2,652,078	2,570,163
Linear property taxes	1,900	575,852	486,076
Government grants in place of property taxes	-	14,430	19,724
	<u>16,013,600</u>	<u>15,821,667</u>	<u>14,997,500</u>
<b>Requisitions</b>			
Alberta School Foundation Fund	5,503,830	5,503,830	5,188,333
Christ the Redeemer School Division	459,803	459,803	412,422
Wheatland Housing requisition	145,154	145,154	195,564
	<u>\$ 6,108,787</u>	<u>\$ 6,108,787</u>	<u>\$ 5,796,319</u>

**16. Government transfers**

	Budget (Unaudited)	2024	2023
<b>Transfers for operating:</b>			
Provincial government	\$ 857,300	\$ 1,340,909	\$ 1,095,324
Municipal government	673,800	571,142	531,081
Federal government	11,500	17,987	20,806
	<u>1,542,600</u>	<u>1,930,038</u>	<u>1,647,211</u>
<b>Transfers for capital:</b>			
Provincial government	3,292,000	1,986,534	2,879,136
Federal government	-	1,203,585	169,590
	<u>3,292,000</u>	<u>3,190,119</u>	<u>3,048,726</u>
	<u>\$ 4,834,600</u>	<u>\$ 5,120,157</u>	<u>\$ 4,695,937</u>

**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
For the year ended December 31, 2024

**17. Expenses by object**

	Budget (Unaudited)	2024	2023 (restated)
Salaries, wages and benefits	\$ 13,977,200	\$ 14,473,625	\$ 13,072,420
Contracted and general services	12,700,000	12,113,463	11,460,852
Materials, goods and utilities	4,669,200	4,331,410	4,134,576
Bank charges and short term interest	66,000	97,632	72,671
Interest on long term debt	444,700	382,904	483,065
Transfers to local boards and agencies	519,500	538,596	427,204
Amortization of tangible capital assets	6,025,200	6,644,055	6,154,278
Accretion of asset retirement obligation	-	3,293	3,207
Transfers to other governments	478,200	469,630	437,750
Amortization of intangible assets	-	12,798	-
Loss on disposal of tangible capital assets	-	-	92,999
	<b>\$ 38,880,000</b>	<b>\$ 39,067,406</b>	<b>\$ 36,339,022</b>

**18. Debt limits and debt servicing limit**

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Town be disclosed as follows:

	2024	2023
Total debt limit	\$ 59,061,146	\$ 54,341,795
Total debt	13,942,176	16,137,124
	<b>\$ 45,118,970</b>	<b>\$ 38,204,671</b>
Debt servicing limit	\$ 9,843,524	\$ 9,056,966
Debt servicing	2,584,108	2,639,680
	<b>\$ 7,259,416</b>	<b>\$ 6,417,286</b>

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limits requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Municipal Affairs to identify municipalities which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.



**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**For the year ended December 31, 2024**

**19. Financial instruments**

The Town's financial instruments consist of cash and temporary investments, accounts receivable, investments, accounts payable and accrued liabilities, deposit liabilities and long-term debt. It is management's opinion that the Town is not exposed to significant interest or currency risk arising from these financial instruments.

The Town is subject to credit risk with respect to taxes and grants in place of taxes receivables and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the Town provides services may experience financial difficulty and be unable to fulfil their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the carrying value of the financial instrument approximates fair value.

**20. Salary and benefits disclosure**

Disclosure of salaries and benefits for elected municipal officials, the chief administrative officer and designated officers as required by Alberta Regulation 313/2000 is as follows:

	(1)	(2)		
	Salary	Benefits & allowances	2024	2023
Mayor Pat Fule	\$ 65,994	\$ 3,751	\$ 69,745	\$ 68,700
Councillor Jason Montgomery	36,332	10,148	46,480	44,765
Councillor Debbie Mitzner	36,782	5,152	41,934	41,850
Councillor Richard Wegener	37,382	10,238	47,620	46,954
Councillor Denise Peterson	37,232	1,873	39,105	40,278
Councillor Melissa Langmaid	40,082	5,348	45,430	40,208
Councillor Brent Wiley	36,132	1,974	38,106	37,432
CAO (1)	260,293	56,247	316,540	301,173
Designated Officers (2)	\$ 169,397	\$ 35,206	\$ 204,603	\$ 205,664

(1) Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

(2) Benefits and allowances include the employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long- and short-term disability plans, professional memberships, and tuition. Benefits and allowances figures also include the employer's share of the costs of additional taxable benefits.

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**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**For the year ended December 31, 2024**

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**21. Commitments and contingencies**

The Town is a member of the Alberta Municipal Insurance Exchange (MUNIX) which provides liability insurance. Under the terms of the membership, the Town could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

The Town contracted EPCOR Water Services Inc. to provide management and operations services related to the public utilities and infrastructure system until 2028. Billing under the contract is an annual rate of \$2,667,624, adjusted yearly by the consumer price index.

The Town has contracted Capital Power Canada Ltd. to provide a supply of electricity for Town owned facilities. The contract is in effect from January 1, 2024 until December 31, 2026. The Town is obligated to purchase a minimum of 3,933,000 kWh to a maximum of 6,555,000 kWh at \$0.053 per kWh.

The Town has entered in an agreement with Alberta Municipal Services Corporation to provide a future supply of electricity for Town owned facilities. The agreement is from January 1, 2027 until December 31, 2033, with a bid price to be determined at a future date and estimated usage of 5,956,800 kWh of electricity per year.

The Town has contracted Access Gas Services Inc. to provide a supply of natural gas for Town owned facilities. The contract is in effect from January 1, 2023 to December 31, 2026 with a maximum bid price of \$5.37 per GJ and estimates a purchase and usage of 26,751 GJs of natural gas per year.

The Town has entered in an agreement with Alberta Municipal Services Corporation to provide a future supply of natural gas for Town owned facilities. The agreement is from January 1, 2027 until December 31, 2027, with a fixed price of \$3.2800/GJ and estimated usage of 25,350 GJs of natural gas per year of electricity per year.

The Town has contracted with the Western Irrigation District to deal with municipal storm water issues. The contract is in effect until 2027. Billing under the contract is an annual rate of \$32,315 adjusted yearly by the consumer price index. The contract is currently under renegotiation to cover expanded areas.

The Town has contracted Blu Planet Recycling Inc. to provide curbside solid waste and organic collection and disposal, and operation of the recycling facility from January 1, 2024 to December 31, 2028. Billing under the contract is based on the number of households and total tonnes collected, totaling approximately \$770,000 per year. The recycling contract is \$185,745 for 2025.

The Town has contracted the City of Calgary to supply the Town's potable water until December 31, 2035. The Town pays a fixed flow charge of \$2,244.4493 per day per (2025), totaling approximately \$819,000 per year. The Town will pay a variable water supply rate of \$0.363400 per cubic meter (2025) and estimates a purchase of 1.4 million cubic meters annually, totaling approximately \$509,000 per year.

The Town has an agreement with Wild Rose Assessment Services Inc. to provide assessment services, which are required by municipalities to carry out the assessment of property within each municipality, primarily for taxation purposes. The contract is from April 1, 2023 to March 31, 2028. Under the terms of the agreement the Town is committed to \$120,000 for 2025.

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**TOWN OF STRATHMORE**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**For the year ended December 31, 2024**

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**22. Local authorities pension plan**

Employees of the Town participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pensions Plans Act. The LAPP is financed by the employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Town is required to make current service contributions to the LAPP of 8.45% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 11.65% on pensionable earnings above this amount.

Total current service contributions by the Town to the LAPP in 2024 were \$763,702 (2023 - \$715,606). Total current service contributions by the employees of the Town to the LAPP in 2024 were \$680,247 (2023 - \$637,339).

At December 31, 2023, the LAPP disclosed an actuarial surplus of \$15.06 billion.

**23. Budget amounts**

The 2024 budget for the Town was approved by Council on December 6, 2023 and has been reported in the consolidated financial statements for information purposes only. These budget amounts have not been audited, reviewed, or otherwise verified.

The approved budget contained reserve transfers, capital additions and principal payments on debt as expenditures. Since these items are not included in the amounts reported in the consolidated financial statements, they have been excluded from the budget amounts presented in these financial statements.

Budgeted surplus per financial statements	\$ 1,929,200
Less: Capital expenditures	(7,014,000)
Long-term debt repayments	(2,195,000)
Transfers to reserves	(2,654,900)
Add: Amortization	6,025,200
Transfers from reserves	3,909,500
Equals: Balanced budget	\$ -

**24. Contaminated sites liability**

The Town has adopted PS3260 liability for contaminated sites. The Town has not identified any financial liabilities as a result of this standard.

**25. Approval of financial statements**

These financial statements were approved by Council and Management.

**TOWN OF STRATHMORE**  
**SCHEDULES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
For the year ended December 31, 2024

**Schedule of changes in accumulated operating surplus**

**Schedule 1**

	Unrestricted	Restricted reserves	Equity in tangible capital assets	Equity in intangible assets	2024	2023 (restated)
Balance, beginning of year	\$ 664,409	\$ 13,995,733	\$ 201,309,265	\$ 50,424	\$ 216,019,831	\$ 213,082,263
Excess of revenue over expenses	3,496,810	-	-	-	3,496,810	2,937,568
Unrestricted funds designated for future use	(5,735,316)	5,735,316	-	-	-	-
Restricted funds used for operations	305,715	(305,715)	-	-	-	-
Restricted funds used for tangible capital assets	-	(2,495,537)	2,495,537	-	-	-
Current year funds used for tangible capital assets	(2,600,056)	-	2,600,056	-	-	-
Disposal of tangible capital assets	7,262	-	(7,262)	-	-	-
Amortization of tangible capital assets	6,644,055	-	(6,644,055)	-	-	-
Asset retirement obligation accretion expense	3,293	-	(3,293)	-	-	-
Long-term debt related to tangible capital assets repaid	(2,194,948)	-	2,194,948	-	-	-
Amortization of intangible assets	12,798	-	-	(12,798)	-	-
Current year funds used for intangible assets	(589,496)	-	-	589,496	-	-
Change in accumulated surplus	(649,883)	2,934,064	635,931	576,698	3,496,810	2,937,568
<b>Balance, end of year</b>	<b>\$ 14,526</b>	<b>\$ 16,929,797</b>	<b>\$ 201,945,196</b>	<b>\$ 627,122</b>	<b>\$ 219,516,641</b>	<b>\$ 216,019,831</b>

**TOWN OF STRATHMORE**  
**SCHEDULES TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
For the year ended December 31, 2024

**Schedule of tangible capital assets**

**Schedule 2**

	Land	Land improvements	Buildings	Engineered structures	Machinery and equipment	Vehicles	Construction in progress	2024	2023 (restated)
<b>Cost:</b>									
Balance, beginning of year	\$ 17,877,520	\$ 10,307,899	\$ 50,294,966	\$ 208,621,096	\$ 14,279,351	\$ 3,954,126	\$ 1,284,284	\$ 306,619,242	\$ 302,862,074
Acquisitions	-	-	887,971	515,810	1,306,620	1,229,163	1,156,029	5,095,593	4,061,110
Transfers	-	54,281	619,290	-	91,301	398,700	(1,163,572)	-	-
Disposals	-	-	-	-	(233,811)	(149,162)	(3,295)	(386,268)	(303,942)
Balance, end of year	17,877,520	10,362,180	51,802,227	209,136,906	15,443,461	5,432,827	1,273,446	311,328,567	306,619,242
<b>Accumulated amortization:</b>									
Balance, beginning of year	-	3,793,855	13,443,910	63,004,514	6,673,068	2,132,797	-	89,048,145	83,059,315
Annual amortization	-	93,454	1,338,940	4,095,333	852,923	263,405	-	6,644,055	6,154,276
Disposals	-	-	-	-	(229,843)	(149,162)	-	(379,005)	(165,446)
Balance, end of year	-	3,887,309	14,782,850	67,099,847	7,296,148	2,247,040	-	95,313,195	89,048,145
<b>Net book value</b>	<b>\$ 17,877,520</b>	<b>\$ 6,474,871</b>	<b>\$ 37,019,377</b>	<b>\$ 142,037,059</b>	<b>\$ 8,147,313</b>	<b>\$ 3,185,787</b>	<b>\$ 1,273,446</b>	<b>\$ 216,015,372</b>	<b>\$ 217,571,097</b>
<b>2023 net book value</b>	<b>\$ 17,877,520</b>	<b>\$ 6,514,045</b>	<b>\$ 36,851,054</b>	<b>\$ 145,616,582</b>	<b>\$ 7,606,283</b>	<b>\$ 1,821,329</b>	<b>\$ 1,284,284</b>	<b>\$ 217,571,097</b>	

Engineered structures of NIL (2023 - NIL) were acquired as contributed tangible capital assets.

**TOWN OF STRATHMORE**  
**SCHEDULE TO THE CONSOLIDATED FINANCIAL STATEMENTS**  
**For the year ended December 31, 2024**

**Schedule of segmented disclosure**

**Schedule 3**

	General government	Protective services	Transportation services	Environmental services	Public health services	Planning and development	Recreation and culture	Total
<b>Revenue</b>								
Net municipal property taxes	\$ 15,821,667	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,821,667
User fees and sales of goods	3,387,928	278,586	693,564	11,647,923	145,519	24,050	1,647,939	17,825,509
Government transfers for operating	209,692	419,030	84,546	70,000	563,400	115,346	468,024	1,930,038
Investment income	687,307	-	-	-	-	-	-	687,307
Penalties and costs of taxes	201,188	-	-	2,791	-	-	-	203,979
Development levies	-	-	467,746	700,474	-	-	-	1,168,220
Licenses and permits	-	459,526	-	-	2,350	269,783	-	731,659
Gain on disposal of capital assets	-	-	147,098	-	-	-	-	147,098
Other	14,028	618,718	48,795	70,425	45,718	-	60,936	858,620
	20,321,810	1,775,860	1,441,749	12,491,613	756,987	409,179	2,176,899	39,374,097
<b>Expenses</b>								
Salaries, wages and benefits	4,524,687	3,067,936	1,464,897	546,448	610,952	741,345	3,517,360	14,473,625
Contracted and general services	1,802,824	3,173,621	623,165	4,912,796	218,051	231,379	1,151,627	12,113,463
Materials, goods and utilities	171,950	216,924	1,221,203	1,748,593	2,910	8,783	961,047	4,331,410
Bank charges and short term interest	97,632	-	-	-	-	-	-	97,632
Interest on long term debt	93,594	-	29,263	139,621	-	-	120,426	382,904
Transfers to individuals and organizations	25,800	-	-	-	512,796	-	-	538,596
Amortization of tangible capital assets	366,040	249,146	2,170,539	2,236,715	8,391	-	1,613,224	6,644,055
Accretion of asset retirement obligation	-	-	617	-	-	-	2,676	3,293
Transfers to other governments	-	-	-	-	-	-	469,630	469,630
Amortization of intangible assets	-	-	-	12,798	-	-	-	12,798
	7,082,527	6,707,627	5,509,684	9,596,971	1,353,100	981,507	7,835,990	39,067,406
<b>Excess (deficiency) of revenue over expenses before capital revenue</b>	13,239,283	(4,931,767)	(4,067,935)	2,894,642	(596,113)	(572,328)	(5,659,091)	306,691
<b>Other</b>								
Government transfers for capital	59,842	368,349	1,145,123	592,485	-	-	1,024,320	3,190,119
<b>Excess (deficiency) of revenue over expenses</b>	\$ 13,299,125	\$ (4,563,418)	\$ (2,922,812)	\$ 3,487,127	\$ (596,113)	\$ (572,328)	\$ (4,634,771)	\$ 3,496,810

April 17, 2024

Mayor and Council  
Town of Strathmore  
1 Parklane Drive PO Box 2280  
Strathmore, AB T1P 1K2

Attention: Kevin Scoble, CAO

Ladies and Gentlemen:

We have completed our audit of the financial statements of the Town of Strathmore for the year ended December 31, 2024. Our audit included consideration of internal control relevant to the preparation of the financial statements to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control. Accordingly, our review of any given control was limited and would not disclose all weaknesses in the system or all matters which an in-depth study might indicate. As you know, the maintenance of an adequate system of internal controls is the responsibility of the Mayor and Council.

During the course of our audit for the year ended December 31, 2024, we identified no significant matters which may be of interest to the Council.

This communication is prepared solely for the information of the Council members and management of the Town of Strathmore and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

Mayor and Council  
Town of Strathmore  
Page 2  
April 17, 2024

We would like to thank Leana, Riley and the rest of the administration staff for their assistance during our audit. Thank you for the continuing opportunity to be of service to your organization and we look forward to serving you in the future. If you have any questions or concerns regarding our audit or any other issues with which you may require our assistance, please do not hesitate to contact us.

Thank you.

Yours truly,

AVAIL LLP

Darren Adamson, CPA, CA



# 2024 Year-End Financials



April 16, 2025

# Statement of Financial Position at December 31, 2024

- Net Financial Assets - \$4.45Mil Improvement
- Asset Retirement Obligation Implemented
  - 2023 Restatement
- Intangible Assets

TOWN OF STRATHMORE CONSOLIDATED STATEMENT OF FINANCIAL POSITION As at December 31, 2024		
	2024	2023 (restated)
<b>Financial assets</b>		
Cash and temporary investments (note 3)	\$ 4,290,809	\$ 3,986,930
Taxes and grants in place of taxes receivable (note 4)	731,627	644,366
Trade and other receivables (note 5)	4,963,813	5,175,803
Investments (note 6)	12,553,676	11,705,399
	<u>22,539,925</u>	<u>21,512,498</u>
<b>Liabilities</b>		
Accounts payable and accrued liabilities	2,663,442	3,862,731
Employee benefit obligations (note 7)	266,687	225,298
Deposits	1,351,227	787,669
Deferred revenue (note 8)	1,693,646	2,331,235
Long-term debt (note 9)	13,942,176	16,137,124
Asset retirement obligations (note 10)	128,000	124,708
	<u>20,045,178</u>	<u>23,468,765</u>
<b>Net financial assets (debt)</b>	<u>2,494,747</u>	<u>(1,956,267)</u>
<b>Non-financial assets</b>		
Prepaid expenses	261,817	236,122
Inventory for consumption	117,583	118,455
Intangible assets (note 13)	627,122	50,424
Tangible capital assets (schedule 2)	216,015,372	217,571,097
	<u>217,021,894</u>	<u>217,976,098</u>
<b>Accumulated surplus</b>		
Accumulated operating surplus (note 11 and schedule 1)	219,516,641	216,019,831
Accumulated remeasurement gains (losses)	-	-
	<u>\$ 219,516,641</u>	<u>\$ 216,019,831</u>

# Statement of Operations – Year Ended December 31, 2024

TOWN OF STRATHMORE CONSOLIDATED STATEMENT OF OPERATIONS For the year ended December 31, 2024			
	Budget (Unaudited)	2024	2023 (restated)
<b>Revenue</b>			
Net municipal property taxes (note 15)	\$ 16,013,600	\$ 15,821,667	\$ 14,997,500
User fees and sales of goods	18,115,400	17,825,509	17,005,651
Government transfers for operating (note 16)	1,542,600	1,930,038	1,647,211
Investment income	405,300	687,307	398,167
Penalties and costs of taxes	210,000	203,979	223,635
Development levies	255,000	1,168,220	235,348
Licenses and permits	595,400	731,659	569,926
Gain on disposal of tangible capital assets	-	147,098	50,630
Other (note 10)	379,900	858,620	1,099,796
	<u>37,517,200</u>	<u>39,374,097</u>	<u>36,227,864</u>
<b>Expenses (note 17)</b>			
General government			
Legislative	403,300	449,779	441,912
Administration	6,556,300	6,632,747	6,124,676
Protective services			
Police, fire, disaster, ambulance and bylaw enforcement	6,847,700	6,707,627	6,081,619
Transportation services			
Transportation services	5,125,700	5,509,684	5,124,795
Environmental use and protection			
Water supply and distribution	3,848,000	3,546,368	3,856,539
Wastewater treatment and disposal	4,066,500	4,012,540	3,969,668
Waste management	1,349,200	1,383,578	1,242,488
Storm sewers and drainage	548,600	654,486	574,213
Public health and welfare			
Public health and welfare services	1,400,600	1,353,099	1,304,984
Planning and development			
Planning and development	902,500	981,507	845,744
Recreation and culture			
Parks and recreation	6,765,200	6,886,462	5,965,627
Culture - libraries, museums, halls	1,066,400	949,529	806,757
	<u>38,880,000</u>	<u>39,067,406</u>	<u>36,339,022</u>
<b>(Deficiency) excess of revenue over expenses before capital revenue</b>	<u>(1,362,800)</u>	<u>306,691</u>	<u>(111,158)</u>
<b>Capital revenue</b>			
Government transfers for capital (note 16)	3,292,000	3,190,119	3,048,726
<b>Excess of revenue over expenses</b>	<u>1,929,200</u>	<u>3,496,810</u>	<u>2,937,568</u>
<b>Accumulated operating surplus, beginning of year</b>	<u>216,019,831</u>	<u>216,019,831</u>	<u>213,082,263</u>
<b>Accumulated operating surplus, end of year</b>	<u>\$ 217,949,031</u>	<u>\$ 219,516,641</u>	<u>\$ 216,019,831</u>

- Property Tax - \$202k from Reserve
- \$1.2Mil in Development Activity
- Gain on Disposals – **Asset** Management
- **\$3.5Mil Surplus** – Excludes Reserve Activity

# Expenses by Object

- **Salaries – Water**  
Main Break OT,  
Fire Response  
Recoveries
- Contracted and  
**General – Carry-**  
Forwards
- Discretionary  
spending

	Budget (Unaudited)	2024	2023 (restated)
Salaries, wages and benefits	\$ 13,977,200	\$ 14,473,625	\$ 13,072,420
Contracted and general services	12,700,000	12,113,463	11,460,852
Materials, goods and utilities	4,669,200	4,331,410	4,134,576
Bank charges and short term interest	66,000	97,632	72,671
Interest on long term debt	444,700	382,904	483,065
Transfers to local boards and agencies	519,500	538,596	427,204
Amortization of tangible capital assets	6,025,200	6,644,055	6,154,278
Accretion of asset retirement obligation	-	3,293	3,207
Transfers to other governments	478,200	469,630	437,750
Amortization of intangible assets	-	12,798	-
Loss on disposal of tangible capital assets	-	-	92,999
	<b>\$ 38,880,000</b>	<b>\$ 39,067,406</b>	<b>\$ 36,339,022</b>

# Reserves

## Reserves

Council has set up reserves for various purposes. These reserves are either required by legislation or set up at the discretion of Council to provide funding for future expenses.

	2024	2023
<b>Operating</b>		
Financial stabilization	\$ 5,102,768	\$ 3,107,346
Snow reserve	110,296	-
Development application	70,000	-
	5,283,064	3,107,346
<b>Capital</b>		
Water	1,600,589	1,680,597
Wastewater	1,568,065	1,341,569
Storm sewer	1,115,404	1,012,777
Capital equipment and infrastructure replacement	436,021	1,238,744
Recreation and parks	387,589	86,798
Fire	211,788	248,171
Affordable Housing	151,477	145,791
General municipal	141,463	136,153
Solid waste	100,852	97,067
Roads	77,418	52,462
	5,790,666	6,040,129
<b>Offsite Levies</b>		
Storm water	1,867,899	1,757,639
Water	1,686,199	1,300,469
Wastewater	1,303,951	1,114,633
Roads	639,213	335,109
Cash in lieu - Municipal reserves	358,805	340,408
	5,856,067	4,848,258
	\$ 16,929,797	\$ 13,995,733

- \$16.9Mil at Dec 31, 2024
  - \$2.9Mil Increase year over year
  - \$4.5Mil committed at April 16, 2025
- Reserves were \$9.0Mil at December 31, 2021 - \$7.9Mil increase since beginning of term

# Debt Limit

## Debt limits and debt servicing limit

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Town be disclosed as follows:

	2024	2023
Total debt limit	\$ 59,061,146	\$ 54,341,795
Total debt	13,942,176	16,137,124
	<u>\$ 45,118,970</u>	<u>\$ 38,204,671</u>
Debt servicing limit	\$ 9,843,524	\$ 9,056,966
Debt servicing	2,584,108	2,639,680
	<u>\$ 7,259,416</u>	<u>\$ 6,417,286</u>

- Debt Limit is \$59.1Mil at Dec 31<sup>st</sup>, versus \$13.9Mil total debt at Dec 31<sup>st</sup> (23.5% utilized)
- Debt at December 31, 2023: \$16.1Mil
  - \$2.2Mil decrease from 2023 to 2024
- Debt at December 31, 2021: \$22.6Mil
  - \$8.7Mil decrease from 2021 to 2024



# Questions??



# Request for Decision

**To:** Mayor & Council

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

**Date Prepared:** March 19, 2025

**Meeting Date:** April 16, 2025

**SUBJECT:** Thistle Way Sanitary Replacement

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

## STRATEGIC PRIORITIES:



Affordable  
Housing



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

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

As the Town has been able to establish a reserve balance, unforeseen projects such as these can be accommodated without a significant short term financial impact.

---

## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

N/A

### **SOCIAL SUSTAINABILITY:**

N/A

### **ENVIRONMENTAL SUSTAINABILITY:**



Sewage collection and conveyance is an environmental risk should the system not operate as intended. Leaks or breaks can allow seepage of the sewage into the environment, potentially contaminating soils or groundwater channels.

---

### **IMPLICATIONS OF RECOMMENDATION:**

#### **GENERAL:**

Infrastructure replacements can be disruptive but so can service interruptions. Although service in the area is currently being maintained, a full replacement is the best course of action for this project.

#### **ORGANIZATIONAL:**

This project can be accommodated with current staffing.

#### **OPERATIONAL:**

A minor disruption to service may be experienced however it will be temporary and short term. Bypass pumping is a standard part of sanitary sewer replacements and will be applied in this circumstance.

#### **FINANCIAL:**

This project carries a cost of approximately \$300,000. Within this requested budget is the construction fees, engineering fees, and a small contingency for unforeseen impacts. As this project is being funded from reserves, the impact to the tax base is zero and will not impact the current 2025 budget.

#### **POLICY:**

N/A

#### **IMPLEMENTATION:**

This project, if approved, will be completed during the 2025 construction season, outside of any winter conditions or additional costs due to freezing temperatures.

---

#### **BACKGROUND:**

In early 2025 EPCOR determined there was a line separation along Thistle Way which was not impacting services but would have the potential for future failure or leakages. Upon review of the video and the location of the break, in conjunction with the age of the pipe, it was determined that a full replacement may be more feasible than a repair. A repair to the pipe is possible, but likely carries the risk of future separations occurring and only delaying the future need to replace this section of pipe.

As we reviewed the project and worked with an engineering firm to confirm the scope of work for replacement, the adjacent water line was reviewed. Base on the material, age, and current condition (as reported by EPCOR), the need for replacement of the water line is unnecessary and a lengthy lifespan is anticipated.

---

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

This project is unplanned and outside of the standard Capital Budget planning. A project such as this likely would have appeared on a Capital Plan in the next 5 years however regular inspections have shown the need for replacement and the deterioration of the pipe over a short period of time (since the previous inspection).

#### **DESIRED OUTCOMES:**

Replacement of this pipe will allow services to continue uninterrupted, avoid the potential for environmental contamination, and eliminate the need for a return service, which would be likely in a repair condition.

#### **COMMUNICATIONS:**

Administration has worked with EPCOR and the engineering consultant at this time, should council approve the project a tender and subsequent communication to the residents will occur.

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

Council could consider a repair only at this time and have the project be considered during a future capital budget. The cost of the repair will not decrease the cost of the replacement and would therefore be considered a "sunk cost" in the overall cost of this project.

---

Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

Approved  
- 09 Apr  
2025

Leana Ashbacher, Senior Manager of Financial Services

Approved  
- 09 Apr  
2025

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

Approved  
- 09 Apr  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 09 Apr  
2025

Kevin Scoble, Chief Administrative Officer

Approved

- 11 Apr  
2025



# Request for Decision

**To:** Mayor & Council

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

**Date Prepared:** April 10, 2025

**Meeting Date:** April 16, 2025

**SUBJECT:** Strathmore Legion Crosswalk

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

## STRATEGIC PRIORITIES:



Affordable  
Housing



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

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

This project would be a community outreach initiative, working with the local legion to honour our veterans.

---

## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

N/A

### **SOCIAL SUSTAINABILITY:**

N/A

### **ENVIRONMENTAL SUSTAINABILITY:**

N/A

---

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

This project can be completed as part of the annual line painting program. Materials would come at an additional cost however they are not anticipated to be significant or outside of available budgets.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

Street paints wear over time, the Town is progressing to thermo-plastic applications where appropriate however this project may not be possible due to it's unique design.

**FINANCIAL:**

The Town typically does not complete commemorative or non-typical crosswalks on behalf of community organizations. Costs for crosswalks currently in place (i.e. Pride Crosswalk) were completed at the cost of the requesting organization. Costs for this request are not anticipated to be significant, however considering labour and material costs this request would likely carry a value of \$2,000-\$5,000, per crosswalk.

**POLICY:**

Town Administration recently completed an Engineering Standard for Commemorative Crosswalks ([Engineering-Design-and-Construction-Standards-Manual 202502.pdf](#), Page 86/87). This project would comply with that standard to ensure pedestrian and vehicular safety is maintained.

**IMPLEMENTATION:**

Upon direction, Town staff can complete this project prior to the 100 year/Centennial celebration planned for 2026. Tentatively, this project can likely be completed prior to July 1, 2025.

---

**BACKGROUND:**

Strathmore Legion #10 presented to council on December 4, 2024 making a request for two crosswalks adjacent the local Legion branch. As per council direction, this report is to provide council with an option on how to proceed with such a project, should they so desire.

---

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

Commemorative Crosswalks are not a typical installation for Strathmore. Following the completion of a Pride Crosswalk adjacent the Strathmore Municipal Building, concerns were raised about the lack of traction on the painted surfaces and as such, Administration has created an Engineering Standard to be used going forward.

In addition, the Canadian Legion has published a template for a Commemorative Crosswalks in which it would be most appropriate to follow this template (attached for information). Adjustments may be required to ensure the Engineering Standard is complied with, however the adjustments are anticipated to be minor, and will be coordinated with the local Legion branch.

**DESIRED OUTCOMES:**

Upon direction, a painted crosswalk can be provided, to the approval of all parties, in the spring/summer of 2025.

**COMMUNICATIONS:**

Notifications of road or parking closures, as required to complete the painting, will be completed.

**ALTERNATIVE ACTIONS/MOTIONS:**

THAT Council direct Administration to complete one/two commemorative crosswalks adjacent Strathmore Legion #10, in accordance with the Town's Engineering Standards and the Canadian Legion's guidelines, utilizing existing road paint budgets.

**ATTACHMENTS:**

[Attachment I: RCL Commemorative Crosswalk Instructions](#)

Veronica Anderson, Legislative Services Officer

Approved  
- 11 Apr  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 11 Apr  
2025

# Commemorative Crosswalk

## Instructions

### 1. Open Files

Open the stencil files using Adobe Illustrator.

### 2. Customize Stencils If Required

The standard templates are optimized to fit a 99" wide crosswalk with stripes that are 21" to 30" deep (*sample is shown at 21" deep*). They are sized at:

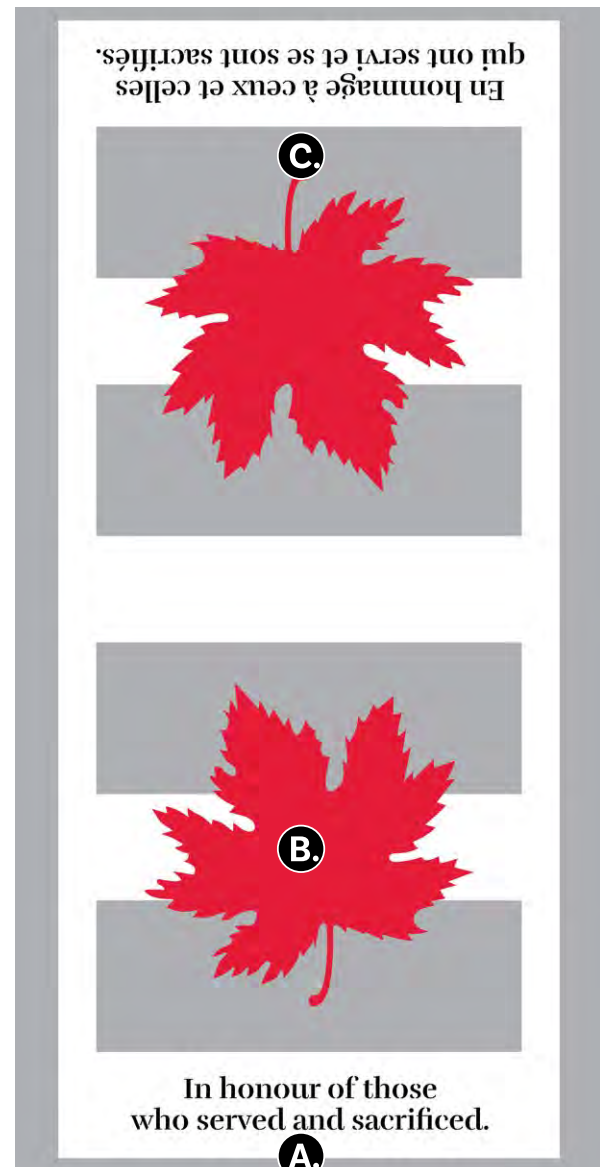
- **Text:** 71" x 12.5" (EN) / 85" x 12.5" (FR)
- **Maple Leaf:** 52.5" x 65"

If the dimensions of the memorial crosswalk in your community differ from those above, the stencils are provided in vector format so they can be easily scaled to fit based on the positioning guidelines in step 3.

### 3. Positioning the Stencils

The stenciled elements should be positioned as follows:

- Centre the **English text stencil** over the first white (painted) bar of the crosswalk. Fill with black paint.
- Centre the **maple leaf stencil** over the next three bars. If the crosswalk's spacing is uneven, adjust the leaf's position as needed (see Positioning Option B). Fill with red paint, matching Pantone 186.
- On the opposite end of the crosswalk, repeat steps 1-2 using the **French text** and **leaf stencils**.



Positioning Option B





# Request for Decision

**To:** Council

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

**Date Prepared:** April 2, 2025

**Meeting Date:** April 16, 2025

**SUBJECT:** Accounts Receivable Write-Offs

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

## STRATEGIC PRIORITIES:



Affordable  
Housing



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

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

Formal approval of writing off uncollectible bad debts is best practice, to ensure the financial position of the Town accurately reflects our ability to no longer obtain the economic benefit owed to the Town on uncollectible receivables.

---

## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

N/A

### **SOCIAL SUSTAINABILITY:**

N/A

### **ENVIRONMENTAL SUSTAINABILITY:**



N/A

---

### **IMPLICATIONS OF RECOMMENDATION:**

#### **GENERAL:**

N/A

#### **ORGANIZATIONAL:**

N/A

#### **OPERATIONAL:**

Significant staff time is required to follow up and collect on accounts receivable amounts that remain unpaid. Amounts are eventually to an independent third party collection agency, who receives a percentage of any amounts collected at that time. Once a receivable is formally written off, staff no longer needs to invest time into further collection attempts.

#### **FINANCIAL:**

The \$4,734.57 will be adjusted against the Town's provision for Allowance for Doubtful Accounts estimate. The amount is immaterial to the organization as a whole.

#### **POLICY:**

Town Policy 1815 Accounts Receivable Policy (Attachment II) states Council is responsible to review and approve all uncollectible accounts receivable in excess of \$500.

#### **IMPLEMENTATION:**

Administration will formally write off the receivables once approved by Council.

---

#### **BACKGROUND:**

Town Policy 1815 Accounts Receivable Policy states Council is responsible to review and approve all uncollectible accounts receivable in excess of \$500.

Significant staff time has been invested to follow up and attempt to collect on accounts receivable amounts that remain unpaid, including phone calls, emails etc. with the parties in arrears. The amounts were subsequently provided to an independent third party collection agency to assist with collections, who were also unsuccessful (they are also responsible for attempting to contact the parties in arrears at that time). We have confirmed with our collection agency that they have been unable to collect on these debts owed to the Town.

The amounts are deemed uncollectible due to the inability to contact and successfully recover the amounts owed from the parties.

Attachment I of this Report details the two customer amounts, and their aging date, that Administration recommends for write-off.

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

Accounts Receivable write-offs/bad debts are a key component of the accounting standards the Town most follow - Public Sector Accounting Standards. Formal approval of writing off uncollectible bad debts is best practice, to ensure the financial position of the Town accurately reflects our ability to no longer obtain the economic benefit owed to the Town on uncollectible receivables.

### **DESIRED OUTCOMES:**

That Council approves the Motion as recommended.

### **COMMUNICATIONS:**

N/A

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

Council can defer the matter to a Committee of the Whole for further discussion.  
Council can refuse the write-off approval, and direct administration to continue attempts to collect the amounts owed.

### **ATTACHMENTS:**

[Attachment I: Accounts Receivable Write Offs](#)

[Attachment II: Accounts Receivable Policy #1815](#)

Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

Approved  
- 11 Apr  
2025

Leana Ashbacher, Senior Manager of Financial Services

Approved  
- 11 Apr  
2025

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

Approved  
- 11 Apr  
2025

Veronica Anderson, Legislative Services Officer

Approved

- 11 Apr  
2025  
Approved  
- 11 Apr  
2025

Kevin Scoble, Chief Administrative Officer

Town of Strathmore  
Uncollectible Receivables to Write-Off  
As at December 31, 2024

CUSTOMER ID

FOIP Sec. 17(1)

TOTAL WRITE OFF AMOUNT

Invoice Date

09/30/2020

02/06/2018

AMOUNT DESCRIPTION

3,114.57 Prior Property Tax reclassified to Trade Account Receivable

1,620.00 Trade Accounts Receivable - Fuel Spill Cleanup Recovery

4,734.57



# TOWN POLICY

**POLICY NUMBER: 1815**

**REFERENCE:**

Resolution No.  
373.12.22

**ADOPTED BY:**

Town Council  
December 7, 2022

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

**DATE:** December 7, 2022

**TITLE: Accounts Receivable Policy**

## **POLICY STATEMENT**

The purpose of this policy is to provide uniform guidelines for the collection of accounts receivable due to the Town of Strathmore, creating a provision for accounts receivable deemed uncollectible, and subsequently writing off uncollectible accounts receivables.

The Town shall ensure the overdue accounts receivable practices are conducted in accordance with:

- I. Generally Accepted Accounting Principles (GAAP)
- II. the Tax Recovery Provisions of the MGA - Part 10, Division 8
- III. the Recovery of Amounts Owing by Civil Action as per MGA s. 552
- IV. the Addition of Amounts Owing to the Tax Roll as per MGA s. 553
- V. Freedom of Information and Protection of Privacy Act
- VI. Municipal Bylaws and Council Policies

## **1.0 DEFINITIONS**

**1.1** The following terms set out in this Policy have the corresponding meanings:

- (a) "Accounts Receivable" means general receivables (including recreation, cemetery, shared services, fire department, planning, economic development, and affordable housing), utility accounts, taxes, permits, and licenses due to the Town.
- (b) "Allowance" means accounting entry/provision to set aside against the possibility of not being able to collect accounts receivable.

- (c) "Customer" means the person or business to which the Town provides goods or services.
- (d) "Town" means the corporation of the Town of Strathmore and includes all lands within its jurisdictional boundaries.
- (e) "Uncollectible" means an account which cannot be collected due to the circumstances of the debtor.
- (f) "Write off" means the accounting entries undertaken to remove an account receivable from the accounting records.

## **2.0 PURPOSE AND OBJECTIVE**

### **2.1 The objective of this policy is to:**

- (a) To provide uniform guidelines for the collection of accounts receivable due to the Town of Strathmore.
- (b) Address the accounts receivable allowances and write off for:
  - (i) General Receivables
  - (ii) Utilities
  - (iii) Property Tax
  - (iv) Permits
  - (v) Licenses
- (c) Ensure adequate procedures are in place to write off accounts receivables.
- (d) Ensure proper authorizations are established to allow for timely write off of accounts receivables.
- (e) Establish a method of funding allowances and drawing from allowances.

## **3.0 RESPONSIBILITIES**

### **3.1 Town Council to:**

- (a) Approve by resolution this policy and any subsequent amendments.
- (b) Consider the allocation of funds for successful implementation of this policy in the annual budget process.
- (c) Review and approve all uncollectible accounts receivables in excess of \$500, except property taxes.
- (d) Review and approve all uncollectible property taxes recommended by Administration.

### **3.2 Chief Administrative Officer to:**

- (a) Support the implement this policy and approve procedures.

- (b) Support Administration in carrying out implementation plans for this policy.
- (c) Support recommendation of any exceptions to this policy.
- (d) Ensure every feasible means of collecting all accounts receivables are undertaken by staff.

3.3 Senior Manager of Financial Services to:

- (a) Provide guidance and direction to the parties responsible for the implementation of this policy and related procedures, as required.
- (b) Ensure every feasible means of collecting all accounts receivables are undertaken by staff.
- (c) Recommend any exceptions to this policy to the Chief Administrative Officer and Council.
- (d) Prepare requests for the write off of property tax accounts.
- (e) Review and approve write off submissions for uncollectable accounts receivables, other than property taxes, valued at \$500 or less.
- (f) Review write off submissions and prepare list of uncollectible accounts receivables in excess of \$500 for consideration by Council.
- (g) Prepare status reports to accompany recommendations to Council for write offs for property taxes and other write offs in excess of \$500.
- (h) Ensure all accounting entries are performed.
- (i) Prepare annual report for Council of all accounts receivable written off during the year.

3.4 Manager of Financial Planning, Budgeting & Analysis to:

- (a) Ensure implementation of this policy and related procedures.
- (b) Make recommendations to the Senior Manager of Financial Services of necessary policy or procedure amendments.
- (c) Ensure all necessary accounting entries are performed.
- (d) Observe all existing billing and collection procedures in the execution of daily tasks.
- (e) Prepare ongoing lists of account receivables which may require a write off.
- (f) Prepare recommended list of write offs to the Senior Manager of Financial Services indicating reasons for the recommendations.
- (g) Perform accounting entries necessary to effect the accounts receivables.
- (h) Ensure necessary follow-up with all due accounts receivables in excess of 30 days.
- (i) Ensure adherence to the Accounts Receivable Procedure.

**4.0 ACCOUNTS RECEIVABLE**

- 4.1 The Town will efficiently manage collections, minimizing lost revenue by collecting overdue accounts receivable balances.
- (a) Account payments shall be due within thirty (30) days of the bill date unless otherwise determined by Council.
  - (b) On the 31st day after the bill date, a bill is considered overdue.
  - (c) Penalty (finance) charges shall apply on any overdue accounts receivable in accordance with their respective bylaw.
  - (d) The Town shall use a collection agent on overdue accounts receivable.
  - (e) When a customer has an overdue amount on which payment could not be arranged or made, and the Town has a payable to the same customer, the customer's accounts payable may be set off (reduced) against that customer's accounts receivable amount.
  - (f) The Senior Manager of Financial Services may initiate a claim in small claims court if it is deemed to be the only means for collecting an overdue accounts receivable amount.
  - (g) All bankruptcies and receivership notices received by the Town showing outstanding debt to the Town shall be written off as appropriate.

**5.0 ALLOWANCE FOR DOUBTFUL ACCOUNTS**

- 5.1 The Senior Manager of Financial Services will set up and determine an amount for an Allowance for Doubtful Accounts in accordance with Generally Accepted Accounting Principles.

**6.0 WRITE OFF OF ACCOUNTS**

- 6.1 Where accounts receivable amounts are due to the Town, all efforts within the established procedures will be followed in accordance with the Accounts Receivable Procedure.
- 6.2 From time to time, accounts receivable may remain outstanding and be deemed uncollectible as per the following criteria:
- (a) Debtor deceased and no funds available from the estate.
  - (b) Debtor files Statement of Bankruptcy.
  - (c) Account is dormant (at least 12 months) with respect to collection agent's ability to collect.
  - (d) Account is aged three (3) years or more.
  - (e) Other circumstances which may arise and as recommended by the Town's Senior Manager of Financial Services.

**7.0 APPROVAL**



7.1 This policy shall come into force and effect upon adoption by Council.

**END OF POLICY**



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MAYOR



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DIRECTOR OF STRATEGIC, ADMINISTRATIVE  
AND FINANCIAL SERVICES



# Request for Decision

**To:** Council

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

**Date Prepared:** March 13, 2025

**Meeting Date:** April 16, 2025

**SUBJECT:** **Budget Amendment - Northern and Regional Economic Development (NRED) Program Grant Funding**

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

## STRATEGIC PRIORITIES:



Affordable  
Housing



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 Economic Development Department (i.e. ability to drive economic development in Strathmore).

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## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

This 2025 Budget Amendment will increase the ability of the Economic Development Department of the Town to increase regional attractiveness for private investment, and investment attraction readiness.

**SOCIAL SUSTAINABILITY:**

N/A

**ENVIRONMENTAL SUSTAINABILITY:**

N/A

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**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, up to \$91,000.

**ORGANIZATIONAL:**

Economic Development staff will use grant funds to create an online “business boost” hub and an investment attraction platform within the municipal website, resulting in adequate knowledge and tools to ensure businesses thrive and succeed. Once developed, the website will be the main tool for investment attraction marketing.

**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 \$91,000. Any unspent funds at December 31, 2026 would be required to be returned to the Government of Alberta.

**POLICY:**

N/A

**IMPLEMENTATION:**

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

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**BACKGROUND:**

Administration applied for the grant in October 2024, and was notified of its successful awarding in March 2025. Due to the timing, and uncertainty of receiving the grant, the amounts were not included in the 2025 Operating Budget. The grant is a co-funded grant (i.e. the Town of Strathmore has to contribute at least 50% of the overall total project cost to be eligible for the full \$91,000). Administration included \$97.5k in budgeted expenditures in the 2025 Operating Budget (i.e. the Town's contribution - approved via Resolution 247.11.24 at the November 6, 2024 Regular Council Meeting), with the intent to increase expenditures via budget amendment if successfully awarded the grant. So, there are no new net costs to taxpayers with this amendment.

The Northern and Regional Economic Development Program was officially announced by the Government of Alberta on April 10, 2025.

### **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: NRED GRANT TOWN OF STRATHMORE Redacted](#)

Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

Approved  
- 11 Apr  
2025

Leana Ashbacher, Senior Manager of Financial Services

Approved  
- 11 Apr  
2025

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

Approved

- 11 Apr  
2025

Approved

- 11 Apr  
2025

Approved

- 11 Apr  
2025

Veronica Anderson, Legislative Services Officer

Kevin Scoble, Chief Administrative Officer

## ALBERTA JOBS, ECONOMY AND TRADE GRANT AGREEMENT

This is an Agreement dated March 31, 2025

**Between:**

**HIS MAJESTY IN RIGHT OF ALBERTA**  
as represented by the Minister of Jobs, Economy and  
Trade  
(**“Minister”**)

**and**

**TOWN OF STRATHMORE**  
(**“Recipient”**)

**WHEREAS** the Recipient has submitted a grant proposal to the Minister entitled “NRED Application - Investment Attraction for a Vibrant Community”.

**AND WHEREAS** the Minister is willing to make a grant and is authorized to do so in accordance with the *Ministerial Grants Regulation* AR 215/2022, as amended from time to time.

The Minister and the Recipient therefore agree as follows:

### **1. DEFINITIONS AND INTERPRETATIONS**

**1.1 Definitions** – In this Agreement, the following expressions have the following meanings:

**“Agreement”** means this Agreement between the Parties, including the attached schedules, and any amendment thereto.

**“Confidential Information”** means all information developed or acquired as a result of carrying out this Agreement, including without limitation, technical, financial and Project information, which is designated as confidential in writing, is disclosed in circumstances of confidence, or would generally be understood by a person exercising reasonable business judgment to be confidential.

**“FOIP”** means the *Freedom of Information and Protection of Privacy Act*, RSA 2000, c F-25, as amended or replaced from time to time, and any successor legislation to the same general intent and effect.

**“Grant”** means the proposed grant described in section 2.1.

**“Grant Regulation”** means the *Ministerial Grants Regulation* AR 215/2022, as amended from time to time.

**“Grant Proceeds”** means all amounts paid to the Recipient under this Agreement, and includes all interest and other income earned from investment of these amounts.

**“Intellectual Property”** means a product of the intellect including, without limitation, works in the form of scientific discoveries, inventions or discoveries with or without patent possibilities, designs, patents, trade-marks, copyrighted materials, computer software, trade secrets and know-how.

**“Party”** means either the Minister or the Recipient, individually.

**“Parties”** means the Minister and the Recipient, collectively.

**“Program Guidelines”**, if applicable, means the program guidelines in effect as of the date of signing of this Agreement and issued by or on behalf of the Minister from time to time for the program.

**“Project”** means the project described in the Proposal, including any modifications approved by the Minister in writing.

**“Project Completion Date”** means December 31, 2026.

**“Project Implementation”** means any and all steps taken to commence the Project, including any preparatory steps and expenditures.

**“Proposal”** means the Recipient’s application attached as Schedule A, entitled “NRED Application - Investment Attraction for a Vibrant Community”, and approved budget attached as Schedule B.

**“Term”** means the period from the date at the beginning of this Agreement to and including April 30, 2027 and includes any extension agreed to by the Minister.

- 1.2 **Section Numbers** – References in this Agreement to section numbers are to the corresponding numbered provisions of this Agreement.
- 1.3 **Section Headings** – All section headings in this Agreement have been included for convenience only and shall not be considered in interpreting the text of this Agreement.
- 1.4 **Construction and Interpretation** – In this Agreement, words in the singular include the plural, words in the plural include the singular, and words, regardless of the gender in which they are used, include the masculine, feminine, or body corporate, as the context may require.
- 1.5 **Schedules** – The following schedules (collectively the “Schedules”) are incorporated into and form part of this Agreement:  
 Schedule A – Proposal  
 Schedule B – Approved Budget  
 Schedule C – Reports.
- 1.6 **Schedules and Paramountcy** – The provisions of this Agreement are to be interpreted so as to give all provisions full meaning and effect, and the body of this Agreement and the Schedules are to be interpreted in a compatible manner so far as is possible. In the event of any inconsistency or conflict between the Proposal attached as Schedule A and the rest of the Agreement (including the body of this Agreement and Schedules B and C), the rest of the Agreement shall govern.
- 1.7 **Entire Agreement** – This Agreement is the entire agreement between the Minister and the Recipient with respect to the Project and the Grant, and supersedes all previous agreements, negotiations and understandings. There are no agreements, representations, warranties, terms, conditions or commitments except as expressed in this Agreement.

## 2. **THE GRANT**

- 2.1 Total Grant Amount** – Subject to the terms and conditions of this Agreement, and the Recipient's compliance therewith, the Minister will provide a grant of up to \$91,000 to the Recipient for the purpose of the Project. All references to dollar amounts in this Agreement shall be in the lawful currency of Canada.
- 2.2 Reduction to Reflect Potential Change in Budget** – The Minister may, by notice to the Recipient during the Term, reduce the Grant by an amount proportional to any overall reduction in spending or discretionary spending imposed on:
- (a) all departments of the Government of Alberta; or
  - (b) the particular department, or the particular division thereof, then having responsibility for the administration of this Agreement.
- 2.3 Timing of Grant** – Subject to the Recipient's compliance with the terms and conditions of this Agreement and the Recipient's compliance therewith, the Minister will pay the Grant to the Recipient within a reasonable time following the signing of this Agreement.
- 2.4 Partnership Funding** – If the Proposal specifies that the Recipient will receive partnership funding for the Project, the partnership funding must be secured prior to Project Implementation. If the Recipient can demonstrate to the Minister that special circumstances require Project Implementation prior to securing all partnership funding, the Minister may permit the Recipient to commence the Project on the condition that the Recipient shall be responsible for covering any shortfalls in funding in order to achieve planned Project completion as set out in Schedule A.
- 2.5 Conditions of Payment and Use** – Payment and use of the Grant, in either a lump sum or in installments, is conditional on the Minister, acting reasonably, being and remaining satisfied that:
- (a) the Recipient is in compliance with all of its obligations under this Agreement;
  - (b) the Project is proceeding, conforms with any applicable Program Guidelines, and will be completed by the Project Completion Date; and
  - (c) if applicable, commitments for funding sufficient to carry out and complete the Project are in place.
- 2.6 Budget** – Up to and including fifteen percent (15%) of the Recipient's budget as set out in Schedule B may be transferred from one eligible project cost to another eligible project cost within the Recipient's total project expenses breakdown without the Minister's prior written approval. The Recipient shall submit a written request to the Minister for approval of any transfers of more than fifteen percent (15%) from one eligible project cost to another.

## 3. **OBLIGATIONS OF THE RECIPIENT**

- 3.1 Independent Status** – The Recipient is an independent entity under this Agreement and nothing in this Agreement creates or is to be construed as creating a relationship of employment, agency, joint venture, or partnership between the Minister and the Recipient or any of its employees, directors, officers, contractors or agents.
- 3.2 Confidentiality** – The Recipient shall keep and cause to be kept in strict confidence all Confidential



Information and shall only disclose such Confidential Information to other Project participants, including Project sponsors, on a need to know basis, or as otherwise permitted by the terms and conditions of contracts among any of the Project participants.

**3.3 Representations and Warranties** – The Recipient represents and warrants that:

- (a) it has made full, true and plain disclosure to the Minister of all facts relating to the Project that are material to this Agreement, and this Agreement does not contravene any law or agreement to which the Recipient is subject;
- (b) the execution by the Recipient of this Agreement and the carrying out of this Agreement and the Project by the Recipient have been duly and validly authorized by the Recipient in accordance with all applicable laws, and this Agreement shall constitute a binding legal obligation of the Recipient;
- (c) any individuals named in the Proposal are employees or contractors of the Recipient, and will be assigned to or otherwise enabled to perform their respective roles in the Project;
- (d) any individuals assigned to or performing roles in the Project shall carry out the Project in accordance with the generally accepted standard of competency in the field of endeavour associated with the Project and all applicable professional standards;
- (e) any individuals assigned to or performing their roles in the Project shall comply with the terms and conditions of this Agreement; and
- (f) the Recipient shall notify the Minister and obtain written approval of the Minister for any significant changes in the Project, including costs, scope, types of expenditures, and other existing or prospective funders and amount of funding, in accordance with section C.3 of Schedule C.

**3.4 Use of Proceeds** – The Recipient shall use the Grant Proceeds solely for the Project.

**3.5 Interest and Investment** – The Recipient shall invest any portion of the Grant Proceeds paid to the Recipient, but not immediately required for the Project, in a separate interest-bearing account or other prudent investment with a reasonable return in such a manner that is readily reportable to the Minister.

**3.6 The Project** – The Recipient shall carry out the Project as described in the Proposal and in accordance with the terms and conditions of this Agreement.

**3.7 Completion and Repayment of Grant** – The Recipient shall complete the Project and incur all expenditures by the Project Completion Date. Any portion of the Grant Proceeds not used during the Term, or earlier termination of this Agreement, and accounted for in accordance with this Agreement must be repaid to the Government of Alberta within ninety (90) days of the end of the Term or termination of this Agreement (whichever is earlier), or within another timeframe as directed by the Minister. Notwithstanding the foregoing the Minister may, on application by the Recipient, vary in writing the purpose or conditions of the Grant so as to allow the use of the remainder of the Grant Proceeds under the varied purpose or conditions.

**3.8 Grant Regulation** – Nothing in this Agreement in any way relieves the Recipient from strict compliance with the Grant Regulation or otherwise impacts the interpretation or application of the Grant Regulation.

**3.9 Intellectual Property** – The Recipient acknowledges and agrees that any Intellectual Property that

may be generated through the Project be used for the benefit of Alberta and Albertans. Ownership of any Intellectual Property developed through the Project will follow the policies and practices of the Recipient and agreements to which the Recipient is a party.

- 3.10 Ownership of Reports** – Notwithstanding any other provisions in this Agreement, ownership of any reports provided by the Recipient under this Agreement, regardless of form, and all intellectual property rights therein, vests in the Minister.

#### **4. RECORDS, REPORTS AND MONITORING**

- 4.1 Project Records** – During the Term and for a period of five (5) years afterwards, the Recipient shall maintain or cause to be maintained full, accurate and complete records of the activities conducted in furtherance of, and the results achieved through the conduct of, the Project.
- 4.2 Financial Records** – During the Term and for a period of five (5) years afterwards, the Recipient shall keep full, accurate and complete records and books of account relating to the receipt and expenditure of the Grant Proceeds.
- 4.3 Audit** – The Minister or the Auditor General, or their authorized representatives may, during the Term and for five (5) years afterwards, on reasonable notice to the Recipient, audit or examine, and take copies and extracts of, the records and books of account maintained by the Recipient in accordance with sections 4.1 and 4.2. The cost of any special audit, examination or report shall be payable by the Minister, unless the audit, examination or report reveals material breaches of this Agreement or indicates that the records and books of account were inadequate to permit a determination of how the Grant Proceeds were used by the Recipient or what results were achieved through the conduct of the Project, in which case the cost shall be borne by the Recipient.
- 4.4 Reporting** – The Recipient shall comply with the reporting requirements of Schedule C.
- 4.5 Inspection** – The Minister is entitled, at reasonable times during the Term and on reasonable notice to the Recipient, to have its authorized representatives attend at the premises of the Recipient or at the place where the Project is being carried out, for the purpose of examining the premises or files, documents and records, or any other assets pertinent to the Project in order to assess whether the Recipient is in compliance with the terms and conditions of this Agreement. The Recipient shall provide the Minister's authorized representatives with such assistance as may be reasonably required during such an inspection. This right of inspection is limited to the purpose of ascertaining whether this Agreement has been complied with, and the Minister shall not have any general right to obtain custody or copies of records in the custody of the Recipient.
- 4.6 Access to Information** – The Recipient acknowledges that this Agreement, including the name of the Recipient, and the terms and conditions of the Grant under this Agreement, may be subject to disclosure pursuant to FOIP. The Recipient further acknowledges that FOIP applies to information obtained, related, generated, collected or provided to the Minister under this Agreement and that any information in the custody or under the control of the Minister may be disclosed.

#### **5. LIABILITIES**

- 5.1 Indemnity** – The Recipient agrees to indemnify and hold harmless the Minister from any third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Recipient is legally responsible, including those arising out of negligence or willful acts by the Recipient or its employees, officers, contractors or agents.
- 5.2 General Liability Insurance** – The Recipient shall, at its own expense and without limiting its

liabilities under this Agreement, insure its operations under a contract of General Liability Insurance in an amount of not less than \$2,000,000 inclusive per occurrence, insuring against bodily injury, personal injury and property damage including loss of use.

- 5.3 Evidence of Insurance** – The Recipient shall provide, on request, evidence of the insurance required under section 5.2 to the Minister in a format acceptable to the Minister.

## **6. TERMINATION AND NON-PERFORMANCE**

- 6.1 Mutual Termination** – The Parties may terminate this Agreement at any time by mutual written agreement. This Agreement is terminated as of the date given in the written agreement between the Parties.

- 6.2 Termination by Minister** – The Minister may terminate this Agreement without cause on thirty (30) days written notice to the Recipient. This Agreement is terminated as of the date given in the termination notice. In the event the Minister terminates this Agreement without cause pursuant to this section, then:

- (a) the Recipient must repay to the Minister, within ninety (90) days of the date of termination, any part of the Grant Proceeds already paid to it and not used, committed or expended for the purposes of the Project, unless the Minister has provided written consent to the use by the Recipient of the Grant Proceeds for another purpose;
- (b) subject to section 6.2(c), the Minister shall not be liable to pay the Recipient any subsequent instalments of the Grant Proceeds not already paid, if any; and,
- (c) where the Grant Proceeds are paid in instalments or subject to a disbursement schedule as set out in Schedule B of this Agreement, and where the Recipient has, as of the date of termination of this Agreement, reasonably incurred expenditures or committed funds for the purposes of the Project that exceed the amount of the Grant Proceeds paid or permitted to be disbursed up to the date of termination (the “Pending Costs”), then the Minister may, on written request by the Recipient and in the Minister’s sole discretion, pay to the Recipient an amount in respect of such Pending Costs, provided that payment of such amount would not result in a total payment to the Recipient in excess of the amount of the Grant.

- 6.3 Events of Default** – If the Recipient fails to proceed with the Project, is not carrying out the Project, alters the Project without the consent of the Minister, uses any part of the Grant Proceeds other than for the Project, or has otherwise breached any of its obligations pursuant to this Agreement, the Recipient will be deemed to have committed an event of default and the Minister may give written notice to the Recipient referring to the breach and requiring the Recipient to remedy the breach within a reasonable time in the Minister’s sole discretion, as so stated in the notice.

- 6.4 Remedy** – If the Minister has given notice pursuant to section 6.1 and the Recipient has failed to commence to remedy the breach or the Recipient has failed to remedy the breach within the time specified in the notice, the Minister may do any one or more of the following:

- (a) withhold payment of all or any portion of the Grant Proceeds;
- (b) demand repayment of all or any portion of the Grant Proceeds;
- (c) suspend expenditure of the Grant Proceeds by the Recipient;
- (d) require that the Grant Proceeds be used for other purposes approved by the Minister;

- (e) terminate the Agreement; and
- (f) pursue any remedy available to the Minister in law or equity.

## 7. **CONFLICT OF INTEREST**

- 7.1 Other Agreements** – The Recipient shall not enter into any other agreement with any other Minister of the Government of Alberta or any other person, the requirements of which will conflict with the requirements of this Agreement, or which will or may result in its interest in any other agreement and this Agreement being in conflict.
- 7.2 Impartiality, Private Interests, Acceptance of Benefits and Financial Interests** – The Recipient shall ensure that the Recipient and its officers, employees, contractors and agents:
- (a) conduct their duties related to this Agreement with impartiality and shall disqualify themselves from dealing with anyone with whom a relationship could bring their impartiality into question;
  - (b) not influence, seek to influence, or otherwise take part in a decision of the Minister, knowing that the decision might further their private interests;
  - (c) not accept any commission, discount, allowance, payment, gift or other benefit that is connected, directly or indirectly, with the performance of their duties related to this Agreement, that causes, or would appear to cause, a conflict of interest; and
  - (d) have no financial interest in the business of a third party that causes, or would appear to cause, a conflict of interest in connection with the performance of their duties related to this Agreement.
- 7.3 Disclosure** – The Recipient shall promptly disclose to the Minister any conflict of interest or apparent conflict of interest arising under section 7.2.

## 8. **COMMUNICATIONS**

- 8.1 Announcement** – The Recipient shall not make any public announcement or issue any press release regarding this Agreement or the making of the Grant, except in consultation with and the approval of the Minister as to the contents of the announcement or press release, which approval shall not be unreasonably withheld.
- 8.2 Notices** – Any notices, approvals, consents and other communication under this Agreement shall be in writing and will be effective when delivered in person, by mail, by email, or couriered to the following respective addresses:
- (a) if to the Minister:

Alberta Jobs, Economy and Trade  
 Economic Development & Business Supports  
 8th Floor, Commerce Place  
 10155 - 102 St. NW  
 Edmonton, AB T5J 4G8

Attention: Nicholas Hrycun

Phone: 1-833-538-6733

Email: nred.program@gov.ab.ca

(b) if to the Recipient:

TOWN OF STRATHMORE  
Box 2280, 1 Parklane Dr.  
Strathmore, AB T1P 1K2

Attention: Angela Groeneveld

Phone: 403-934-3133

Email: angela.groeneveld@strathmore.ca

Either Party may change its contact information by giving written notice to the other in the above manner.

## **9. GENERAL PROVISIONS**

- 9.1 Minister's Obligations** – The Minister's responsibility pursuant to this Agreement is limited solely to the provision of financial assistance in accordance with the terms and conditions set out herein. The Recipient shall not incur any expenses or debts on behalf of, nor make any commitments for or on behalf of, the Minister. The Minister may, in the Minister's sole and absolute discretion, delegate any duties, powers or functions relating to the provisions of this Agreement.
- 9.2 Amendment** – This Agreement may be amended only if the amendment is made in writing and signed by a duly authorized representative of the Minister and the Recipient.
- 9.3 Waiver** – No waiver of any provision of this Agreement is effective unless made in writing, and any such waiver has effect only in respect of the particular provision or circumstance stated in the waiver. No representation by either of the Parties with respect to the performance of any obligation under this Agreement is capable of giving rise to an estoppel unless the representation is made in writing.
- 9.4 Additional Assurances** – The Parties agree, from time to time, to do all such acts and provide such further assurances and instruments as may reasonably be required in order to carry out the provisions of this Agreement according to their spirit and intent.
- 9.5 Assignment** – The Recipient may not assign this Agreement or any right or benefit under it without the prior written consent of the Minister, which may be given or refused in the Minister's sole discretion. The Recipient may, however, contract with such parties as it sees fit for the purpose of carrying out the Project. No contract entered into by the Recipient shall relieve the Recipient from any of its obligations under this Agreement.
- 9.6 Successors and Assigns** – This Agreement shall be for the benefit of and is binding on the Parties' successors and assignees.
- 9.7 Governing Law** – This Agreement shall be governed by and construed in accordance with the laws of the Province of Alberta. The Parties hereby irrevocably and unconditionally attorn to the exclusive jurisdiction of the courts of the Province of Alberta.
- 9.8 Severability** – The terms and conditions of this Agreement are severable to the extent that any one that may be contrary to the laws of Alberta shall be deemed to be modified to comply with those

laws, but every other term and condition shall remain valid.

- 9.9 Time is of the Essence** – Time is of the essence of this Agreement.
- 9.10 Compliance with Laws** – The Recipient shall comply with all statutes, regulations, orders, licenses and permits applicable to the Recipient in carrying out the Project.
- 9.11 Survival of Provisions** – Notwithstanding any other provisions of this Agreement, those provisions of this Agreement which by their nature or terms call for performance subsequent to expiry or termination of this Agreement, shall so survive and continue after the expiry or termination of this Agreement, whether or not such sections expressly state that they shall so survive and continue to bind the Parties. Without limiting the generality of the foregoing, sections 3.2, 3.7, 3.9, 3.10, 4.1, 4.2, 4.3, 4.4, 4.6 and 5.1, and the provisions of Schedule C shall survive this Agreement and shall continue to bind the Parties.
- 9.12 Execution in Counterpart** – Unless executed using an electronic signature approved by the Minister, this Agreement may be executed in counterparts, in which case the counterparts together shall constitute one agreement, and in which case communication of execution by emailed PDF to the email addresses set out in section 8.2 of the Agreement will constitute delivery. Execution of this Agreement must occur in accordance with the policies and procedures established by the Minister as may be made available to the Recipient.

The Parties have therefore executed this Agreement, each by its duly authorized representative, as of the date at the beginning of this Agreement.

**HIS MAJESTY IN RIGHT OF ALBERTA  
as represented by the Minister of  
Jobs, Economy and Trade**

Per: \_\_\_\_\_

**Kelley Bessette**

Name of authorized officer

**Director, Business and Industry Supports**

Office held

**Kevin Scoble** TOWN OF STRATHMORE

Signed with ConsignO Cloud (2025-03-11)  
Verify with verifio.com or Adobe Reader.

Per: \_\_\_\_\_

**Kevin Scoble**

Name of authorized officer

**CAO**

Office held

**ALBERTA JOBS, ECONOMY AND TRADE  
GRANT AGREEMENT**

**SCHEDULE A - RECIPIENT'S PROPOSAL**

The attached "NRED Application - Investment Attraction for a Vibrant Community" constitutes the Proposal for the Project, as submitted by the Recipient.

# NRED-03-00108

## Project Manager Contact

<b>First Name:</b> Angela	<b>Last Name:</b> Groeneveld
<b>Title:</b> Senior Manager Economic Stability & Investment	<b>Email:</b> angela.groeneveld@strathmore.ca
<b>Primary Phone:</b> 403-934-3133	<b>Secondary Phone:</b> FOIP Sec. 17(1)
<b>Is Project Manager Contact the same as Signing Authority Contact?:</b> No	

## Signing Authority Contact

<b>First Name:</b> Kevin	<b>Last Name:</b> Scoble
<b>Title:</b> CAO	<b>Email:</b> juanita.spielman@strathmore.ca
<b>Primary Phone:</b> 403-934-3133	<b>Secondary Phone:</b> FOIP Sec. 17(1)

## Organization Details

<b>Organization Name</b> Town of Strathmore
<b>Organization Type</b> Municipality

## Project Information

<b>Project Title:</b> Investment Attraction for a Vibrant Community1	<b>Project Type:</b> Marketing and Investment/Regional Promotion
<b>Priority Area:</b> Increase Regional Attractiveness for Private Investment and Investment Attraction Readiness	
<b>Write a clear and brief description of your project. If your project is approved, this description will be used on our website (500 characters or approximately 100 words):</b> investment attraction website and investment marketing	
<b>Write a clear and brief description of the project outcomes (500 characters or approximately 100 words):</b> The Strathmore Economic Development Action Plan, developed in 2022, recognizes the importance of strengthening and diversifying the local business ecosystem, including an online “business boost” hub dand an investment attraction platform within the municipal web site, resulting in adequate knowledge and tools to ensure businesses thrive and succeed. Once developed, the website will be the main tool for investment attraction marketing.	
<b>Is your project located in northern Alberta, with 51% or more of the project costs to be spent in the northern region? For the definition of northern region please refer to the Program Guidelines.:</b> No	
<b>Proposed Project Start Date:</b> 4/1/2025	<b>Proposed Project End Date:</b> 12/31/2026



**How many communities will be directly impacted by the project? Please enter the number of communities (put zero if not applicable):.**  
8

**Explanation of communities affected by project:**  
Wheatland County, Hussar, Rockyford, Standard, Carseland, Cheadle, Vulcan County , Siksika Nation. Increased population, business growth, employee availability, housing choices, resource and funding opportunities, and visible to a global audience.

**How many Small and Medium Enterprises (SME’s) will this project support (put zero if not applicable)?**  
1,000

**Explanation of Number of SME's Supported.**  
Increased expansion opportunities, more businesses retained, increased employment availability, increase in business knowledge and funding opportunities resulting in higher profit.

**Select the industry that this project best supports (choose the best fit)?**  
Construction

**Brief explanation how the project investment will be leveraged in the community (Max 1000 characters or approximately 200 words)**  
Planning and development of housing and development initiatives will be available to all. Accessible information for social services organizations which can result in construction of many types of affordable housing and employment. Workforce and development issues will be addressed between the Town and developers resulting in creative solutions to the problems. Reduction of red tape. Current Alberta and Canada business resources will be used to their full potential in Strathmore and beyond. Capacity for economic investment will increase as the Town continues to grow due to large industry development in the region. Diversification of business will help strengthen the community socially and economically. Shared information between business and supports like Business Link, Alberta Women Entrepreneurs (AWE), Invest Alberta. Empty lots will begin to see vibrancy and downtown organizations supported. Investment marketing.

**Select the Region that best fits your project’s location:**  
Camrose-Drumheller

## Project Partners

Organization Name	Operating Name of Organization	Type of Organization	Partner Contact Name	Main Phone
Community Futures Wildrose	Community Futures Wildrose	Not-For-Profit	Chantale Sangster	403-934-8888

**Number Of Project Partners:**  
1

**Provide details on how the project partners will contribute to the project**  
Will provide website content Will participate as needed at the investment marketing stage

## Project Overview

**Overview**  
Be specific and concise. This section serves as an executive summary of your project.

**Identify and describe the issue or problem that the project will address (Max 3,000 characters or approximately 600 words)**

The Town of Strathmore, located 40 km east of Calgary, is a community of almost 15,000 people. The population of Strathmore increased 6.06% in the last five years. The community is not supported by a Regional Economic Development Specialist (REDS) or Calgary Regional Partnership, therefore, all marketing is done internally. Strathmore stands out as more than a just a town - it's an East-Central business and residential hub, located in the heart of the Calgary region. Businesses can thrive in a supportive local community, while residents enjoy the best of both worlds – the charm of small-town living and access to urban market opportunities. The Town of Strathmore's location in the region, and the community's proximity to key transportation corridors, are leading competitive advantages. Numerous large investments are being made by companies such as Nutrien, CGC Inc and De Havilland Canada (anticipate 1500 employees once it is in full operation) in the surrounding area of Wheatland County, resulting in demands for workforce and housing, community supports, as well as increased opportunities for local business and investment. The Wheatland County Business and Community Profile recognizes that "the Town of Strathmore...is their own self- governed municipality and continues to be part of the community development within the region". Three goals in the newly developed Town of Strathmore Economic Development Action Plan will guide the Town through 2024 – 2027. 1. Strengthen Economic Development Capacity Strategy: Develop partnerships to address workforce issues and provide tools for industry to attract and retain employees 2. Enhance the Community's Investment Readiness to Attract New Investment Strategy: Foster sustainable economic development by improving community investment readiness, supporting Town planning, housing and workforce initiatives 3. Strengthen and Diversify the Local Business Ecosystem Strategy: Implement business retention, expansion and new investment initiatives to help business thrive and grow, including an online business hub for investment and BRE To begin Goal #2, the Town will create designated Business Resource pages within the existing Town website, prioritizing three target audiences: existing local businesses; entrepreneurs; and investors/site selectors/developers. • For existing businesses, the site will include a range of business support programs, grants, tools to use in business, newsletter, and business news. • For entrepreneurs, content will include 'how to start a business', business planning tools, connections to training programs, what is needed to get a license, and easy permitting processes for development. • For investors/developers/site selectors content will include 'how to do business with the Town', links to easy planning/permitting, town plans and studies, interactive maps, community and business data, pictures and videos. Inclusion of an investment attraction platform, such as Cityviz.

**Describe the expected result or benefit of the project and how the project will address the issue or problem described above (Max 3,000 characters or approximately 600 words)**

The website and marketing is the introduction of the numerous actions within the Town of Strathmore's Economic Development Action Plan which will strengthen the region for future growth through investment attraction. The investment marketing plan is dependent on this online resource. This site should tell the story of the Town of Strathmore; where it is, that it is open for business, and that the town is vibrant and provides a place for employees and families to reside. An up to date site which will be managed and updated regularly will be the first marketing tool for investment attraction. The use of existing online resources for such items as land use and bylaws will assist existing town staff in managing the site as capacity is limited in a rural community. A vibrant website full of up to date information, community pictures, along with lifestyle and business resources, will be a full online package for site selectors. Local businesses have indicated they are unaware of the numerous resources available to them. The web site will provide information on workforce, funding, and training and education opportunities. Availability of this information can benefit businesses to improve workforce retention and attraction and business expansion. Cross marketing opportunities for businesses in the region will increase to improve businesses' bottom line. Improved data collection will translate to good decision making for business and the municipality. Up to date information related to data, real estate and development opportunities in the region, will be available globally. As investment in the region increases, businesses will be able to take advantage of new opportunities for supply of services and goods. Land inventory and maps will be available online. Site selectors expect that this information will be at their fingertips as they search for the most promising locations. Direct communication with site selectors will increase opportunities for new development. Support to travel to specific places to develop relationships and "pitch" to the investment community is conducive to success. The region will be strengthened as a place to do business. Strathmore's website will be an example of rural online representation to build small town communities. More knowledge prepares SME's for potential "big box" investment competition. Lifestyle as part of business development and investment will be highlighted. Employees want to know about the community where they will reside. The site provides the basis for investment marketing to a global audience.

## Project Impact and Outcomes (Why the project is needed)

Please select the following priority area(s) your project directly aligns with and provide evidence of tangible and measurable economic impact benefits on the community and/or industry. Please refer to definitions section of the Program Guidelines (Max 3,000 characters or approximately 600 words)

- One industrial expansion \$300,000 to \$5,000,000 direct investment  
10 employees - \$60,000 \$600,000 in annual salaries  
Increased tax revenue to the Town  
Local businesses may benefit through provision of goods and services to the new development.  
Multiplier effect – 1.5 to 2.5 for local job creation depending on the industry and region  
 $\$600,000 \times 1.5 = \$900,000$

- 10 new businesses  $\$75,000 \times 10 = \$750,000$   
Direct investment in location  $10 \times \$100,000 = \$1,000,000$   
Increased tax revenue to the town  
Multiplier effect  $1.5 \times 750,000 = \$1,125,000$

**Support Planning and Feasibility Studies : No**

**Support Business/Industry Retention and Expansion : Yes**

- 3 home based business expansion \$60,000  
3 part time employees  $3 \times \$20,000.00 = \$60,000.00$   
Multiplier effect – 1.5 to 2.5 for local job creation depending on the industry and region  
Multiplier effect  $1.5 \times 60,000 = \$90,000.00$

- 15 business expansions  $\$50,000 \times 15 \text{ businesses} = \$750,000$   
15 Full time positions  $\times \$50,000 = \$750,000$   
Note: in 2019, a business study indicated that 25 businesses were considering expanding prior to COVID  
Multiplier effect – 1.5 to 2.5 for local job creation depending on the industry and region  
 $\$750,000 \times 1.5 = \$1,125,000$

Will this project create any new jobs? Please indicate the number of jobs for each category and describe the positions in the space below (put zero if not applicable).

**Full-time positions (30 or more hours per week) during the course of the project : No**

**Part-time positions (less than 30 hours per week) during the course of the project : Yes**

Positions# 4  
Description :  
1 EDO 4 employees of consultants

**Full-time positions (30 or more hours per week) that will potentially be created as a result of this project : Yes**

Positions# 235  
Description: 1 Town employee dedicated to Investment Attraction  
1 Town employee dedicated to Planning and Development  
10 employees for industrial expansion  
15 positions for business expansion  
10 positions for new businesses  
Hundreds of construction workers

**Part-time positions (less than 30 hours per week) that will potentially be created as a result of this project : Yes**

Positions# 10  
Description :  
3 - 10 part time employees for home base expansion 1 Web site Maintenance 1 Funding/resource research 1 videographer/photographer for web site content 1 graphic designer

**Please provide a brief summary of how the number of jobs was determined, taking into account factors such as project scope, expected workload, and potential expansion of operations :**

The intent of the project is to bring investment to the Town of Strathmore, and through this process, local SME's will benefit. Research and AI provided the figures. One online resource: small residential home construction needs 26-32 skilled workers, larger scale commercial projects could double that amount, and multiple skilled workers include craftsmen, earth movers are additional numbers who could benefit economically from development.

# Management and Measurement

Use this template for your Management and Measurement information. This template will outline the milestones for the project and be used to determine the project management expectations: Management and Measurement Template.

## Project Budget

### Revenue

The maximum Alberta Government funding, including the requested grant amount, cannot exceed 75% of the total project value for applicants that are Indigenous (First Nations or Metis Settlement). For all other applicants, the maximum Alberta Government funding, including the requested grant amount, cannot exceed 50% of the total project value.

Requested Grant Amount	\$91,000.00
Other Alberta Government Funding - Cash	\$0.00
Other Alberta Government Funding - In Kind	\$0.00
Total GoA Funding	\$91,000.00

### Funding/Contributions

For First Nations or Metis Settlement applicants: This represents your contribution, which must equal or exceed 25% of the Total Project Value.

For all other applicants: This represents your contribution, which must equal or exceed 50% of the Total Project Value.

Name of Contributor	Type of Organization	Type of Funding	Cash	In Kind	Additional Details
Town of Strathmore	Municipality	Committed (e.g. funding has been committed by contributor but not yet received)	\$97,500.00		
Total Applicant Sourced Contributions			\$97,500.00		
Total Project Value			\$188,500.00		

Use this template for your Budget: Budget Template

Enter the sum of your Total Budget in the field below. Your Total Project Value should equal your Total Budget. Upload your completed Budget template in the 'Attachments' section of the application portal.

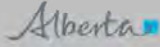
Total Budget	\$188,500.00
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**ALBERTA JOBS, ECONOMY AND TRADE  
GRANT AGREEMENT**

**SCHEDULE B – APPROVED BUDGET**

The attached “Approved Budget” table sets out the total project expenses breakdown approved by the Minister on review of the Recipient’s Proposal.

**PROJECT BUDGET**  
**NORTHERN AND REGIONAL ECONOMIC DEVELOPMENT (NRED) PROGRAM - INTAKE 3 (2024/2025)**



ORGANIZATION LEGAL NAME: Town of Strathmore

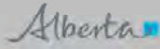
PROJECT TITLE: Investment Attraction for a Vibrant Community

Eligible Project Costs for NRED Support (Full Amount)	Description of Eligible Project Cost	Full Amount of Project Cost	Eligible Project Cost
Professional Services Fees (Cannot Include Legal or Accounting)		-	-
Project Management Fees		-	-
Training or Workshop Facilitators/Providers		-	-
Event Speaker Fees		-	-
Facility Rentals		-	-
Equipment Rentals		-	-
Event Meals/Catering		-	-
Project Travel		-	-
Advertising/Marketing	Marketing Plan and campaign	60,000	60,000
Printing/Publishing (Paper or Web)	Web site design/ Cityviz tool	87,800	87,800
Economic Development Officer	Assistance with this project	24,000	24,000
Workshops/Seminars/Events	Attendance at events related to Investment Attraction/site selecto	10,230	10,230
<b>Total Eligible Project Costs</b>			<b>182,030</b>

Ineligible Project Costs (NOT Eligible for NRED Support - Full Amount)	Description of Ineligible Project Cost	Full Amount of Project Cost	Ineligible Project Cost
Portion of Project that exceeds \$600,000		-	-
Ineligible Portion of Event Meals/Catering		-	-
Ineligible Portion of Project Travel		-	-
Other Ineligible Project Cost 1		-	-
Other Ineligible Project Cost 2		-	-
Other Ineligible Project Cost 3		-	-
Other Ineligible Project Cost 4		-	-
Other Ineligible Project Cost 5		-	-
Other Ineligible Project Cost 6		-	-
Other Ineligible Project Cost 7		-	-
Other Ineligible Project Cost 8		-	-
Other Ineligible Project Cost 9		-	-
Other Ineligible Project Cost 10		-	-
<b>Total Ineligible Project Costs (NOT Eligible for NRED Support)</b>			<b>-</b>

<b>TOTAL COST OF PROJECT (Eligible and Ineligible Costs)</b>	<b>182,030</b>
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**PROJECT BUDGET**  
**NORTHERN AND REGIONAL ECONOMIC DEVELOPMENT (NRED) PROGRAM - INTAKE 3 (2024/2025)**



ORGANIZATION LEGAL NAME: Town of Strathmore  
 PROJECT TITLE: Investment Attraction for a Vibrant Community

NRED Grant Amount Applied For	Municipality	50%	<b>91,000</b>
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Applicant's Matching Funding	Description of Funds Source	Amount of Funding	Funding Applied towards Eligible Project Costs
Applicant's Internal Sources of Funding	Town of Strathmore Communication and Economic Dev Dept	97,500	97,500
Funds Provided by a Funding Partner		-	-
Donations from non-government entities		-	-
In-Kind Contributions (max 20% of total eligible project costs or \$15,000)		-	-
Government of Canada funding		-	-
Municipal Government Funding (not the applicant or a project partner)		-	-
Other Applicant's Matching Funding 1		-	-
Other Applicant's Matching Funding 2		-	-
Other Applicant's Matching Funding 3		-	-
Other Applicant's Matching Funding 4		-	-
Other Applicant's Matching Funding 5		-	-
Other Applicant's Matching Funding 6		-	-
Available Funds for Matching Funding			<b>97,500</b>
NRED Grant + Funds Available for Matching Funding			<b>188,500</b>
Less Total Eligible Project Costs			<b>(182,030)</b>
Amount Available to Apply towards Ineligible Project Costs			<b>6,470</b>

Funding Sources Not Eligible as Matching Funding	Description of Funds Source	Amount of Funding	Funding Applied towards Ineligible Project Costs
Matching Funding not being applied to Eligible Project Costs		6,470	6,470
In-Kind Contribution in Excess of Allowed Amount		-	-
Other Funding Source not eligible as Matching Funding 1		-	-
Other Funding Source not eligible as Matching Funding 2		-	-
Other Funding Source not eligible as Matching Funding 3		-	-
Other Funding Source not eligible as Matching Funding 4		-	-
Other Funding Source not eligible as Matching Funding 5		-	-
Other Funding Source not eligible as Matching Funding 6		-	-
Other Funding Source not eligible as Matching Funding 7		-	-
Other Funding Source not eligible as Matching Funding 8		-	-
Other Funding Source not eligible as Matching Funding 9		-	-
Other Funding Source not eligible as Matching Funding 10		-	-
Other Funding Source not eligible as Matching Funding 11		-	-
Other Funding Source not eligible as Matching Funding 12		-	-
Total Funding Towards Ineligible Project Costs			<b>6,470</b>
TOTAL OF ALL SOURCES OF FUNDING FOR PROJECT (Eligible and Ineligible Costs)			<b>188,500</b>
TOTAL OF ALL PROJECT COSTS			<b>182,030</b>

**ALBERTA JOBS, ECONOMY AND TRADE  
GRANT AGREEMENT**

**SCHEDULE C - REPORTS**

- C.1 Reports Format** – All reports must contain the information and be in a format specified by or acceptable to the Minister.
- C.2 Final Financial and Summary Report** – In consideration of the Minister providing the Grant, no later than February 28, 2027, the Recipient shall provide a final report including the following:
- (a) an acceptable financial statement accounting for all Project revenues and expenditures, including all interest and other income earned from investments of the Grant Proceeds;
  - (b) a concise summary of what the Project achieved; and
  - (c) an acknowledgement signed by a senior financial official of the Recipient that the money provided under this Agreement was used for the purpose of the Project.
- C.3 Changes to the Proposal** – The Recipient shall communicate to the Minister for the Minister's approval, through a detailed report, as soon as possible, proposed significant changes in the Project scope, costs, types of expenditures, or partner funding including any needed extensions to secure funds. The report outlining changes to the Proposal is independent of and in addition to other reporting requirements outlined in this Schedule C.
- C.4 Reporting Compliance** – The Recipient must comply with all reporting requirements under this Schedule C. In cases where the Recipient is found to be in non-compliance with Schedule C requirements, the Recipient will be deemed to have committed an event of default as defined in section 6.3 and the remedies in section 6.4 shall apply.
- C.5 Other Reports** – During the Term and for a period of five (5) years afterwards, the Recipient must provide such additional follow-up information as the Minister may reasonably request for the purpose of evaluating the Project.





# Request for Decision

**To:** Council

**Staff Contact:** Chuck Procter, Manager of Development Services

**Date Prepared:** March 21, 2025

**Meeting Date:** April 16, 2025

**SUBJECT:** Land Use Bylaw Amending Bylaw No. 24-22 (710 3rd Street, 712 3rd Street, 380 Ridge Road, and Area A Plan 0313207) Public Hearing

**RECOMMENDATION:** THAT Council proceed with a Public Hearing for Bylaw No. 24-22 on April 16, 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 April 16, 2025 regarding Bylaw No. 24-22 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

## STRATEGIC PRIORITIES:



Affordable Housing



Climate Resiliency



Community Development



Community Wellness



Economic Development



Financial Sustainability

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

N/A

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## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

N/A

**SOCIAL SUSTAINABILITY:**

N/A

**ENVIRONMENTAL SUSTAINABILITY:**

N/A

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

The Developer has applied for a land use bylaw amendment to add a direct control land use district with increases to allowable density and maximum height. If the land use bylaw amendment is adopted as proposed, Staff would be obligated to approve a development permit, if the development permit application meets the land use bylaw and is for a permitted use.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

N/A

**POLICY:**

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

Several policies from Municipal Development Plan No. 14-03 apply the proposed amendment:

**Section 3.2 Residential**

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

3.2.2 Multi-unit housing areas should be located adjacent to collector roads and should be central, rather than peripheral, to the neighbourhood and should be within easy access to open space and community recreational facilities.

3.2.5 The Town encourages multi-unit high density development to locate in proximity to shopping facilities, institutional uses, parks and open spaces and have good access to major roadways and future public transit service.

3.2.6 Residential infill development is encouraged:

- a) On vacant parcels or under-utilized parcels of land in the Downtown North and Downtown South, and shall maximize the use of existing roads, utilities, parks and other community services.
- c) When the site layout and scale of infill developments is designed to complement the character of the surrounding existing community.

## **IMPLEMENTATION:**

Staff advertised the Public Hearing in accordance with Section 606 of the Municipal Government Act. The Public Hearing was also advertised on the Town's social media pages.

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

## **BACKGROUND:**

Re: Land Use Bylaw Amending Bylaw No. 24-22 (710 3rd Street, 712 3rd Street, 380 Ridge Road, and Area A Plan 0313207) R3 High Density Residential District, District Overlay

An application has been received for a Land Use Bylaw (LUB) redesignation, the amendment is being requested to accommodate the construction of a mixed use residential and commercial apartment complex. The proposed change, if approved, would allow for a combination of high-density housing (R3) and commercial uses. The commercial land use is to facilitate future short-term housing (30 days or less), if there is a demand and required.

The addresses and legal land description for the proposed land use amendment consists of 4 parcels:

- 710 Third Street, Strathmore AB. Lot 2A, Block 28, Plan 992HV
- 712 Third Street, Strathmore AB. Lot 2B, Block 28, Plan 992HV
- Municipal Address NA. Area/Block A, Plan 0313207
- 380 Ridge Road, Strathmore AB. Lot 3, Block 1, Plan 8510985

First reading was given on March 12, 2025.

Notice of Public Hearing was given in the following ways:

- March 13, 2025 - Mailed notice to adjacent landowners
- March 14, 2025 - Posted notice on the Town of Strathmore website, under the Public Hearings section
- March 19, 2025 - Advertisement in the Strathmore Times

- March 26, 2025 - Advertisement in the Strathmore Times
- April 02, 2025 - Advertisement in the Strathmore Times
- April 09, 2025 - Advertisement in the Strathmore Times
- April 09, 2025 - Posted on the Town of Strathmore Facebook page

The applicant has provided a land use analysis, a list of signatures, a concept from C1ZN Architecture, and a transportation letter from Bunt Engineering. All are attached to this report.

The developer has confirmed availability for April 16, 2025 and intends on making a presentation to Council at the Public Hearing.

Staff have reviewed the proposed amendment, and have outlined below the some of the benefits and concerns of the proposed amendment.

#### Benefits:

- The project potentially represents a significant investment in attached housing.
- Strathmore's vacancy rate is low and there is a need for more housing choices. Strathmore had a vacancy rate of 1.70% in 2023 (Government of Alberta dashboard): <https://regionaldashboard.alberta.ca/region/strathmore/residential-vacancy/#/?from=2019&to=2023> and more information regarding vacancy rates [is available here from a CMHC report last year in 2024](#).
- There is a need for more diverse housing types other than the dominant type of housing, which is Single Detached Residential. Statistics on the percentage of single detached homes in Strathmore can be found here: <https://regionaldashboard.alberta.ca/region/strathmore/percent-single-family-houses/#/>
- Attached forms of housing may be more affordable than Single Detached Residential homes for some residents, although there is no guarantee that the proposed dwellings will be or will remain affordable
- Increasing density in and around Strathmore's Downtown is encouraged.
- The location may be suitable for higher density housing, as it is close to nearby services.

#### Concerns:

- The applicant has provided no guarantee that the dwellings will be or will remain affordable, and no confirmation of a partnership with Canada Mortgage and Housing Corporation or other type of entity has been provided. Development Services has no control over a land sale to another party and we have no control over what owners charge for rent. Once land use is given, an applicant can apply for a development permit. As soon as a development permit and building permit are approved, construction can start.
- At any time, the property may be sold and land use will remain.
- The project does not currently meet or comply with any existing land use districts. A custom land use district is being proposed, along with reductions to existing requirements around parking and site landscaping.

- At a density of over 200 units per hectare (uph), this proposal is equivalent to the *Multi-Residential, High Density, Low to Mid Rise* District in [Calgary's Land Use Bylaw 1P2007](#). The current maximum number of units permitted in Strathmore's Land Use Bylaw is 110 units per hectare in the Medium Density Modes Residential (R3M) District. In Strathmore, this density represents high/medium density apartments such as 303 Waddy Lane. The maximum density in the High Density (R3) District is 100 units per hectare, which would allow for 32 units on the site. The amendment proposes two times that and staff believe the proposed density is too high for Strathmore and unprecedented. The direct control district that has been proposed would allow for twice the maximum density currently allowed in the R3M district.
- The proposal is for a 6 storey apartment and the height is proposed to be 22.0m, which is significantly higher than the 14.0m allowed in the R3 High Density Residential District.
- Some commercial mixed-use is proposed, but it is in the form of short-term residential rentals, not commercial retail or professional services.
- Staff suggested that the developer host an open house or use other forms of public engagement, but the applicant chose not to. The applicant did submit a list of names of residents that were informed of the project.
- Planning staff had suggested that the applicant engage a planning firm to help with the proposal however it appears that there has not been any professional planning firm involvement to date.

There are positives to this proposal and there are some drawbacks and risks. The developer will be in attendance at the April 16, 2025 public hearing and intends to make a presentation.

Careful consideration of the benefits and concerns is warranted and the decision is up to Council whether to adopt the proposed amendment. The Land Use Bylaw is a planning tool and Council and the public are able to provide input at the land use amendment stage. If the amendment is adopted, Staff will be obligated to approve development permits for permitted uses which fully comply with the LUB as amended. The district in this case is proposed as a direct control district with a maximum density of over 220 uph (70 units on a parcel with a size of 0.31 hectares) and a height of 22m. Using the existing R3 district regulations, 32 units would be the maximum allowable and 14m would be the maximum height.

If Council approves the proposed amendment, the potential development on the site would increase the number of units on the site from two to seventy. While additional housing options will be provided, this is a significant increase in development intensity which may have off site impacts as noted previously in this report.

If the LUB amendment is approved, the next step will be a development permit application. If the LUB amendment is not adopted by Council, the applicant is free to submit further proposed amendments to the LUB at a later date.

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

**DESIRED OUTCOMES:**

THAT Council proceed with a Public Hearing for Bylaw No. 24-22 on April 16, 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 April 16, 2025 regarding Bylaw No. 24-22 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

**COMMUNICATIONS:**

N/A

**ALTERNATIVE ACTIONS/MOTIONS:****ATTACHMENTS:**

[Attachment I: Land Use Bylaw Amending Bylaw No. 24-22 710 712 3rd Street](#)

[Attachment II: C1ZN Architecture](#)

[Attachment III: Bunt Engineering Traffic Letter](#)

[Attachment IV: Third Street Project - Community Support\\_Redacted](#)

Chuck Procter, Manager of Development Services

Approved  
- 10 Apr  
2025

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

Approved  
- 10 Apr  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 10 Apr  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 10 Apr  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 11 Apr  
2025

2BYLAW NO. 24-22  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA

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

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

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

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

1. SHORT TITLE

1.1 This Bylaw may be cited as the "Land Use Bylaw Amending Bylaw No. 24-22"

2. AMENDMENTS

2.1 That Bylaw No. 14-11 Schedule A – Land Use District Map is amended be changing the land use designation of Lot 2A, Block 28, Plan 992HV, Lot 2B, Block 28, Plan 992HV, Block A, Plan 0313207, and Lot 3, Block 1, Plan 8510985, containing +/- 0.3198 hectares (+/- 0.7902 acres) from CHWY – Commercial Highway District to R3 High Density Residential District, Direct Control District Overlay Low-Mid Rise as shown below in Schedule "A".

2.2 That Bylaw No. 14-11 Schedules Section is amended as follows:

- a) By adding a new Schedule E25 – Direct Control District Overlay – 710 & 712 Third Street, Area/Block A, Plan 0313207, and 380 Ridge Road
- b) By adding the following regulations under Schedule E25 – 710 & 712 Third Street, Area/Block A, Plan 0313207, and 380 Ridge Road

"1. APPLICATION

- 1.1 The provisions of this Direct Control District Overlay apply to those lands described legally as: Lot 2A, Block 28, Plan 992HV, Lot 2B, Block 28,

Area/Block A, Plan 0313207, and Lot 3, Block 1, Plan 8510985 known municipally as 710 & 712 Third Street, Municipal Address NA, and 380 Ridge Road, as shown below:



Figure 1: Direct Control District Overlay – 710 & 712 Third Street, Area/Block A, Plan 0313207, and 380 Ridge Road

- 1.2 The provisions of Section 4.6 – “R3”, High Density Residential District apply to the subject lands unless the provisions of this Direct Control District Overlay conflict with Section 4.6, in which case the provisions of this Direct Control District Overlay must govern.
- 1.3 In addition to the Discretionary Uses prescribed in Section 4.6, 2., b) the follow are Discretionary Uses in this District Overlay:
  - 1.3.1. “Hotels”

## 2.0 REGULATIONS

- 2.1 The maximum number of dwelling units is 220 dwelling units per hectare



2.2 The maximum site area is at the discretion of the approving authority.

2.3 The maximum building height is 22.0m or (6) Storeys.

2.4 The development otherwise demonstrate compliance with all other applicable provisions of Section 4.6 R3 High Density Residential District to the satisfaction of the Development Authority."

### 3. EFFECTIVE DATE

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

READ A FIRST TIME this \_\_\_\_\_ day of 2025

PUBLIC HEARING HELD this \_\_\_\_\_ day of \_\_\_\_\_, 2025

READ A SECOND TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2025

READ A THIRD AND FINAL TIME this \_\_\_\_\_ day of \_\_\_\_\_, 2025

\_\_\_\_\_  
MAYOR

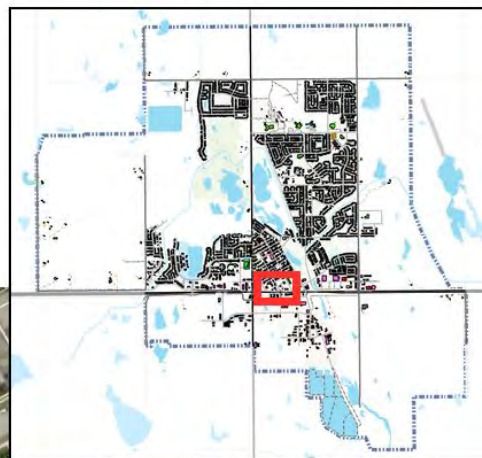
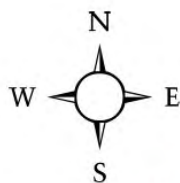
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

## Schedule "A"

### Land Use District



R3 High Density Residential District, Direct Control  
District Overlay Low-Mid Rise



Strathmore  
Multifamily  
Introduction

August 25, 2024

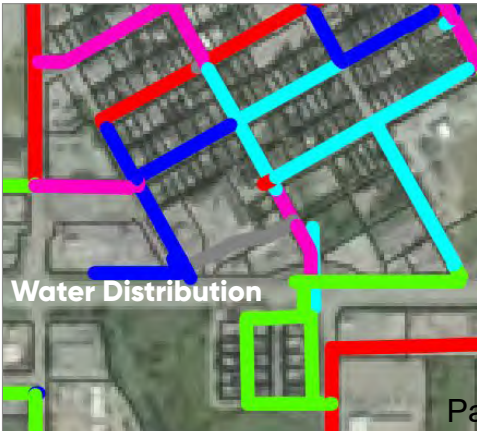
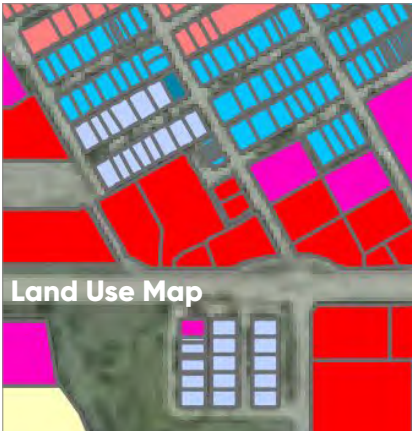
Note: Proposal must be updated with a legal survey.

Municipal Address	712 3rd Street, Strathmore, AB (and surrounding properties)
Legal Address	6th Avenue Plan 5894 P Area 'A' 6th Avenue 771 0059 Lane 992 HV (West and South Sections?) Lot 2A, Block 2, Plan 992 HV Lot 2B, Block 2, Plan 992 HV
Consolidated Parcel Dims	Approx. 41.17 m x 77.69 m
Consolidated Parcel Area	3,197.72 sm / 34,419.97 sf / 0.319772 <b>To be Confirmed via Survey</b>
Land Use Designation	CHWY - Highway Commercial District

Proposed Land Use	<b>R3 - HIGH DENSITY RESIDENTIAL DISTRICT</b>
Front Setback (Minimum)	Minimum 6m and, at the discretion of the Approving Authority, 4.0m if served by a rear lane.
Side Setback (Minimum)	1.5m to 3.0m depending upon adjacencies.
Rear Setback (Minimum)	7m
Maximum Dwelling Units	100 per hectare (32 units) - <b>Relaxation requested to allow 70 units</b>
Maximum Building Height	14.0m / four (4) storeys for Apartment <b>Relaxation requested to allow 22.0m / (6) storeys</b>
Site Coverage	Maximum allowed: 70% / <b>Actual: 35.1%</b>
Vehicular Parking	Downtown: 1 space per unit (70 spaces) / <b>Provided: 75</b>
Landscaping	Minimum 30% site area
Bicycle Parking (Indoor)	Indoor: 6 per 20 units (21) / <b>Provided: 22</b>
Bicycle Parking (Outdoor)	Outdoor: 4 per 30 units (10) / <b>Provided: 10</b>



Land Use District	
AG	AG
C1	C1
CB	CB
CHWY	CHWY
CR1	CR1
M1	M1
M2	M2
MHP	MHP
MHS	MHS
P1	P1
R1	R1
R1N	R1N
R1S	R1S
R2	R2
R2X	R2X
R3	R3
R3M	R3M
UR	UR



Distribution - Pipe	
Unknown	Unknown
50mm	50mm
100mm	100mm
150mm	150mm
200mm	200mm
250mm	250mm
300mm	300mm
350mm	350mm
400mm	400mm
450mm	450mm
500mm	500mm
600mm	600mm
750mm	750mm
900mm	900mm
1200mm	1200mm

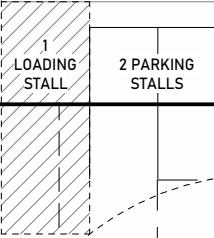
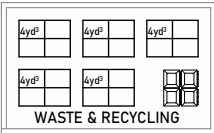


Note: Proposal must be updated with a legal survey.

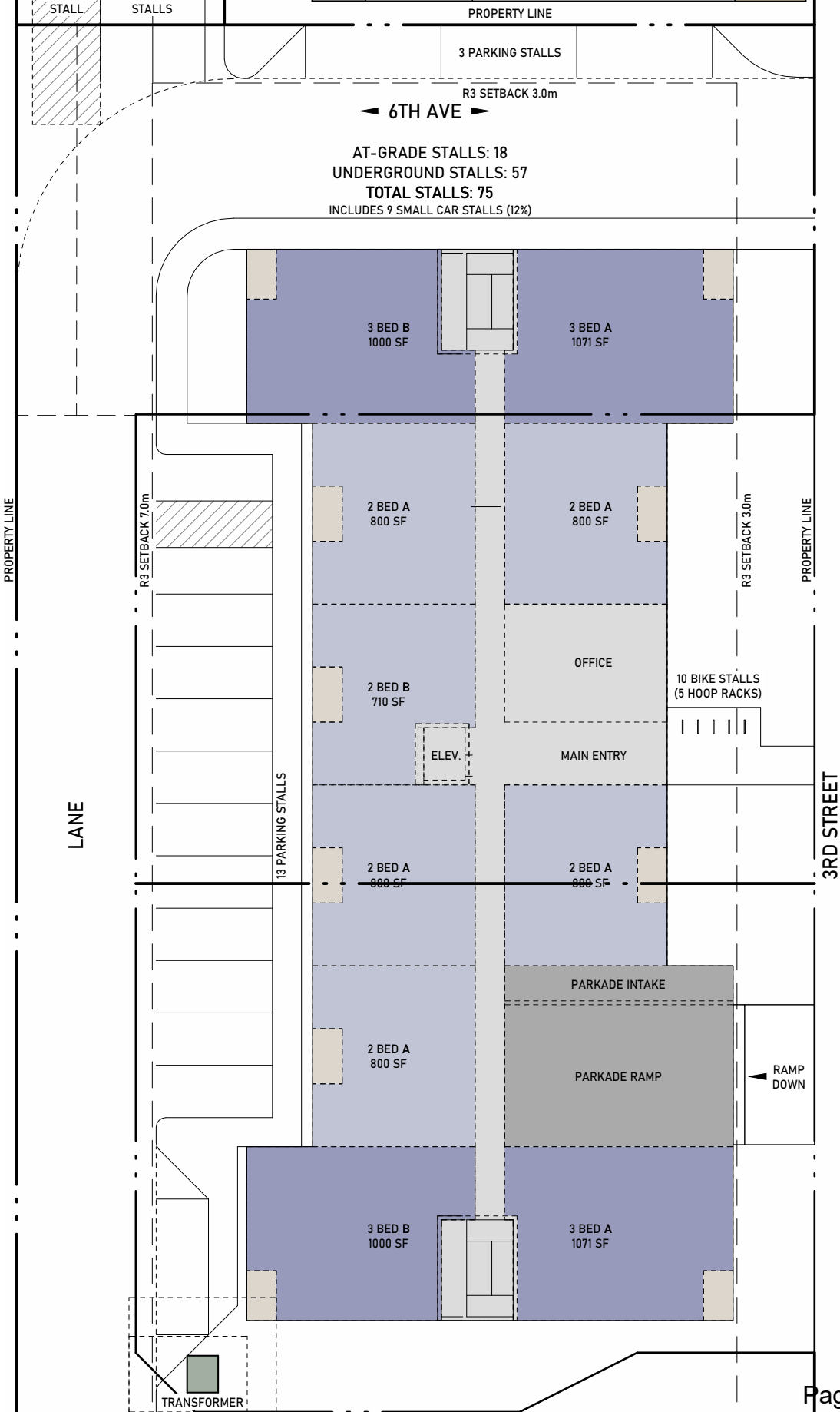
Statistics - Units								
Level	Building GFA		2B-A	2B-B	3B-A	3B-B	Common	
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	ft <sup>2</sup>	
1	1123	12083	5	1	2	2	3268	
2	1082	11648	7	1	4	-	1098	
3	1082	11648	7	1	4	-	1098	
4	1082	11648	7	1	4	-	1098	
5	1082	11648	7	1	4	-	1098	
6	1082	11648	7	1	4	-	1098	
Sum	6533	70325	40	6	22	2	8758	
Statistics - Summary								
Totals	Building GFA		2B-A	2B-B	3B-A	3B-B	Common	
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	ft <sup>2</sup>	
Units	6533	70325	40	6	22	2	8758	
			46		24			
			66%		34%			
			70					
GFA			32000	4260	23562	2000		
			61822					
			88%					
100%			88%					12.45%



Note: Proposal must  
be updated with a  
legal survey.



Totals	Building GFA		2B-A	2B-B	3B-A	3B-B	Common
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	ft <sup>2</sup>
Units	6533	70325	40	6	22	2	8758
			46		24		
			66%		34%		
			70				
GFA			32000	4260	23562	2000	
			61822				
			88%				
	100%		88%				12.45%



August 25, 2024

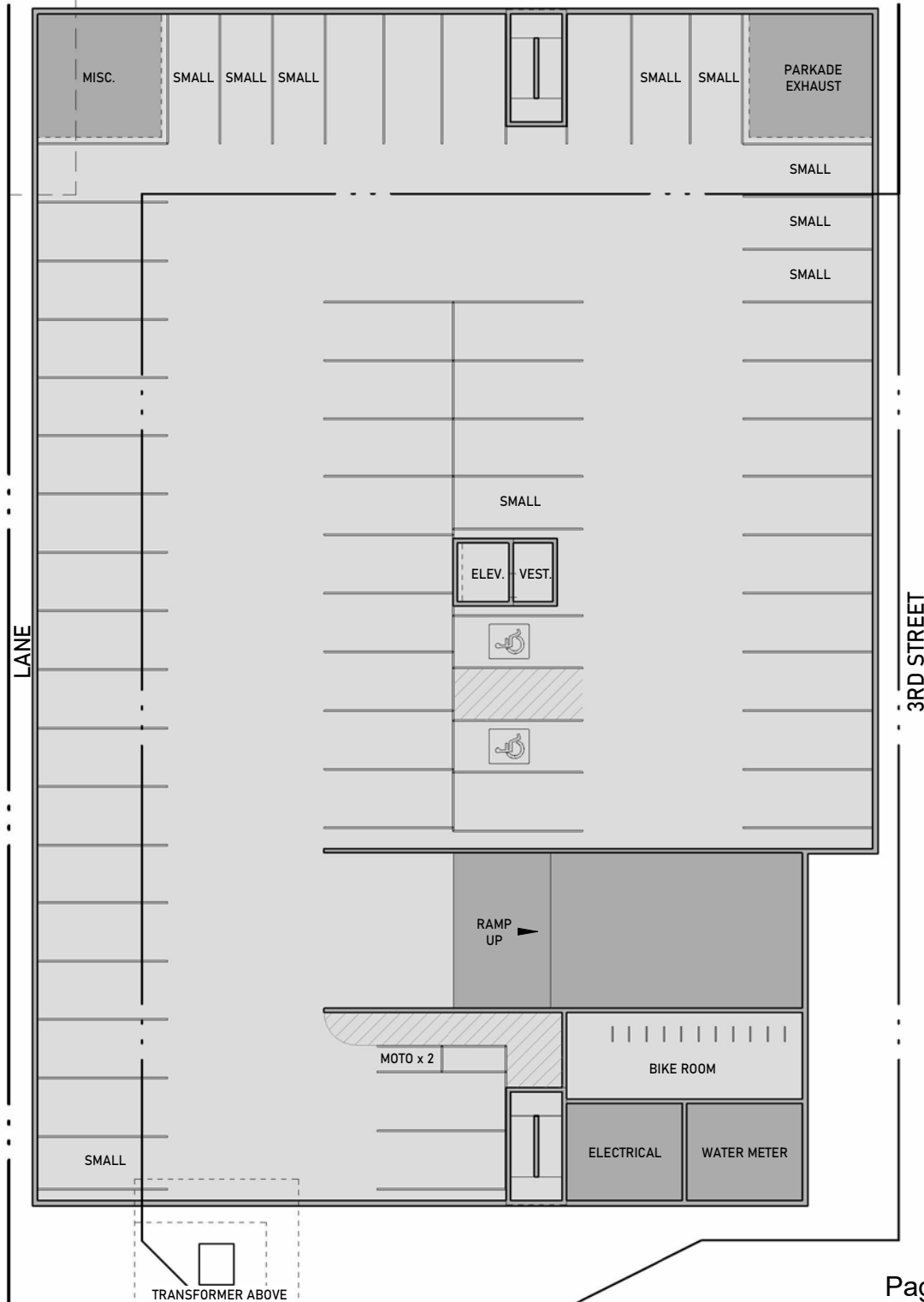
**Note:** Proposal must be updated with a legal survey.

Totals	Building GFA		2B-A	2B-B	3B-A	3B-B	Common
	m <sup>2</sup>	ft <sup>2</sup>					
Units	6533	70325	800	710	1071	1000	8758
			40	6	22	2	
			46		24		
			66%		34%		
			70				
GFA			32000	4260	23562	2000	
			61822				
			100%		88%		

U.R.W.

◀ 6TH AVE ▶

AT-GRADE STALLS: 18  
UNDERGROUND STALLS: 57  
**TOTAL STALLS: 75**  
INCLUDES 9 SMALL CAR STALLS (12%)  
TOTAL DOES *NOT* INCLUDE 2 MOTORCYCLE STALLS



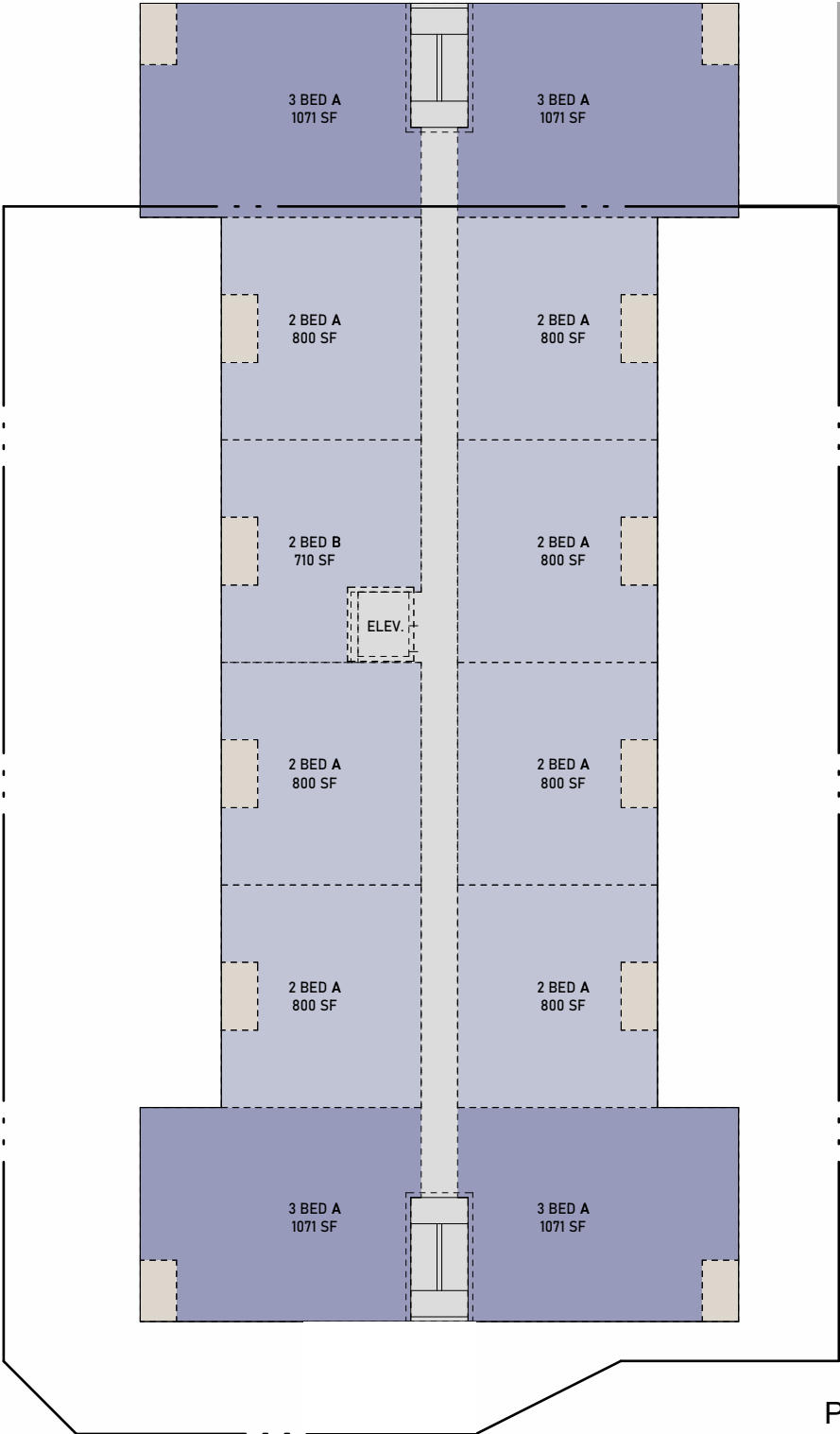
CTZN24-0003

**C1ZN**  
architecture



**NORTH**

Statistics - Units							
Level	Building GFA		2B-A	2B-B	3B-A	3B-B	Common
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	
1	1123	12083	5	1	2	2	3268
2	1082	11648	7	1	4	-	1098
3	1082	11648	7	1	4	-	1098
4	1082	11648	7	1	4	-	1098
5	1082	11648	7	1	4	-	1098
6	1082	11648	7	1	4	-	1098
Sum	6533	70325	40	6	22	2	8758



## Design Inspiration

Glennmore Apartments  
Developer: Carlisle Group / Nuera Properties  
Architect: The Torjan Group



## Strathmore Multifamily Architectural Inspiration

August 25, 2024

**Note:** Proposal must  
be updated with a  
legal survey.



## MEMO

**Date:** March 11, 2024  
**Project:** 712 3 Street, Strathmore  
**Subject:** Trip Generation Exercise

**Project #:** 02-24-0041

**To:** Ethan Wilson, P.Eng. | Town of Strathmore  
**From:** Ezekiel Dada, Ph.D., P.Eng.

### 1. BACKGROUND

Loizos Zakos is applying for a land use redesignation in a Highway Commercial District to include Housing (Apartment) at 712 3 Street, Strathmore. The site has a parcel size of 3,197.72 square metres (34,419.97 square feet) and is planned for 81 apartments. The site will provide 83 stalls (80 underground and 3 surface) including 15 spaces for small cars.

The Town of Strathmore (Town) requested that a trip generation exercise be completed to determine the magnitude of traffic the proposed development would generate and determine whether they are significant enough to change drivers' experience in the area. Email discussion with the Town is attached.

### 2. CURRENT ROAD NETWORK CONDITIONS

The consolidated site is bounded in the north by single family residentials, on the east by 3<sup>rd</sup> Street, in the south by some highway commercial uses, and in the west by Ridge Road. Traffic impacts may be most noticeable on 3<sup>rd</sup> Street and 6 Avenue and Ridge Road. Ridge Road, 3<sup>rd</sup> Street and 6 Avenue are paved. The intersection of 3 Street and 6 Avenue is Yield controlled; traffic on 6 Avenue yields while 3 Street is free flow. There is no access from 3<sup>rd</sup> Street to Ridge Road. However, the site can be accessed via Ridge Road. There is a monowalk on one side of Ridge Road, 3<sup>rd</sup> Street has moonwalk on one side and a separate walk on the other (extending south of the hotel), 6 Avenue has separate sidewalk on both sides of the road.

#### Estimate of Development Traffic

#### Estimate of Traffic From Proposed 81 Residential Units (Proposed Site)

The proposed development will be a mid-rise apartment building with 81 units. Based on the Institute of Transportation Engineer's Trip Generation Manual, this is a mid-rise apartment in a sub-urban environment. The trip rates and resulting trips are summarized in Table 1.

Bunt & Associates Engineering Ltd.

Suite 113 - 334 11 Avenue SE, Calgary, AB T2G 0Y2 Tel 403 252 3343

Calgary Edmonton Kelowna Vancouver Victoria [www.bunteng.com](http://www.bunteng.com)

**Table 1: Trip Generation (ITE Trip Gen. Manual, 111<sup>th</sup> Edition) (LUC 221 – Mid-rise Apartment)**

PERIOD	Trip Rates (per unit)	Proposed 712 3 Street (81 units)
AM Peak Hour	0.37	30
PM Peak Hour	0.39	32
Daily	4.54	368

### 3. IMPACTS OF TRAFFIC ON ROAD NETWORK

The proposed development will add 30 trips in the morning, 32 trips in the afternoon and 368 trips in 24 hours to the surrounding road network. The PM peak hour traffic (32) is not significant enough to warrant a full TIA; reason the Town did not ask for one. By itself, the proposed development will generate small number of trips during the peak hours. These are not enough additional traffic to change drivers' experience in the area.

### 4. CONCLUSION

Given that the existing/expected traffic on this roadway is minimal, the change in traffic level due to the proposed development is less likely to change current drivers' experience on surrounding road network.

## I AM IN FAVOUR OF THE PROPOSED DEVELOPMENT

Name	Address	Signature	Phone
Hayley Evans			2
Lacey Deloli			7
Brooklyn Greene			0
Felony Westersen			
Jenny Mendoza			
OSCAR GUEM			
Amanda Jensen			
Brian Jensen			
Dawn Smith			3
Lance Smith			
Rob Bell			
DEE LAGRENE			
Marcos Reyes			
Iwijo Antipresto			
Emmanuel Edralin			
Jurisdine Galeno			
John Patrick Caban			
Arman Panguluan			
Camille Cagua			
Nell Mendoza			
ET VAN Klee			
Bon Coamier			10
BON RICHARDS			
Bill DANCIA			x
Marvin Kinsman			
ARRY JANZEN			2
DAVID MICHELA			
RYCE DOUGAN			
RYCE Ann BANTISTA			
Ann BANTISTA			
ro Jane Gapw			
naka Ilanze			
Mursten Huiper			
Ryan CLEMENTE			
Kevin Shew			
Brooke Shew			
Louise Shew			
Amanda Lemieux			
Kodie Pinto			
Craig Bressard			
riet Senga Surin			

Sec. 17(1), FOIP

**I AM IN FAVOUR OF THE PROPOSED DEVELOPMENT**

[illegible]



## I AM IN FAVOUR OF THE PROPOSED DEVELOPMENT

Name	Address	Signature	Phone
Marjorie Isit	[REDACTED]	[REDACTED]	[REDACTED]
ROWENA CRIPILLA			
Rhodalyn Romanos			
Annie Nicholls			
Rolando Jical			
Seller Carley			
Jonathan Dagunag			
Victorina Slysaren			
Licetmyla Samop			
Lesia Myleash			
Michelle Dagunag			
Mel Betamo			
Brooke Seabrooke			
Jane Reyes			
Diane Sayan			
Linda Edward Lela Cr	Sec. 17(1), FOIP	[REDACTED]	Sec. 17(1), FOIP
RYAN CLEMENTE	[REDACTED]		
RYAN CLEMENTE	Sec. 17(1), FOIP		
ELLESE CLEMENTE	[REDACTED]	[REDACTED]	[REDACTED]
MARIZE CLEMENTE			
STARSKY PASQUAL			
Ma. Theresa Alicante	Sec. 17(1), FOIP	[REDACTED]	[REDACTED]
Glenn Adalberto	Sec. 17(1), FOIP		
Ruth Ann Ballaban			
ERIC RICAFORT	[REDACTED]	[REDACTED]	[REDACTED]
KEN SANSONIE			
ANITA			
Eleftheria K.	[REDACTED]	[REDACTED]	[REDACTED]
Glenn D.			
Argyrios K.			
Pandelis K.	[REDACTED]	[REDACTED]	[REDACTED]
Anthony D.			
Belinda Derrayh			

Page 121 of 339

## I AM IN FAVOUR OF THE PROPOSED DEVELOPMENT

[illegible]

**I AM IN FAVOUR OF THE PROPOSED DEVELOPMENT**

[illegible]

Page 124 of 339



# Strathmore Multifamily Introduction

August 25, 2024

**Note:** Proposal must be updated with a legal survey.

Municipal Address	712 3rd Street, Strathmore, AB (and surrounding properties)
Legal Address	6th Avenue Plan 5894 P Area 'A' 6th Avenue 771 0059 Lane 992 HV (West and South Sections?) Lot 2A, Block 2, Plan 992 HV Lot 2B, Block 2, Plan 992 HV
Consolidated Parcel Dims	Approx. 41.17 m x 77.69 m
Consolidated Parcel Area	3,197.72 sm / 34,419.97 sf / 0.319772 <b>To be Confirmed via Survey</b>
Land Use Designation	CHWY – Highway Commercial District
Proposed Land Use	<b>R3 – HIGH DENSITY RESIDENTIAL DISTRICT</b>
Front Setback (Minimum)	Minimum 6m and, at the discretion of the Approving Authority, 4.0m if served by a rear lane.
Side Setback (Minimum)	1.5m to 3.0m depending upon adjacencies.
Rear Setback (Minimum)	7m
Maximum Dwelling Units	100 per hectare (32 units) – <b>Relaxation requested to allow 70 units</b>
Maximum Building Height	14.0m / four (4) storeys for Apartment <b>Relaxation requested to allow 22.0m / (6) storeys</b>
Site Coverage	Maximum allowed: 70% / <b>Actual: 35.1%</b>
Vehicular Parking	Downtown: 1 space per unit (70 spaces) / <b>Provided: 75</b>
Landscaping	Minimum 30% site area
Bicycle Parking (Indoor)	Indoor: 6 per 20 units (21) / <b>Provided: 22</b>
Bicycle Parking (Outdoor)	Outdoor: 4 per 30 units (10) / <b>Provided: 10</b>



Electrical Service

Land Use District

- AG
- C1
- CB
- CHWY
- CR1
- M1
- M2
- MHP
- MHS
- P1
- R1
- R1N
- R1S
- R2
- R2X
- R3
- R3M
- UR



Land Use Map



Water Distribution

Distribution - Pipe

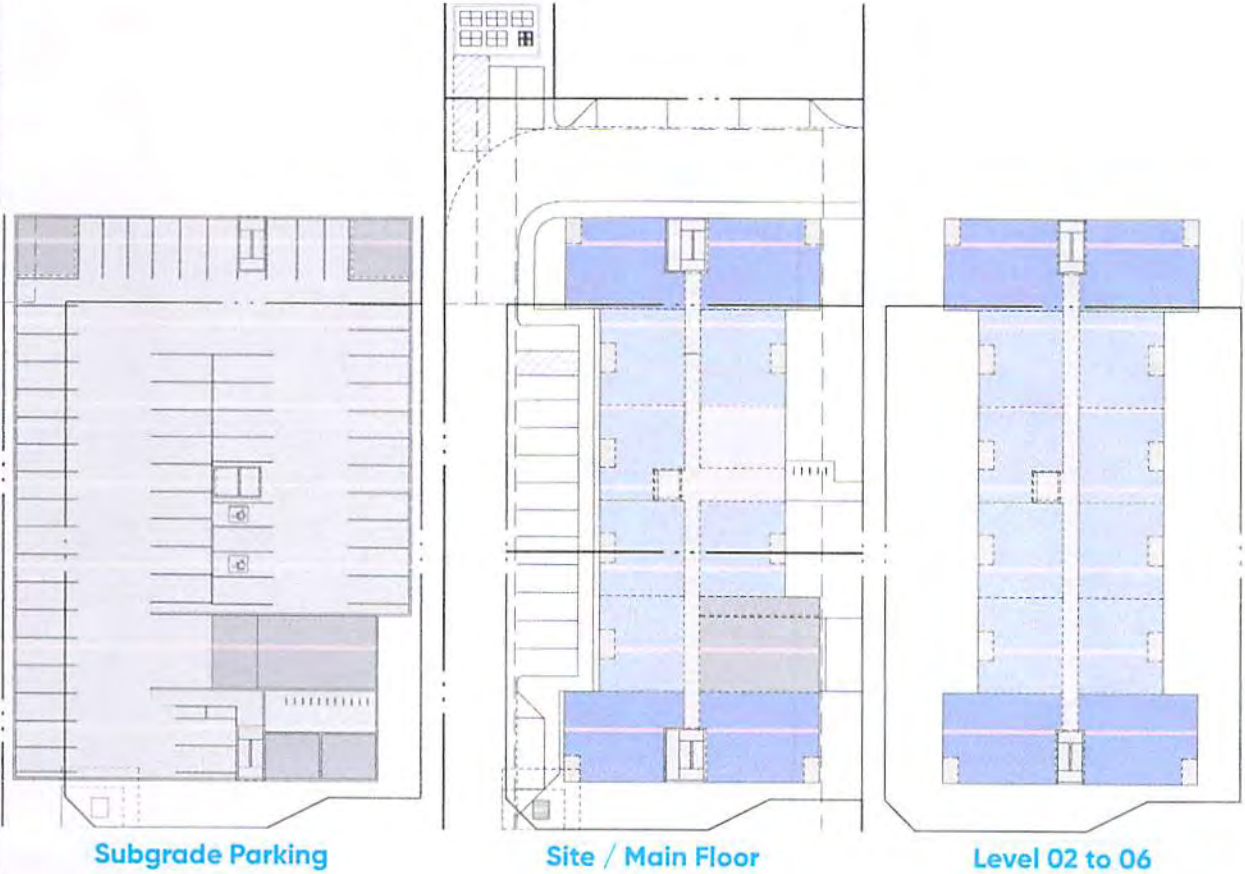
- Unknown
- 50mm
- 100mm
- 150mm
- 200mm
- 250mm
- 300mm
- 350mm
- 400mm
- 450mm
- 500mm
- 600mm
- 750mm
- 900mm
- 1200mm



Strathmore  
Multifamily  
**Statistics**  
August 25, 2024

**Note:** Proposal must  
be updated with a  
legal survey.

Statistics - Units								
Level	Building GFA		2B-A	2B-B	3B-A	3B-B	Common	
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	ft <sup>2</sup>	
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			66%		34%			
			70					
			GFA		32000	4260		23562
61822								
100%		88%					12.45%	







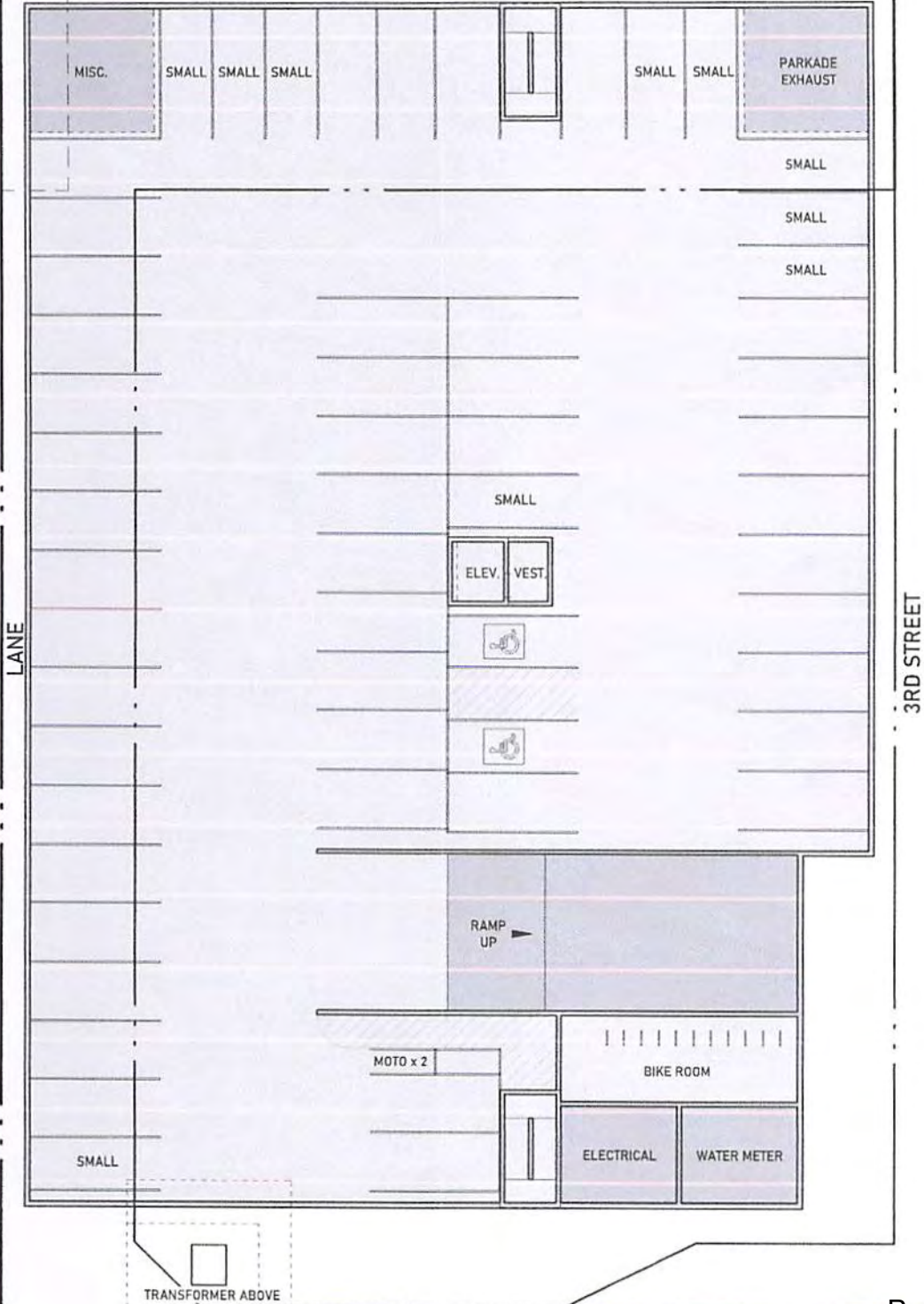
**Note:** Proposal must  
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Totals	Building GFA		2B-A	2B-B	3B-A	3B-B	Common
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			66%		34%		
			70				
			32000	4260	23562	2000	
GFA	100%		61822				12.45%
			88%				

U.R.W.

← 6TH AVE →

AT-GRADE STALLS: 18  
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TOTAL STALLS: 75  
INCLUDES 9 SMALL CAR STALLS (12%)  
TOTAL DOES NOT INCLUDE 2 MOTORCYCLE STALLS



**Note:** Proposal must  
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Statistics - Units							
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6	1082	11648	7	1	4	-	1098
Sum	6533	70325	40	6	22	2	8758





**Design Inspiration**  
Clennette Apartments  
Developer: Carlsle Group / Nueva Properties  
Architect: The Farjan Group

Strathmore  
Multifamily  
**Architectural  
Inspiration**

August 25, 2024

**Note:** Proposal must  
be updated with a  
legal survey.



CTZN24-0003  
**CTZN**  
architecture



# Request for Decision

**To:** Town Council

**Staff Contact:** Kate Bakun, Planner

**Date Prepared:** March 24, 2025

**Meeting Date:** April 16, 2025

**SUBJECT:** Land Use Bylaw Amending Bylaw No. 25-06 (Edgefield Phase 3)

**RECOMMENDATION:** THAT Council proceed with a Public Hearing for Bylaw No. 25-06 on April 16, 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 April 16, 2025 regarding Bylaw No. 25-06 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

## STRATEGIC PRIORITIES:



Affordable  
Housing



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

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

The proposed redesignation aligns with Strategic Priorities by facilitating housing options (R1N, R2, R3M) and public spaces (P1) with a stormpond, promoting sustainable growth, economic vitality, and community well-being.

---

## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

The proposed redesignation promotes Economic Sustainability by supporting a mix of housing types (R1N, R2, R3M) and public spaces (P1), encouraging investment, boosting local economic growth, and ensuring balanced development.

### **SOCIAL SUSTAINABILITY:**

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

---

### **IMPLICATIONS OF RECOMMENDATION:**

#### **OPERATIONAL:**

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

#### **POLICY:**

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

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

Goal: To create complete communities which offer a range of housing to suit the variety of needs of the current and future community as the Town of Strathmore continues to grow.

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

3.6.13 The Town encourages all parks to provide active options for all ages.

#### **IMPLEMENTATION:**

Staff advertised the public hearing in accordance with Section 606 of the Municipal Government Act. We also requested that the public hearing be promoted on the Town's social media platforms.

Staff are available for phone calls and meetings with any residents who have questions or wish to discuss the proposed land use bylaw re-designation application.

---

### **BACKGROUND:**

First reading occurred on March 12, 2025.



Staff has advertised the public hearing in accordance with Section 606 of the Municipal Government Act. A summary of the public engagement is as follows:

- March 13, 2025 - Mailed notice to adjacent landowners
- March 14, 2025 - Posted notice on the Town of Strathmore website, under the Public Hearings section
- March 19, 2025 - Advertisement in the Strathmore Times
- March 26, 2025 - Advertisement in the Strathmore Times
- April 02, 2025 - Advertisement in the Strathmore Times
- April 09, 2025 - Advertisement in the Strathmore Times
- April 09, 2025 - Posted on the Town of Strathmore Facebook page

As of April 11, 2025 Staff have received three submissions in opposition, and one submission in favour (as seen in Attachments IX, X, XI and XII).

Staff have received an application to redesignate the following properties:

- Portion of Lot 1, Block 3, Plan 071 1894
- Portion of Lot 1, Block 2, Plan 031 0070  
with a total area of approximately 9.92 hectares (24.5 acres)

The application was updated (there was a typo on the original application) on February 19, 2025. The internal and external circulation process for the updated application began on February 21, 2025, and concluded on March 21, 2025.

The proposed redesignation will facilitate the development of:

- R1N – Single Detached Residential (Narrow Lot) District (49 lots)
- R2 – Low Density Residential District (50 lots)
- R3M – Medium Density Modest Residential District (1 lot)
- P1 (MR) – Public Service District (2 lots)

The current land lots are undeveloped with a nearby, artificial, temporary storm pond. Currently, these properties are designated as AG – Agriculture General District under the Land Use Bylaw #14-11 (LUB).

The Edgefield Area Structure Plan (ASP), approved on February 1, 2012, provides a guiding framework for development in this area. While the proposed redesignation aligns with the overall vision of the ASP, some adjustments have been proposed, including:

- A revised location, shape, and configuration of the storm pond
- An updated configuration of Residential Districts

As outlined in the Municipal Government Act (MGA) [Section 633(2)(ii), p. 405], an ASP serves as a broad planning framework for land use, density, transportation, and utilities. Given that an ASP can define land uses either generally or for specific parts of an area, future projects may vary in certain details while remaining consistent with the overall plan.

These properties are surrounded by the R1N – Single Detached Residential (Narrow Lot) District, the R2 – Low Density Residential District, and the P1 – Public Service District on the west side, while the AG – Agriculture General District borders them on the south, east, and north sides. They are situated in close proximity to the Strathmore Motor Products Sports Centre and George Freeman School, providing future residents with convenient access to recreational facilities, educational opportunities, and community amenities.

This project supports a range of housing options while incorporating community amenities such as a artificial storm pond and landscaped areas, contributing to a well-connected and vibrant neighbourhood.

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

---

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

A few items of note should be expanded upon with this development:

1. Storm pond - The Edgefield Development currently does not have a permanent storm pond, which is standard for a new development, however the size of the development now necessitates the construction of a permanent pond. The location of the pond is generally at the discretion of the developer, and must be constructed under the approval of Alberta Environment and Protected Areas (AEPA). Applications for this project have been started and work will not proceed until appropriate approvals are granted.
2. Wetlands - Work which impacts a designated wetland is fully regulated through AEPA. Any wetlands, or potential wetlands, is the responsibility of the developer to maintain compliant. The Town will ensure that approvals are granted, or confirmed not required, before work proceeds.

#### **DESIRED OUTCOMES:**

THAT Council proceed with a Public Hearing for Bylaw No. 25-06 on April 16, 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 April 16, 2025 regarding Bylaw No. 25-06 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

#### **COMMUNICATIONS:**

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

## **ALTERNATIVE ACTIONS/MOTIONS:**

## **ATTACHMENTS:**

[Attachment I: Land Use Bylaw Amending Bylaw No. 25-06](#)

[Attachment II: 25-06 Map](#)

[Attachment III: Strathmore-Land-Use-Bylaw-No.-14-11---R1N, R2, R3M, P1](#)

[Attachment IV: 1-Edgefield-Office-Consolidation-October-5-2015-pdf](#)

[Attachment V: 25S-001 Edgefield Phase 3 Subdivision - Mailout Map](#)

[Attachment VI: 25-06 Notice of Public Hearing.](#)

[Attachment VII: March-19-2025-Strathmore-Times](#)

[Attachment VIII: March-26-2025-Strathmore-Times.](#)

[Attachment IX: Concern Regarding Proposed Phase 3 Development in Edgefield Redacted](#)

[Attachment X: Edgefield Letter - Public Hearing](#)

[Attachment XI: Letter to Mayor and Council](#)

[Attachment XII: Letter in favour - Received April 9, 2025 Redacted](#)

[Attachment XIII: Bylaw 25-06 Edgefield Phase 3](#)

Chuck Procter, Manager of Development Services

Approved  
- 28 Mar  
2025

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

Approved  
- 28 Mar  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 31 Mar  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 02 Apr  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 03 Apr  
2025

**BYLAW NO. 25-06**  
**TOWN OF STRATHMORE**  
**IN THE PROVINCE OF ALBERTA**

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

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

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

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

**1. SHORT TITLE**

1.1 This Bylaw may be cited as the "Land Use Bylaw Amending Bylaw No. 25-06"

**2. AMENDMENTS**

2.1 That Bylaw No. 14-11 Schedule A – Land Use District Map is amended be changing the land use designation of Portion of Lot 1, Block 3, Plan 071 1894 and Portion of Lot 1, Block 2, Plan 031 0070, containing +/- 9.92 hectares (+/- 24.5 acres) from AG – Agricultural General District to R1N – Single Detached Residential (Narrow Lot) District, R2 – Low Density Residential District, R3M – Medium Density Modest Residential District, P1 – Public Service District as shown below in Schedule "A".

**3. EFFECTIVE DATE**

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

**READ A FIRST TIME** this \_\_\_\_\_ day of 2025

**PUBLIC HEARING HELD** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

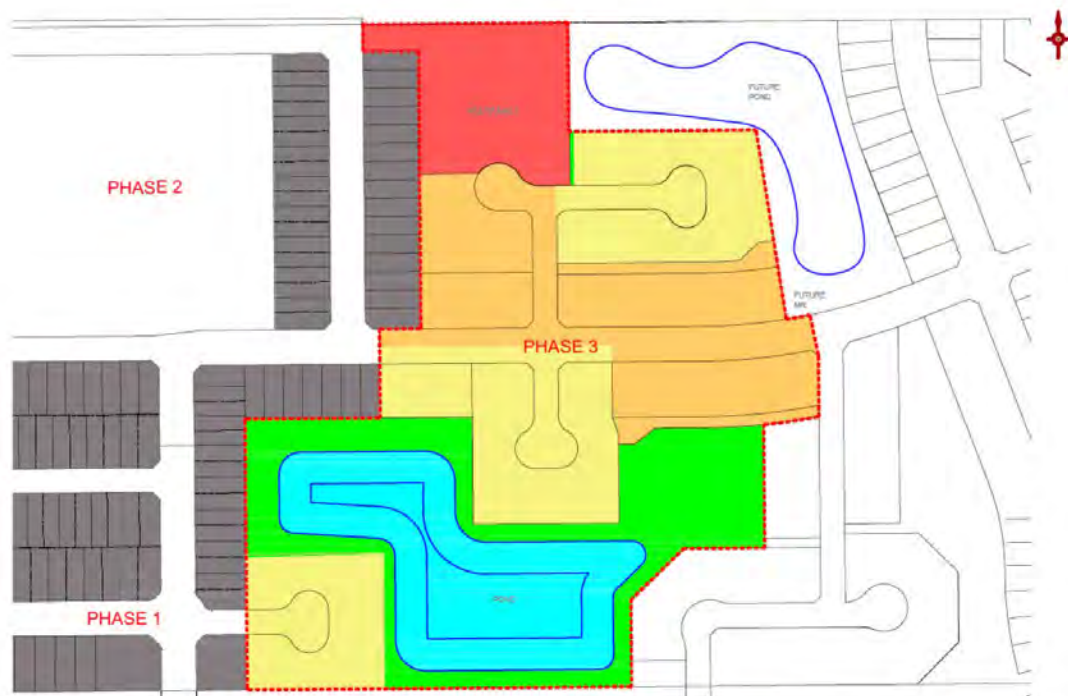
**READ A SECOND TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**READ A THIRD AND FINAL TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025

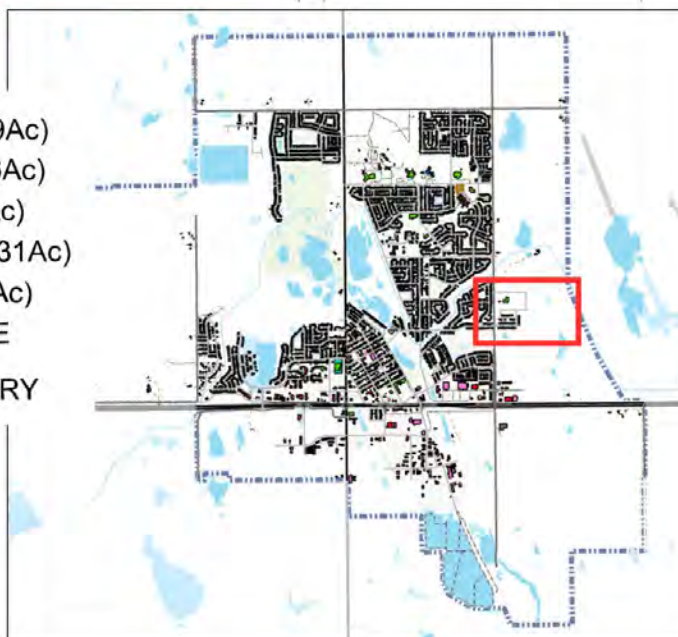
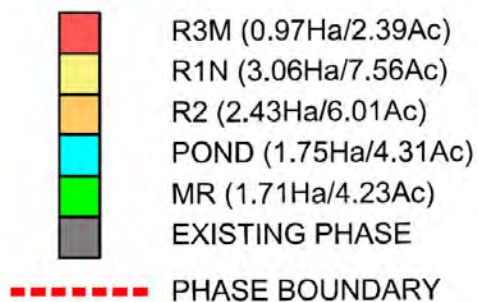
\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

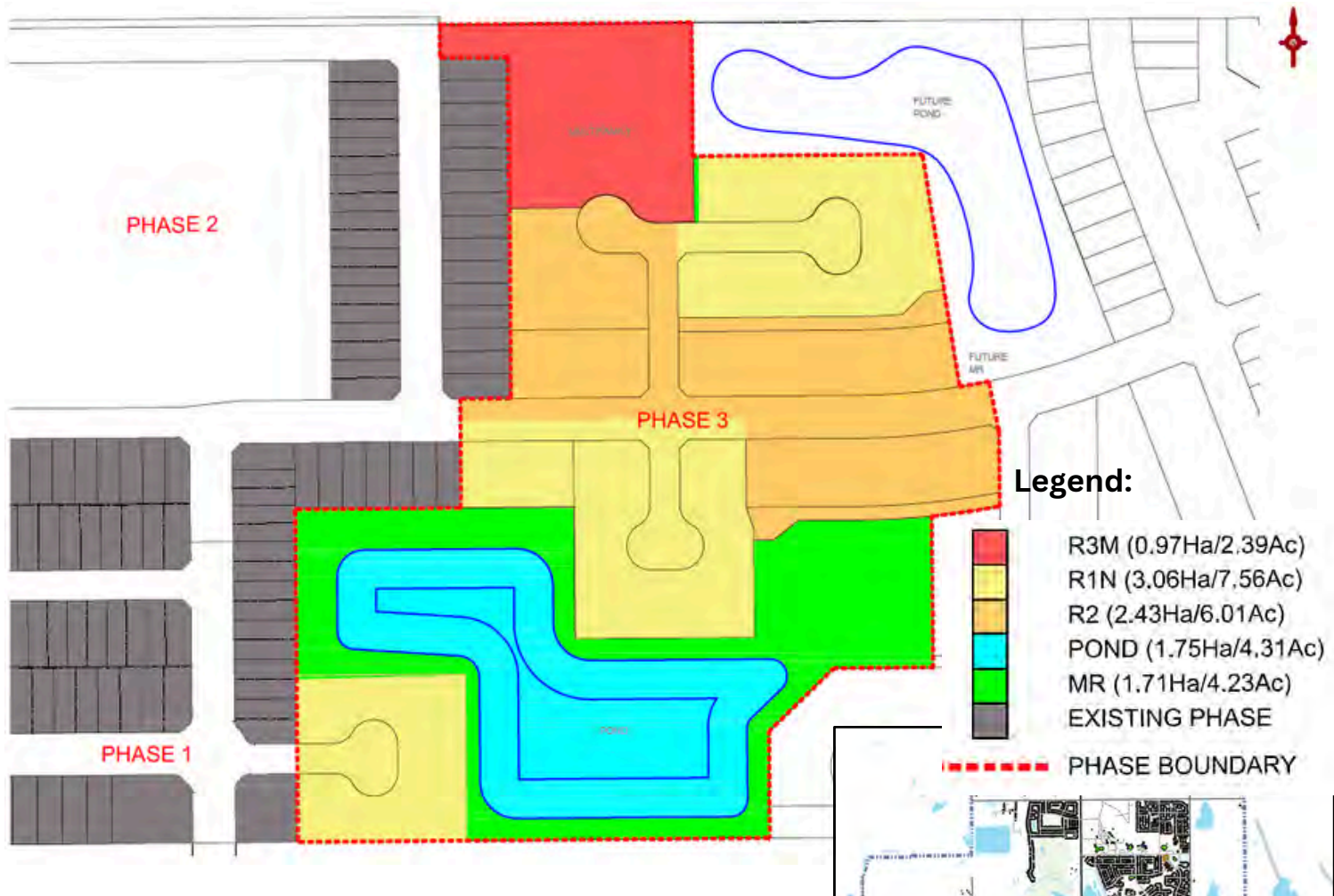
## Schedule "A"



### Legend:







## 4.2 R1N – SINGLE DETACHED RESIDENTIAL (NARROW LOT) DISTRICT

**1. PURPOSE:** To provide for the development of single detached homes on narrow lots.

**2. USES:**

**a) Permitted Uses**

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

Bylaw #15-22

Bylaw #17-12

**b) Discretionary Uses**

Bed and Breakfast  
 Child Care Services  
 Garage Suite  
 Garden Suite  
 Government Services  
 Home Occupation  
 Housing Duplex  
 Residential Sales Centre 2  
 Secondary Suite  
 Utility Building

Bylaw #24-14

Bylaw #15-06

Bylaw #20-04

Bylaw #17-12

**3. GENERAL SITE REQUIREMENTS:**

**a) Minimum Lot Area**

i. 372.0 m<sup>2</sup> per Dwelling

**b) Minimum Lot Size Corner Lots**

i. 417.0 m<sup>2</sup> per Dwelling Unit

Bylaw #15-01

**c) Minimum Site Width**

i. 11.0 metres

**d) Site Depth**

i. 30.5 metres for all lots

**e) Habitable Floor Area**

i. Minimum Gross Floor Area – 84.0m<sup>2</sup>

Bylaw #15-06

Bylaw #20-04

Bylaw #22-01

**f) Maximum Number of Dwellings**



Bylaw #15-28

- i. One dwelling per lot, unless a legal Secondary Suite or Housing Duplex have been approved

**g) Minimum Yard Setbacks – Principal Building**

Bylaw #15-01

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

**h) Site Coverage**

- i. Maximum total site coverage of 50%
- ii. Maximum total site coverage of 60% if the site is serviced by a rear lane
- iii. Maximum site area for accessory buildings of 13%

**i) Building Height**

Bylaw #16-10  
 Bylaw #22-01

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

**4. OTHER SITE REQUIREMENTS:**

Bylaw #15-01

**Garages**

- a) If a principal building does not have an attached garage at the front of the Dwelling or has a garage with a side entrance with a driveway parallel to the front property line, the Minimum Front Yard Setback shall be 4.8m.
- b) Notwithstanding above, if there is no rear lane, and no attached front garage, there shall be one 3.3 metre side yard to allow for access to a rear detached garage.

**Landscaping**

- c) Minimum landscaping requirement of at least one (1) tree per internal lot and two (2) trees per corner lot.

Bylaw #22-01

**Accessory Building**

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

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

#### 4.4 R2 – LOW DENSITY RESIDENTIAL DISTRICT

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

**2. USES:**

**a) Permitted Uses**

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

Bylaw #15-22

Bylaw #17-12

**b) Discretionary Uses**

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

Bylaw #24-14

Bylaw #15-06

Bylaw #20-04

Bylaw #17-12

**3. GENERAL SITE REQUIREMENTS:**

**a) Minimum Lot Area**

- i. 235 m<sup>2</sup> for each Dwelling Unit in a Housing, Duplex and Housing, Semi-Detached

**b) Minimum Site Width**

- i. Housing, Single-Detached: 11 m for an Internal Lot and 12.5 m for a Corner Lot;  
 ii. Housing, Duplex: 15 m for an Internal Lot and 17 m for a Corner Lot;  
 iii. Housing, Semi-Detached: 7.5 m for each Dwelling Unit on an Internal Lot and 9 m for each Dwelling Unit on a Corner Lot;

Bylaw #15-01

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

**c) Minimum Site Depth**

- i. 30.5 metres for all lots

**d) Habitable Floor Area**

- Bylaw #15-28
- i. Minimum Gross Floor Area - 70 m<sup>2</sup> per dwelling unit

**e) Minimum Yard Setbacks - Principal Building**

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

**f) Site Coverage**

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

Bylaw #16-10

**g) Building Height**

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

**4. OTHER SITE REQUIREMENTS:**

**Garages:**

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

**Landscaping**

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

Bylaw #22-01 **Accessory Building**

**4.16**

**P1 – PUBLIC SERVICE DISTRICT**

**1. PURPOSE:** To provide a District for publicly owned land and facilities of an institutional or community service nature.

**2. USES:**

Bylaw #14-22

**a) Permitted Uses**

Accessory Buildings  
 Athletic and Recreational Facility, Outdoor  
 Cemeteries  
 Child Care Services  
 Cultural Facilities  
 Custodial Dwelling Unit  
 Education Services  
 Extended Medical Treatment Services  
 Government Services  
 Municipal Sustainable Housing  
 Natural Habitat Areas  
 Protective Emergency Services  
 Public Assembly, Minor  
 Public Parks  
 Religious Assembly  
 Residential Care  
 Sea Can  
 Seniors Housing  
 Signs  
 Utilities

Bylaw #15-40

Bylaw #22-01

Bylaw #22-01

Bylaw #17-12

**b) Discretionary Uses**

Athletic and Recreational Facility, Indoor  
 Campground  
 Community Garden  
 Detention and Correction Services  
 Emergency Shelter  
 Public Assembly, Major  
 Utility Building

Bylaw #15-40

Bylaw #17-12

**3. GENERAL SITE REQUIREMENTS:**

All site requirements in this District shall be at the discretion of the Approving Authority.

**4. OTHER SITE REQUIREMENTS:**

**Special Use Requirements**

**a)** Notwithstanding Subsection 3, any Religious Assemblies shall be developed in accordance with Section 3.18 of this Bylaw.

- b)** Municipal Sustainable Housing shall be approved on a case by case basis, with all requirements to be determined in accordance with the unique circumstances of the individual proposal including, but not limited to landscaping and parking, provided any variances do not compromise community livability.

Bylaw #22-01

- c)** Per the *No Development Permit Required* Section, a Development Permit is not required for Municipal works, including signs.

**4.17 AG - AGRICULTURE GENERAL DISTRICT**

**1. PURPOSE:** To provide for lands annexed in 2010 that have not yet been re-designated for urban uses, planned by Area Structure Plan or Concept Plan and to retain the original agricultural purposes while preventing premature or scattered subdivision of those lands intended for future urban development.

**2. USES:**

**a) Permitted Uses**

	Accessory Buildings and Uses
	Agricultural Buildings/Structures
	Agricultural Processing – Minor
	Agricultural Operations
	Extensive Agricultural Operations
	Government Services
	Greenhouse and Plant Nursery
	Home Occupation
	Home Office
	Housing, Single Detached
Bylaw #15-33	Manufactured Home
	Market Garden
	Pet Care Services
	Religious Assembly
	Utilities
Bylaw #17-12	Veterinary Services, Minor

**b) Discretionary Uses**

Bylaw #22-01	Agricultural Processing - Major
	Animal Hospital and Shelter
	Auctioneering Establishment
	Bed and Breakfast
	Community Buildings and Facilities
	Equestrian Facility
	Housing, Duplex
	Housing, Security
	Kennel
	Protective Emergency Services
Bylaw #20-04	Sea Can
Bylaw #22-01	Secondary Suite
	Utility Building
Bylaw #17-12	
Bylaw #15-22	Veterinary Services, Major

**3. GENERAL SITE REQUIREMENTS:**

All site requirements in this District shall be at the discretion of the Approving Authority.

**4. OTHER REGULATIONS:**

- (a)** Approvals to subdivide any lot in this District shall be subject to a redistricting amendment to this By-law to designate the lands to the applicable Land Use District. Any proposed amendment shall also comply with the Town Municipal Development Plan and any statutory plans in effect for the subject lands.

<b>4.18</b>	<b>R3M – MEDIUM DENSITY MODEST RESIDENTIAL DISTRICT</b>
-------------	---

- 1. PURPOSE:** To accommodate apartment buildings with modest profile as well as select multi-unit dwellings with a density not exceeding 110 units per hectare and a height of not more than 3 storeys.

Bylaw #15-31

**2. USES:**

**a) Permitted Uses**

Home Office  
 Housing, Apartment  
 Protective Emergency Services  
 Public Parks  
 Utilities

Bylaw #17-12

**b) Discretionary Uses**

Accessory Buildings  
 Child Care Services  
 Government Services  
 Housing, Attached  
 Utility Building

Bylaw #17-12

**3. GENERAL SITE REQUIREMENTS**

**a) Minimum Site Area**

- i. 550 m<sup>2</sup>

**b) Minimum Site Width and Frontage**

- i. 15.0 m

**c) Minimum Site Depth**

- i. 25.0 m

**d) Maximum Number of Dwelling Units**

- i. 110 Dwelling Units per Hectare  
 ii. Despite any provision to the contrary, the maximum number of dwelling units must not be relaxed unless the development complies with all other requirements of this district.

**e) Minimum Yard Setbacks – Principal Building**

- i. Front Yard – 3.0 m if the site is located in the Downtown Overlay District and not less than 5.0 m in all other locations.  
 ii. Rear Yard – 7.5 m  
 iii. Side Yard Internal Lots – 1.5 m  
 iv. Side Yard Corner Lots – 3.0 m where the side property line adjoins a street except in the Downtown Overlay District where the setback must not be less than 1.5 m.



- v. Side Yard All Lots – 3.0 m where a side of a site is used to provide vehicular access to the rear of the property.

**f) Projections into Yards**

- i. Despite any provision to the contrary, in this district
  - a. eaves and bay windows may project a maximum of 0.6 m into a front yard, side yard or rear yard
- ii. balconies must not project
  - a. more than 1.85 m from the building façade; and
  - b. into a side yard unless that side yard adjoins a street and the balcony is located at least 30 cm from the property line or public sidewalk whichever is the greater distance
- iii. landings and ramps other than wheelchair ramps may project into a front yard provided
  - a. they provide access to the main floor or lower level of the building;
  - b. the area of the landing does not exceed 2.5 m<sup>2</sup>; and
  - c. the face of any step is located not less than 30 cm from a front property line or a public sidewalk whichever is the greater distance
- iv. portions of a building more than 2.4 m above grade and eaves may project a maximum of 0.6 m into a required side yard;
- v. landings may project a maximum of 3 m into a rear yard and the face of any step must be located at least 30 cm from a property line;
- vi. wheelchair ramps may project without limits into any yard to the satisfaction of the Development Authority.

**g) Maximum Building Height**

- i. Accessory Building – 5.0 m
- ii. Principal Building: 3 storeys not exceeding 9.0 m at any eave line

**4. OTHER REQUIREMENTS**

**a) Parking**

- i. All off street parking stalls in this district must be hard surfaced to the satisfaction of the Development Authority.
- ii. As a condition of a development permit, the Development Authority may require that the owners of site contribute to paving a lane if the lane provides vehicular access to the site.

**b) Landscaping**

- i. A minimum of 35% of the site and boulevards adjoining the site must be landscaped with vegetation and a landscaping plan must be submitted to the satisfaction of the Development Authority.

**c) Design, Character and Appearance**

- i. If the site is located within the Downtown Overlay District, the development must meet all of the requirements of that district and must be referred to the Downtown Design Review Committee for comment.
- ii. The Development Authority may require that a principal building in this district have a pitched roof with gables facing the street or avenue.



# *Edgefield*

## Area Structure Plan

**CONSOLIDATED | OCTOBER 5, 2015**





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

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF  
ALBERTA TO ADOPT THE EDGEFIELD AREA STRUCTURE PLAN.**

**UNDER AUTHORITY OF** and pursuant to the provisions of the *Municipal Government Act, R.S.A. 2000, Chapter M-26* and amendments thereto, the Municipal Council of the Town of Strathmore in the Province of Alberta may by bylaw adopt an Area Structure Plan.

**AND WHEREAS** the Town of Strathmore has adopted a Municipal Development Plan that requires responsible development and good planning practices.

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

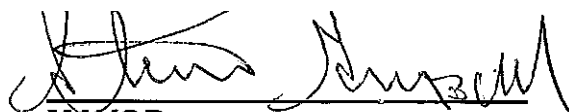
101. Edgefield Area Structure Plan, attached hereto as Schedule "A" be adopted. The affected lands are located and described as Pt. of 13-24-25, W4M containing approximately  $\pm$  131.9 hectares ( $\pm$  325.9 acres) within the Town of Strathmore.

201. That this Bylaw shall come into full force and effect upon third and final reading.

**READ A FIRST TIME** this 11th day of November, 2011.

**READ A SECOND TIME** this 1st day of February, 2012.

**READ A THIRD TIME** and finally passed this 1st day of February, 2012.

  
**MAYOR**

  
**CHIEF ADMINISTRATIVE OFFICER**





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## INTRODUCTION

### ***Purpose***

The Edgefield Area Structure Plan (ASP) contains the land use, transportation and servicing policy framework for ±131.9 hectares (325.9 acres) of land annexed into the Town of Strathmore in 2010. The ASP applies to land in east Strathmore. Highway 1 is adjacent to the south boundary, George Freeman Trail to the west and future residential is anticipated north of the ASP area. The Town limit is the ASP east boundary (refer to **Figure 1 – Location**). The ASP provides policy direction for detailed planning and future development for Edgefield as a comprehensively planned community.

In Section 633 of the Municipal Government Act (MGA) municipalities are granted the authority to adopt ASPs. The MGA states that ASPs are developed for the following reasons.

*“For the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt an ASP. An ASP*

- (a) must describe:*
  - (i) the sequence of development proposed for the area,*
  - (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area,*
  - (iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and*
  - (iv) the general location of major transportation routes and public utilities,*
- (b) may contain any other matters the council considers necessary.”*

Consistent with the MGA, Strathmore Town Council supports that the process for developing land include the adoption of an ASP prior to land use, subdivision and development approvals.

### ***Interpretation***

The plan policies are written as ‘shall’ and ‘should’ statements. Policy statements utilizing ‘shall’ outline mandatory compliance. ‘Should’ policy statements outline policies to which compliance is encouraged and recommended. In certain circumstances the ‘should’ statements may not be practical and therefore the policy provides flexibility to respond to such circumstances.

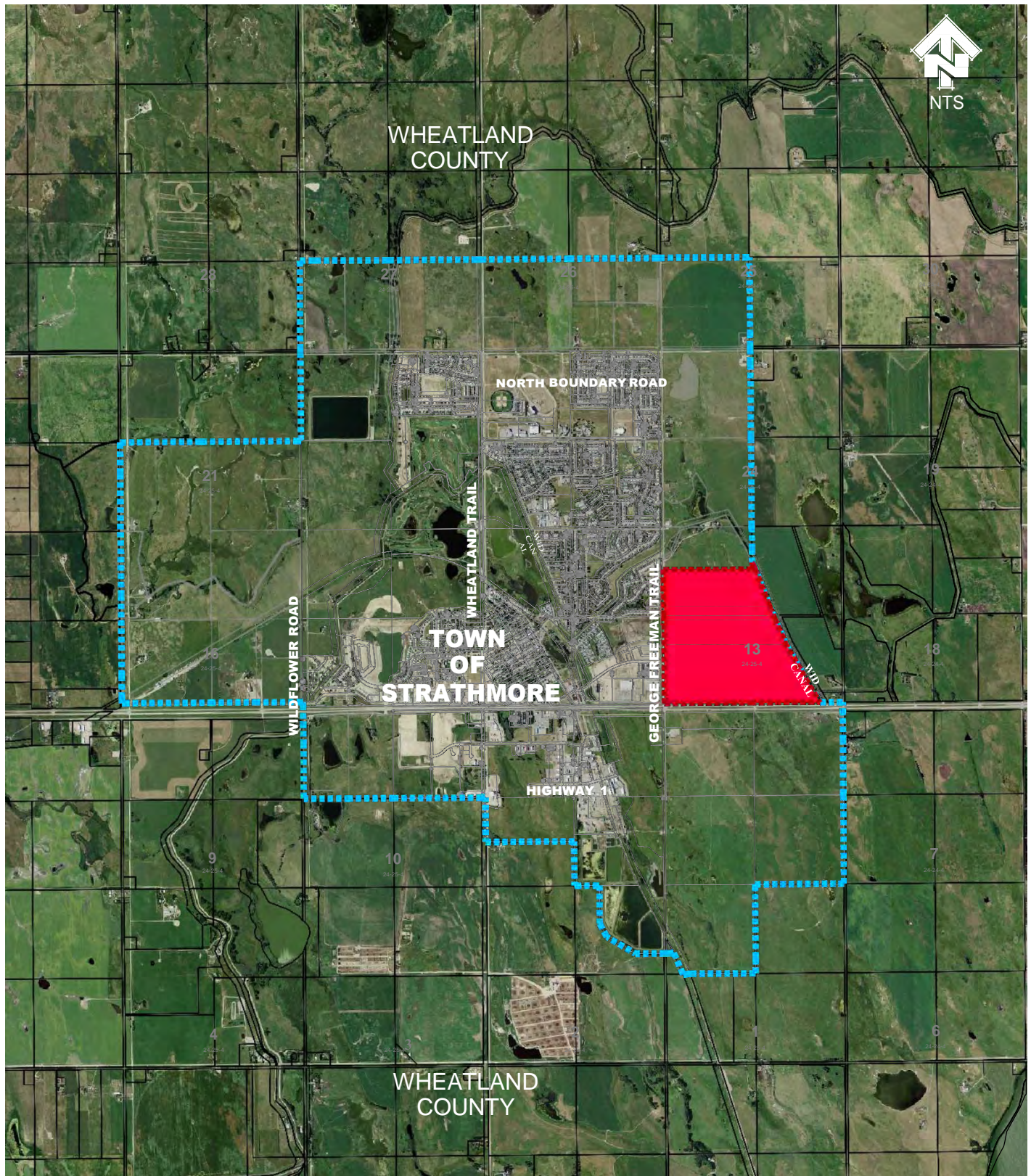
## ***Stakeholder Consultation***

In preparing the proposed ASP meetings were held with Town of Strathmore Administration, the Town's contract engineer and adjacent landowners to ensure coordination with Town policy, practices and plans for future development of adjacent land. An introductory meeting was held with Town Planning and Engineering staff, landowners and technical consultants to clarify planning and servicing considerations for the Edgefield ASP process and background studies.

Various meetings between Edgefield landowners and the adjacent landowners have taken place to discuss issues of mutual concern such as interface conditions, municipal servicing and transportation networks, amongst other topics. A joint meeting of the Edgefield landowners, adjacent landowners and the Town of Strathmore Administration and consultant engineer was held in March of 2011 to discuss common issues regarding the future development of the east Strathmore lands.

A review of the policy plan was conducted by Town Administration. A public open house was held on September 22, 2011 to gain the public's feedback. The input from the plan review and open house was considered and incorporated into the proposed ASP.





**Legend**

- Edgefield Area Structure Plan Boundary
- Town Boundary

**Figure 1:**  
**LOCATION**  
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## PLANNING POLICY CONTEXT

### ***Calgary Metropolitan Plan***

The Calgary Metropolitan Plan (CMP) was adopted by the Calgary Regional Partnership in June of 2009. Strathmore is one of 14 communities comprising the Calgary Regional Partnership. The CMP provides strategic direction regarding regional development and servicing. There are four (4) main themes to the CMP which include:

*“Regional Landscape - protecting elements of our natural systems.*

*Regional Settlement - intensifying development in existing communities and new growth in compact urban nodes.*

*Regional Infrastructure - aligning settlement patterns with the provision of new infrastructure.*

*Preparing a Regional Economic Strategy for the Calgary region.”*

The Edgefield ASP supports the goals of the CMP for efficient use of land and infrastructure. The CMP identifies Strathmore as a compact urban node. As per the CMP, the ASP sets a comprehensive plan for a new mixed use community which is contiguous to existing development and leverages the region’s investment in servicing infrastructure directed to Strathmore. Minimum density requirements, housing choice and jobs and employment opportunities should be integrated into compact urban nodes.

### ***Town of Strathmore Municipal Development Plan***

The Town of Strathmore’s Municipal Development Plan (MDP), Bylaw #98-11, provides direction regarding the preparation of land use and development plans in the Town. The Edgefield ASP reflects the goals and policies of the MDP including:

- i) **Growth** – The Plan Area was annexed by the Town in 2010 to accommodate future growth. The ASP sets the framework for a comprehensively planned community that builds on the Town’s strength as a regional service centre. It identifies commercial development along the Highway 1 corridor and accommodates residential development to use the land and infrastructure in an efficient manner.*

- ii) **Community Services** – The ASP distributes a variety of open spaces, including tot lots, playfields, integrated wetland/storm ponds, pathways and linear parks, throughout the Plan Area to provide active and passive recreational opportunities in close proximity to residents. Municipal Reserve will be provided in land to the Town.*
- iii) **Municipal Infrastructure** –Infrastructure servicing is based on the Town’s overall Master Servicing Study which accounted for Town growth within the Plan Area.*
- iv) **Annexed Lands** – The ASP protects the long-term urban growth direction for the annexed lands included in the Plan Area, observing the density recommendations of the Calgary Metropolitan Plan.*

### ***Town of Strathmore Growth Study***

The Town of Strathmore Growth Study, October 2008 provided a long-term growth analysis that supported the 2010 Annexation. The Growth Study proposed a 50 year growth area and illustrated the anticipated land use strategy for the annexation area. The Edgefield ASP reflects the long-term land use concept of the Growth Study which identified commercial growth along the Highway 1 corridor and residential growth in the remaining Plan Area.

### ***Quality of Life Master Plan***

The Quality of Life Master Plan, February 2010 was undertaken to outline future strategies for the provision of recreation and cultural facilities, trails, parks and open spaces within the Town. These strategies are meant to sustain and provide healthy lifestyle choices through the provision of quality of life facilities, spaces and services. The Edgefield ASP implements this strategy by emphasizing connectivity within the community and with Town networks through a linked open space system of active and passive recreational spaces, and a comprehensive sidewalk, regional and local pathway and trail system.

## EXISTING CONDITIONS AND DEVELOPMENT CONSIDERATIONS

### ***Plan Area***

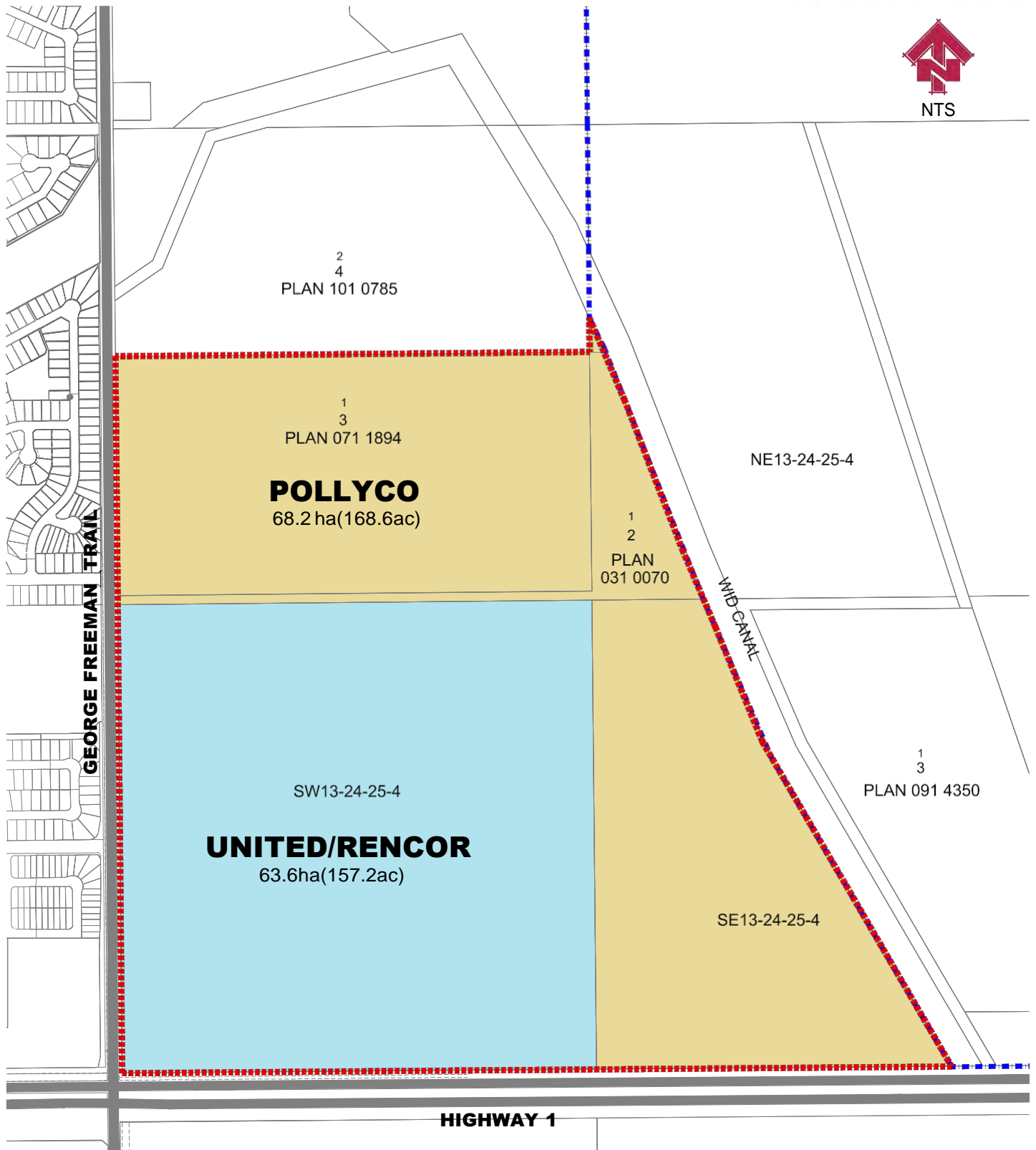
The Edgefield ASP applies to ±131.9 hectares (325.9 acres) on the eastern limit of Strathmore. The Plan Area is bound on the south by Highway 1, the west by George Freeman Trail, the Western Irrigation District (WID) canal on the east and future residential land to the north. The land was annexed by the Town in 2010 to accommodate future growth.

### ***Ownership***

At the time of ASP preparation the Plan Area is owned by two landowners, United Acquisition II Corporation/Rencor Developments (Strathmore) Inc and Pollyco Land Corporation, as illustrated in **Figure 2 – Ownership**. The following **Table 1** provides the legal description and ownership of each parcel of land within the plan area.

**Table 1. Ownership**

<b>Landowner</b>	<b>Title Number</b>	<b>Legal Description</b>	<b>Area Hectares (Acres)</b>
United Communities/ Rencor Developments	061 412 858	SW 13-24-25-W4	63.6 (157.2)
Pollyco Land Corporation	071 364 467	0310070; 2;1	5.7 (14.1)
	071 364 467 +1	Portion SE 13-24-25-W4	30.1 (74.4)
	071 364 467 +2	0711894; 3;1	32.4 (80.1)
<b>TOTAL</b>			<b>131.8 (325.8)</b>



**Legend**

- ..... Edgefield Area Structure Plan Boundary
- ..... Town Boundary

**Figure 2:**  
**OWNERSHIP**

## ***Existing Land Use***

The lands are agricultural in nature and two farm houses with associated outbuildings are located within the Plan Area; one in the southeast corner of SW 13-24-25-W4, and the second in the southwest corner of NW 13-24-25-W4.

Residential and commercial development exists west of the Plan Area and George Freeman Trail. Highway 1 along the south boundary intersects with George Freeman Trail outside the southwest corner of the Plan Area. Strathmore is a regional service centre. The Highway 1 corridor is the main commercial corridor in the Town, offering commercial and retail services for residents of the Town as well as servicing a much larger trading area east of the Town.

Current agricultural operations are adjacent north of the Plan Area, south of Highway 1 and east of the adjacent WID canal. The WID canal runs along the east boundary and beyond the canal to the east are Wheatland County agricultural lands. Agricultural land adjacent to the north was also annexed by the Town in 2010 and is anticipated for future residential use. Land south of Edgefield and Highway 1 is anticipated to develop for future commercial use.

## ***Sweet Gas Pipeline and Well***

A producing gas well site is located in the northwest of NW 13-24-25-W4 and associated pipeline right of ways for sweet gas low-pressure lines traverse the Plan Area. The well site and pipeline right of ways are leased by Encana Corporation. These are identified on **Figure 4 - Opportunities and Constraints**. Energy Resources Conservation Board (ERCB) standards indicate no additional setback beyond the right of way for any of the low-pressure sweet gas pipelines is required. The 100 metre setback recommended for gas well heads can be reduced at the discretion of the ERCB from 100 metres to 50 metres with the support of the landowner(s), licensee and municipality. In discussions with the licensee it was indicated that there is the potential to relocate the pipelines and reduce the right of way width of the pipelines to integrate with the community design.

- Policy 1. As per Energy Resources Conservation Board Directive 056, no setback is required from a low-pressure sweet gas pipeline right of way within the Plan Area.
- Policy 2. The pipeline right of way should be incorporated into the open space system and soft landscaping should be the standard at the surface of the right of way.



Policy 3. A request to reduce the setback from the sweet gas well head from 100 metres should meet the Energy Resources Conservation Board requirements and will be at the discretion of the Town.

Policy 4. The unrestricted setback area around the sweet gas well head should be incorporated into the Plan Area as a public open space. An access to the well head site shall be maintained in accordance with the requirements of the day.

### ***Western Irrigation District Canal***

The Western Irrigation District Canal A is the boundary condition east of the Plan Area. The canal is owned and operated by the Western Irrigation District (WID) which provides irrigation water to local farms and municipal water to some communities. Rehabilitation to this portion of the canal was undertaken in 2010 with the key priority being water conservation. Reshaping and lining of the canal should reduce seepage from the canal, including into the Plan Area.

### ***Topography***

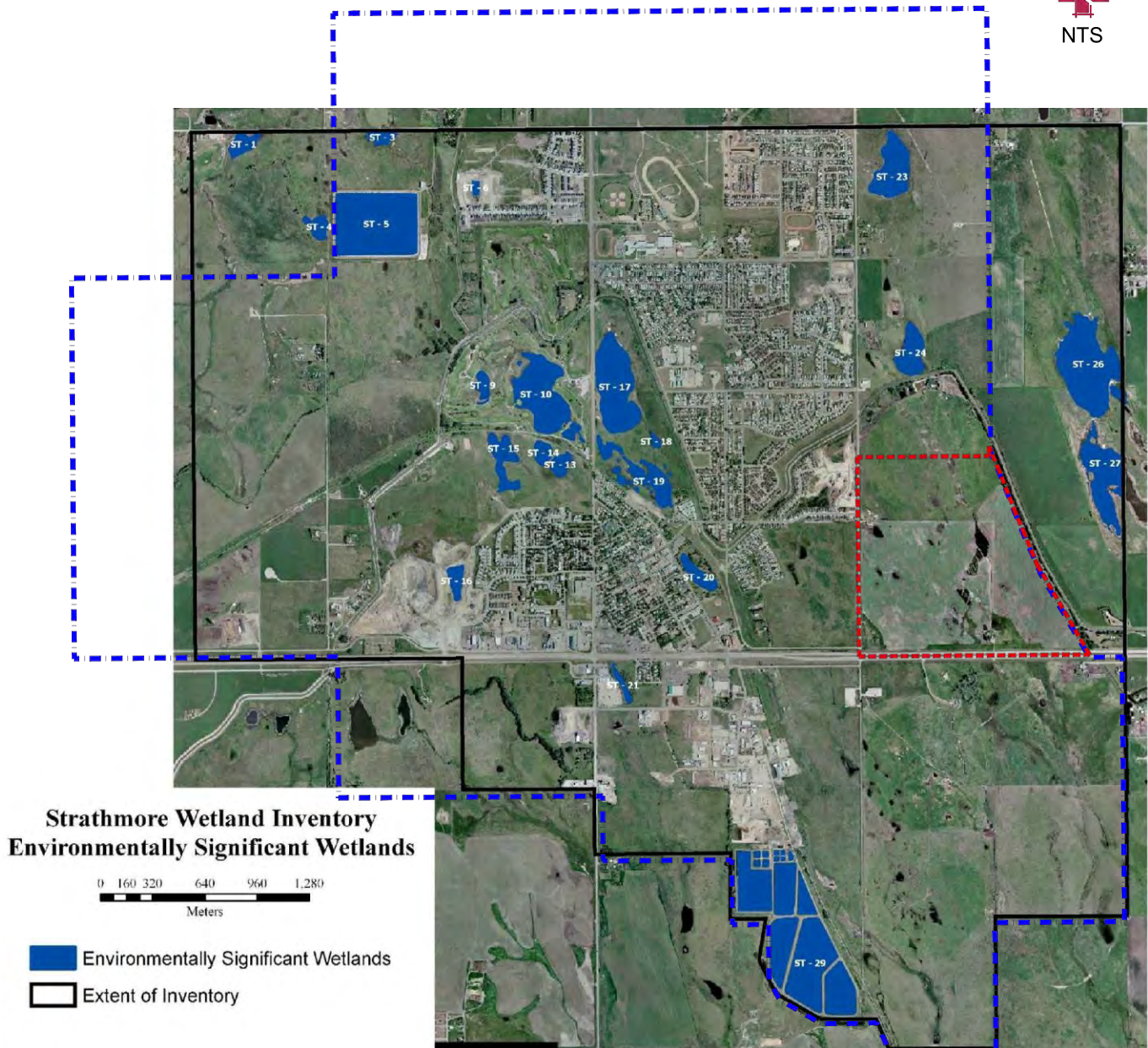
A low-lying drainage area is located along the shared quarter section line between NW and NE 13-24-25-W4 with the lands west of this area gently sloping in a southeast direction. The lands adjacent to the WID canal have a more significant slope southwest towards the low-lying area. **Figure 5** demonstrates the site topography and natural drainage.

### ***Biophysical Impact Assessment***

A Biophysical Impact Assessment (BIA) was completed for the Plan Area by Sweetgrass Consultants Ltd, July 2011. The assessment indicates that greater than 85% of the Plan Area is disturbed or non-native habitat. The remainder of the Plan Area is comprised of wetlands, many of which have been degraded through agricultural land use. The Town of Strathmore Wetland Conservation Plan (2005) does not indicate any wetlands in the Plan Area as Environmentally Significant Wetlands. The BIA concludes that the effects of the future land use on regional habitat fragmentation, biodiversity and wildlife corridors will be negligible or minor.

Policy 1. Opportunities to integrate natural features into the stormwater management system while maintaining or enhancing natural characteristics should be considered, where appropriate.

Policy 2. Details regarding wetland mitigation/compensation issues shall be addressed in consultation with Alberta Environment at the subdivision stage.



Source: Town of Strathmore Wetland Conservation Plan August 7, 2005

### Legend

- ..... Edgefield Area Structure Plan Boundary
- ..... Town Boundary

**Figure 3:**  
**STRATHMORE**  
**ENVIRONMENTALLY SIGNIFICANT WETLANDS**

## ***Environmental Site Assessment***

Phase 1 Environmental Site Assessments have been completed by Stantec for the Plan Area to assess if evidence of potential or actual environmental contamination exists in connection with the Plan Area, as a result of current or past activities on the site or neighbouring properties. The conclusions and recommendations of the assessments outline actions and/or any further study required upon development of the Plan Area.

Policy 1. Recommendations in the Phase I Environmental Site Assessment(s) for the Plan Area should be implemented at the subdivision stage.

Policy 2. If any buried debris, staining, or unusual odors are encountered during development, development shall cease and further assessment by an environmental consultant shall be undertaken at that time and any remediation.

## ***Geotechnical***

Preliminary Geotechnical Evaluations were completed by McIntosh Lalani Engineering Ltd for the Plan Area. The evaluations support the potential to develop the Plan Area for new residential and commercial development. Recommendations on particular construction practices and techniques are included in the evaluations.

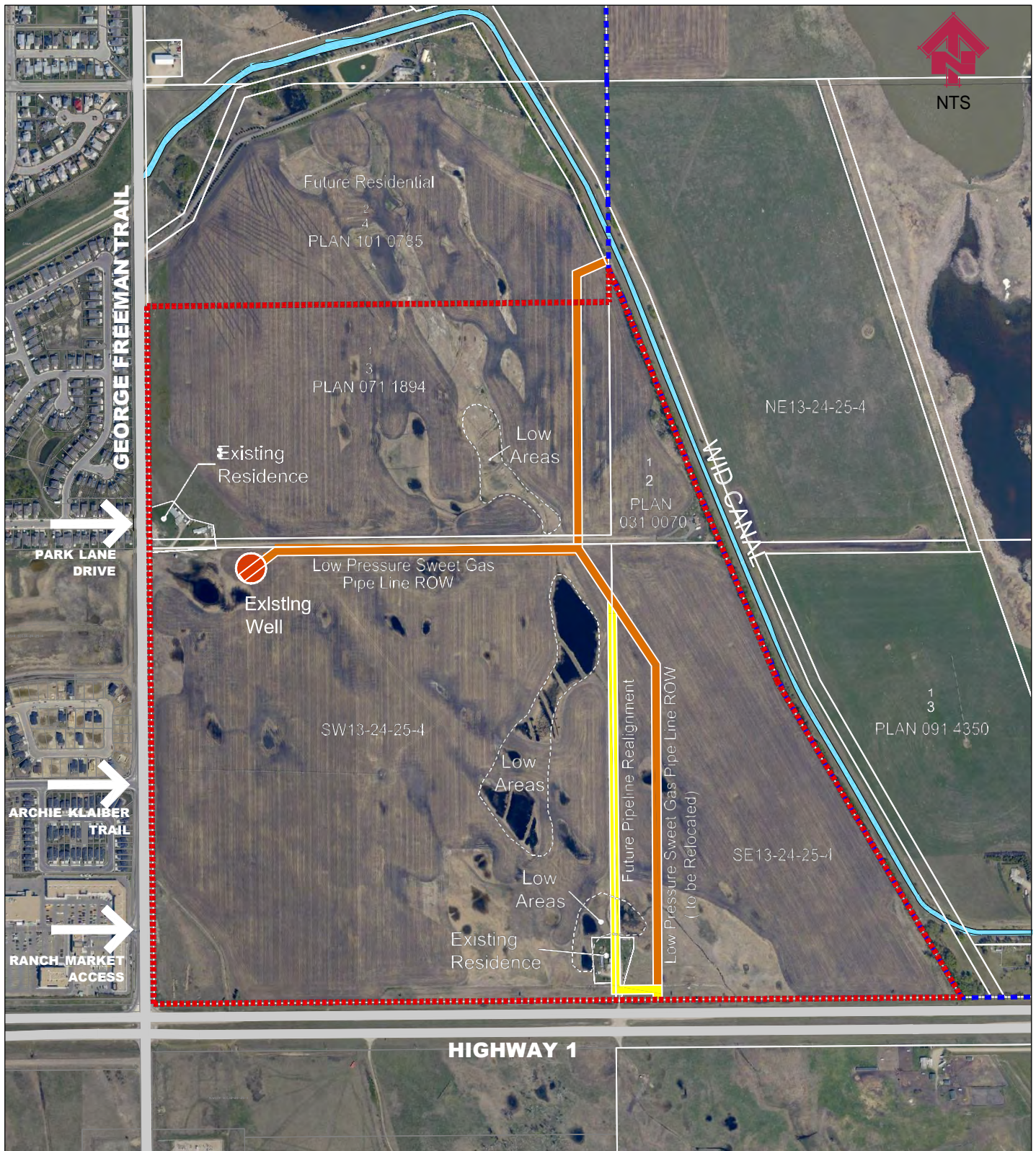
Policy 1. The recommendations from the Preliminary Geotechnical Evaluations should be implemented at the subdivision stage.

## ***Historical Resources***

Historical Resource Overviews were completed for the Plan Area by Stantec. Based on the results of the historic site inventory file search and the field observations, the Plan Area has low potential for encountering intact historical resources. A Historical Resources Impact Assessment is not required for archaeology or paleontology for the Plan Area.

Policy 1. Subject to Section 31 of the Historical Resources Act, Alberta Culture and Community Spirit shall be contacted if any previously undiscovered historic resources are encountered during development.



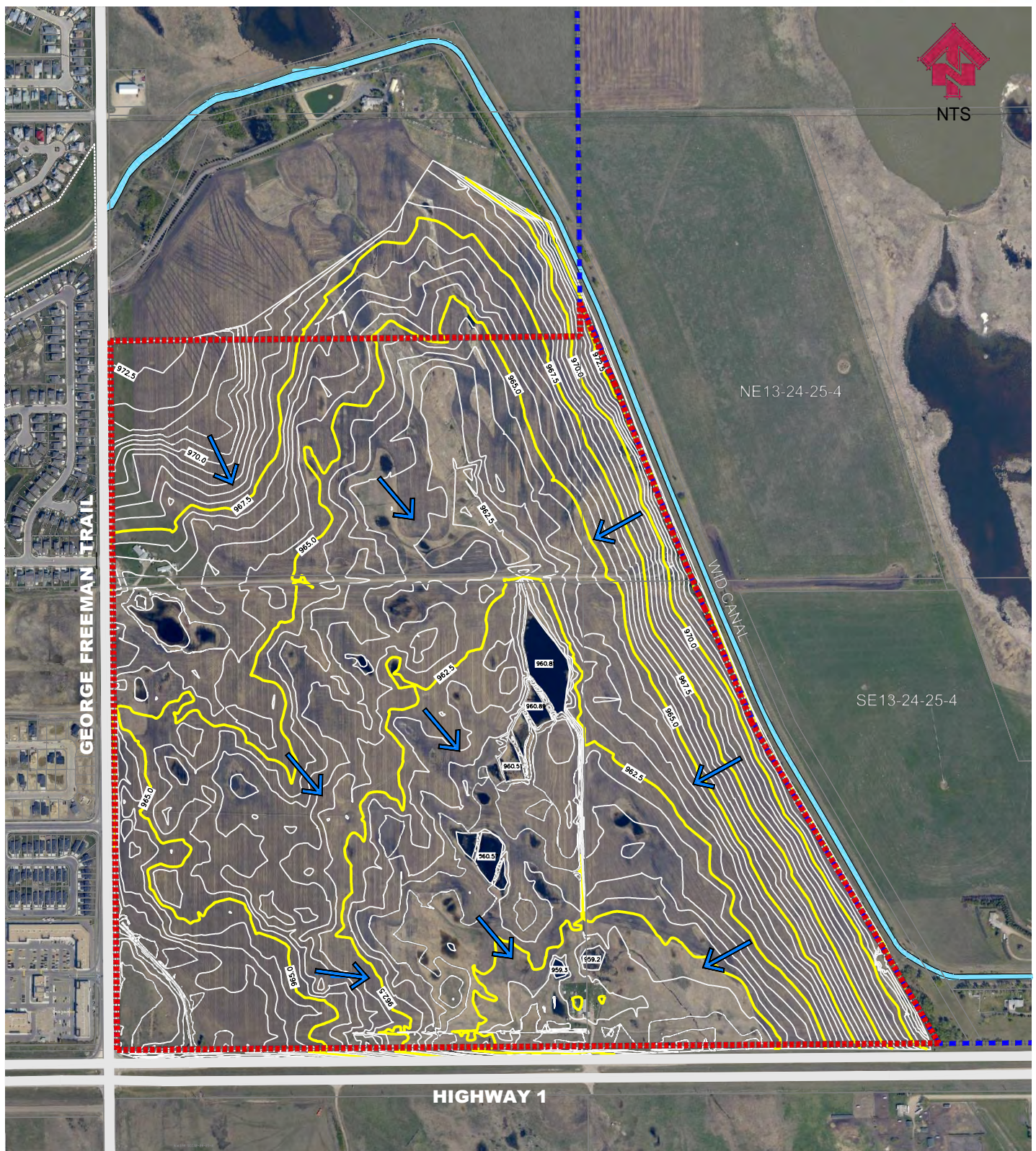


**Legend**



- Edgefield Area Structure Plan Boundary
- Town Boundary

**Figure 4:**  
OPPORTUNITIES  
and CONSTRAINTS





### Legend

-  Edgefield Area Structure Plan Boundary  
 Town Boundary  
 Natural Drainage

**Figure 5:**  
TOPOGRAPHY



## LAND USE

### *Vision*

Edgefield is a comprehensively planned community that incorporates a mix of uses and emphasizes connectivity to recreational, natural, social and commercial amenities and services. Edgefield may be the easternmost residential area in the Town of Strathmore but its open space and transportation network emphasize integration with other Strathmore communities and focal points while the commercial area makes Edgefield a destination for Town residents and visitors. Edgefield residents take advantage of the community's location at the edge of Town through use of the linear open space that runs along the WID canal offering views of the agricultural fields beyond to the east in a calm and quiet setting.

A green network threads through the community offering open space links to the range of active and passive recreational amenities including parks, playfields, the central integrated wetland and pond amenity and the WID canal. Residents walk, bike and relax around the integrated wetland and pond area in the central green corridor which is linked from all directions to Edgefield's residential and commercial areas.

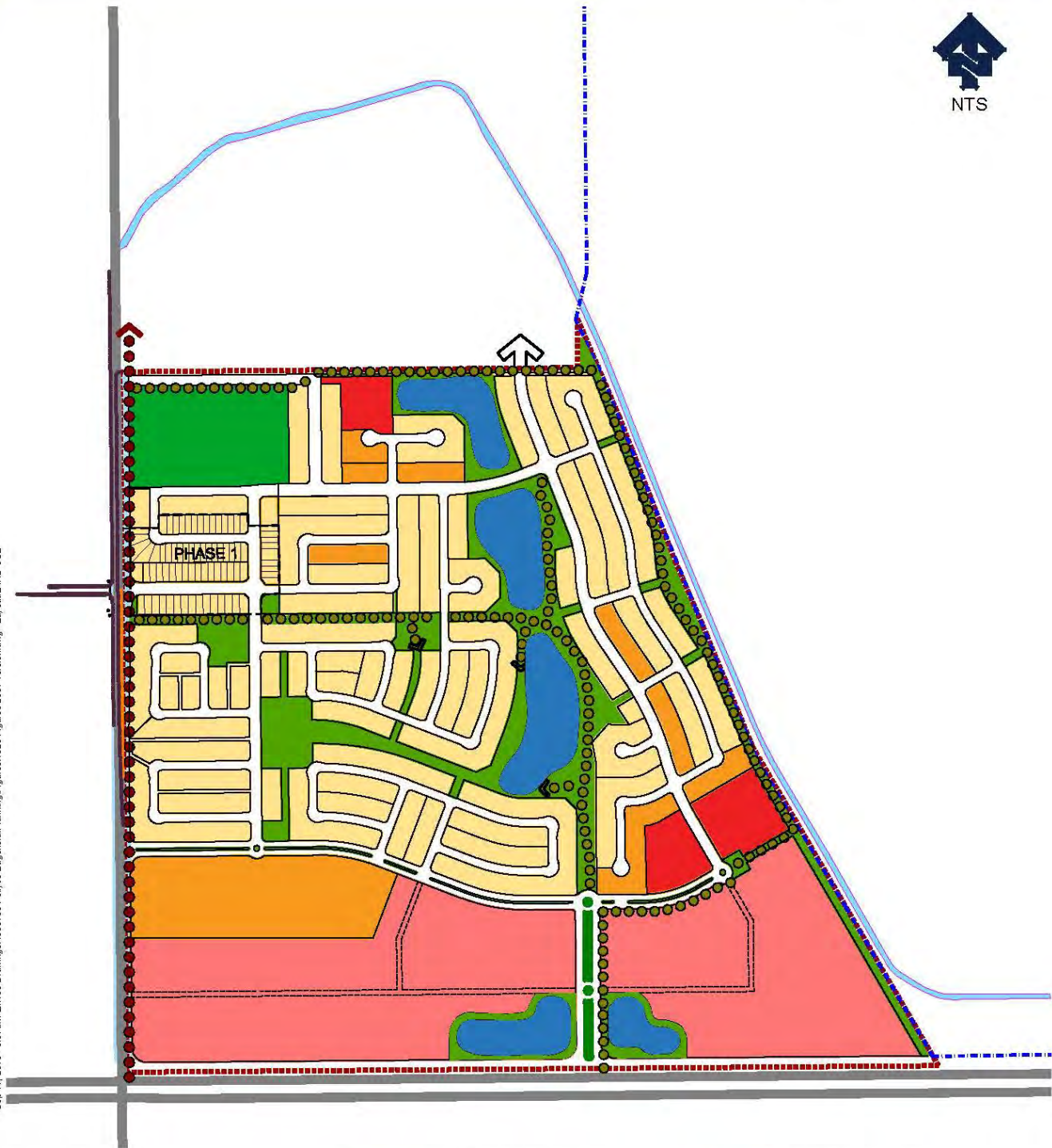
The variety of housing options makes Edgefield a community of diverse households where people can meet their changing housing needs while remaining in the community. Housing layout takes advantage of proximity to open space and provides direct connections onto these spaces. The layered system of open space, streets and sidewalks links residents to destinations and focal points within the community as well as beyond to adjacent communities and Town amenities.

The high quality buildings and variety of retail and services in Edgefield's commercial area benefits Edgefield residents as they satisfy daily needs within their own community and can choose to access these services through a variety of transportation modes.

Edgefield residents are committed to healthy lifestyles and a high quality of life based on the diversity and quality of recreational, natural, social and commercial opportunities integrated throughout the community.



Sep 11, 2015 - 8:37am Z:\400 Drawings\46301\00 Pollyco Edgefield\Planning\Figures\1323 Figures 2007 version.dwg Layout LAND USE



**Legend**

- Edgefield Area Structure Plan Boundary
- Town Boundary
- . - . - Phase 1 Boundary
- \_\_\_\_\_ Future Road Right of Way

- Low Density Residential
- Medium Density Residential
- High Density Residential
- School
- Commercial

- Open Space/Park
- Integrated Wetland/Storm Pond
- Regional Pathway
- Local Pathway/ Trail

**Figure 6:**  
LAND USE CONCEPT

## Land Use Concept

The Land Use Concept (Figure 6) illustrates the mix of land uses planned in the community of Edgefield. Housing choice is provided through both low and medium density residential forms, connected to commercial uses through a network of open spaces. Following are the land use statistics anticipated in the new community.

**Table 2A. General Land Uses**

Land Use	Area Hectares (Acres)	Percentage of Total Area
Low Density Residential	39.06 (96.5)	29.6%
Medium Density Residential	10.37 (25.6)	7.9%
High Density Residential	3.73 (9.2)	2.8%
Commercial	30.0 (74.1)	22.8%
School	4.90 (12.1)	3.7%
Open Space / Park	14.10 (34.8)	10.7%
Naturalized Storm Pond	7.78 (19.2)	5.9%
Roads	21.86 (54.0)	16.6%
<b>Total</b>	<b>131.81 (325.7)</b>	<b>100%</b>

**Table 2B. Land Use by Quarter Section**

Land Use	Section 13 Township 24 Range 25 W4M									
	NW 1/4		NE 1/4		SW 1/4		SE 1/4		TOTAL	
	Ha	%	Ha	%	Ha	%	Ha	%	Ha	%
Low Density Residential	14.01	41.3	2.66	62.1	18.30	28.7	4.09	13.7	39.06	29.6
Medium Density Residential	1.53	4.5	0.04	0.9	6.29	9.9	2.51	8.4	10.37	7.9
High Density Residential	0.97	2.9	0	0	0	0	2.76	9.2	3.73	2.8
Commercial	0	0	0	0	16.96	26.6	13.05	43.7	30.01	22.8
School	4.90	14.4	0	0	0	0	0	0	4.90	3.7
Open Space/ Park	2.37	7.0	0.93	21.7	7.79	12.2	3.01	10.1	14.10	10.7
Naturalized Storm Pond	3.19	9.4	0	0	3.74	5.9	0.85	2.8	7.78	5.9
Roads	6.96	20.5	0.65	15.2	10.68	16.8	3.57	12.0	21.86	16.6
<b>TOTAL</b>	<b>33.93</b>	<b>100%</b>	<b>4.28</b>	<b>100%</b>	<b>63.76</b>	<b>100%</b>	<b>29.84</b>	<b>100%</b>	<b>131.8</b>	<b>100%</b>

## Residential

The residential component of Edgefield is located east of the existing residential development across George Freeman Trail. It is comprised of Low and Medium density residential development that provides a variety of housing forms. The housing mix will meet the housing needs of a range of household types. Residential development is integrated with the open spaces to provide convenient access to recreational features and to maximize views onto open space. Refer to **Figure 6 – Land Use Concept**.



**Low Density Residential** - is comprised of a variety of single-detached housing sizes on large and narrow lots, and semi-detached housing. Laned and laneless lots for each housing form will be incorporated.

**Medium Density Residential** – includes street townhouses and comprehensive townhouse and stacked townhouse forms. Street townhouses are three or more side by side units fronting on a street. Comprehensive townhouse and stacked townhouses refer to buildings of attached units comprehensively planned on a multifamily designated site. Comprehensive townhouse development is strategically located near the commercial uses to encourage multifamily residents to take advantage of the nearby commercial uses through more frequent but shorter trips by active transportation modes to satisfy their daily needs.

**High Density Residential** – includes apartments. This Area Structure Plan was amended in 2015 to enable the dedication of a school site. This adjusted the amount of land allocated for various purposes and resulted in a reduction of the lands allocated to Low Density Residential development. To compensate for this dedication, a total area of 3.73 ha is proposed for “high density residential development”. The result is a net residential density of 31.54 dwelling units per ha.

**Table 3. Residential Density and Population**

Developable Area	Area		Units Per Ha	Units	People Per Unit	Population
	Ha	Ac				
Low Density Residential	39.06	96.5	21.25	831	2.6	2161
Medium Density Residential	10.37	25.6	50	519	2.6	1350
High Density Residential	3.73	9.2	87.5	327	2.6	851
TOTAL	53.16	131.4	31.54*	1677	2.6	4362

\*This is the average overall density for the total area.

Policy 1. The residential area shall include a range of low and medium density housing forms.

Policy 2. Low density residential forms will be the predominant housing type within the Plan Area.

Policy 3. Low density residential area should include a variety of single-detached housing sizes, including large and narrow lots, and semi-detached housing form.

Policy 4. Medium density residential area should include multifamily development in street townhouse and comprehensively planned townhouse and/or stacked townhouse forms.

Policy 5. The ASP area shall achieve an overall residential density of 19.7 to 24.7 units per hectare (8 to 10 units per gross acre).

Policy 6. Comprehensively planned medium density residential areas should be located near the commercial use area.

Policy 7. The developer shall maintain a high quality of design and finishing materials in the Residential Area by preparing and implementing Architectural Control Guidelines.

## **Commercial**

The Commercial Area will accommodate commercial developments of various building and use sizes that service the regional and local markets. The Commercial Area is focused along the Highway 1 commercial corridor. Refer to **Figure 6 – Land Use Concept**. As Strathmore is a regional service centre, larger regional commercial tenants will draw from the Town's large trading area. Medium and smaller size commercial uses, including local businesses and services, can locate in the area and will benefit from the draw of the large anchor tenants.

Policy 1. The Commercial Area should accommodate a range of commercial use sizes of a regional and local nature.

Policy 2. The Commercial Area shall be sited and buildings designed to sensitively interface with the Residential Area. The interface design shall incorporate landscaping, fencing, high quality building materials or design features.

Policy 3. Pedestrian circulation shall be accommodated within the Commercial Area via defined walkways.

Policy 4. The developer shall maintain a high quality of design and finishing materials in the Commercial Area by preparing and implementing Architectural Control Guidelines.

Policy 5. A full turns access to the Commercial Area shall align with the Ranch Market access at George Freeman Trail subject to the conditions and requirements of an approved Traffic Impact Assessment.

Policy 6. An access should be provided along Highway 1 to the Plan Area, subject to the conditions of an approved Traffic Impact Assessment and Alberta Transportation approval.

Policy 7. A commercial entry feature should be incorporated at the south and west access points of the Commercial Area to encourage commercial traffic, external to Edgefield residents, to utilize these primary commercial access points

## ***Open Space Network***

The Edgefield ASP supports the Town's mandate to promote a continued high quality of life for its residents through the provision of recreation facilities, trails, parks and open space. A network of open space spans Edgefield incorporating parks, playfields, and naturalized storm ponds. These areas are connected by a significant network of linear open space with pathways and trails. Refer to **Figure 7 – Open Space Network**. This network supports healthy lifestyles by encouraging walking and cycling for recreational purposes as well as transportation mode of choice to destinations in the community and beyond.

Edgefield's open space network connects the community's various open space areas and commercial destinations and also integrates and completes links to the town system. The main north-south open space corridor incorporates naturalized storm ponds and is the focal point of the open space system. This corridor provides convenient access to the Commercial Area for Edgefield residents and permeability of the Residential Area through the linear open space links in all directions, including to the future residential area immediately north.

The secondary north-south open space corridor runs along the canal for residents to enjoy the vistas east to the agricultural fields. This open space link should continue beyond the Edgefield boundary into the adjacent community to the north and further to connect with the Town's open space network featured along the canal.

A regional pathway connection along George Freeman Trail connects with the existing and future regional system. Local pathways and/or trails will be incorporated throughout the open space network particularly through the linear open spaces.

Policy 1. A variety of open spaces, including tot lots, playfields, and naturalized storm ponds shall be connected by a system of linear open space.

Policy 2. A pathway system comprised of Regional Pathway, Local Pathway and Trails shall be incorporated in the open space network to enhance pedestrian and cyclist circulation.

Policy 3. The Regional pathway shall be constructed within the George Freeman Trail right of way.

Policy 4. Municipal and School Reserves shall be at least 10% of the Plan Area.

Policy 5. Naturalized storm ponds, including natural features, bioretention and stormwater facilities should be designed into the open space system to enhance the quality of stormwater and provide passive recreation and social spaces.

Policy 6. The low-pressure sweet gas pipeline right-of-way should be incorporated in linear open space and soft landscaped, where possible.

Policy 7. The setback area, beyond the restricted fenced area, around the sweet gas wellhead should be incorporated as public open space and soft landscaped.



### Legend

- Egdefield Area Structure Plan Boundary
- - - - - Town Boundary

- Open Space/Park
- Storm Pond
- Regional Pathway
- Local Pathway/Trail

**Figure 7:**  
OPEN SPACE NETWORK



## TRANSPORTATION

### *Transportation Overview*

The transportation network and street standards are illustrated in **Figure 8 – Transportation**. Edgefield is bound by the WID canal on the east therefore the west and south access points are important in providing connectivity for the community. Three access points are identified from George Freeman Trail in alignment with existing accesses from the existing residential and commercial development to the west.

Primary access to the residential area is from the two access points along George Freeman Trail aligned with Park Lane Drive and Archie Klaiber Trail. These entry streets incorporate landscaped boulevards and medium and low density, street-oriented housing to frame the streets.

Collector road connections will extend into the Edgefield Residential Area. Community roads will incorporate sidewalks as per Town road standard specifications to create a comprehensive sidewalk, pathway and trails system.

Direct access points to the Commercial Area from George Freeman Trail and Highway 1 service commercial traffic from areas outside of the community. Traffic calming measures along the north-south access road from Highway 1 will discourage commercial traffic from traveling beyond the Commercial Area into the Residential Area of Edgefield. Edgefield residents will connect to the Commercial Area through the comprehensive pathway and sidewalk network and residential road system.

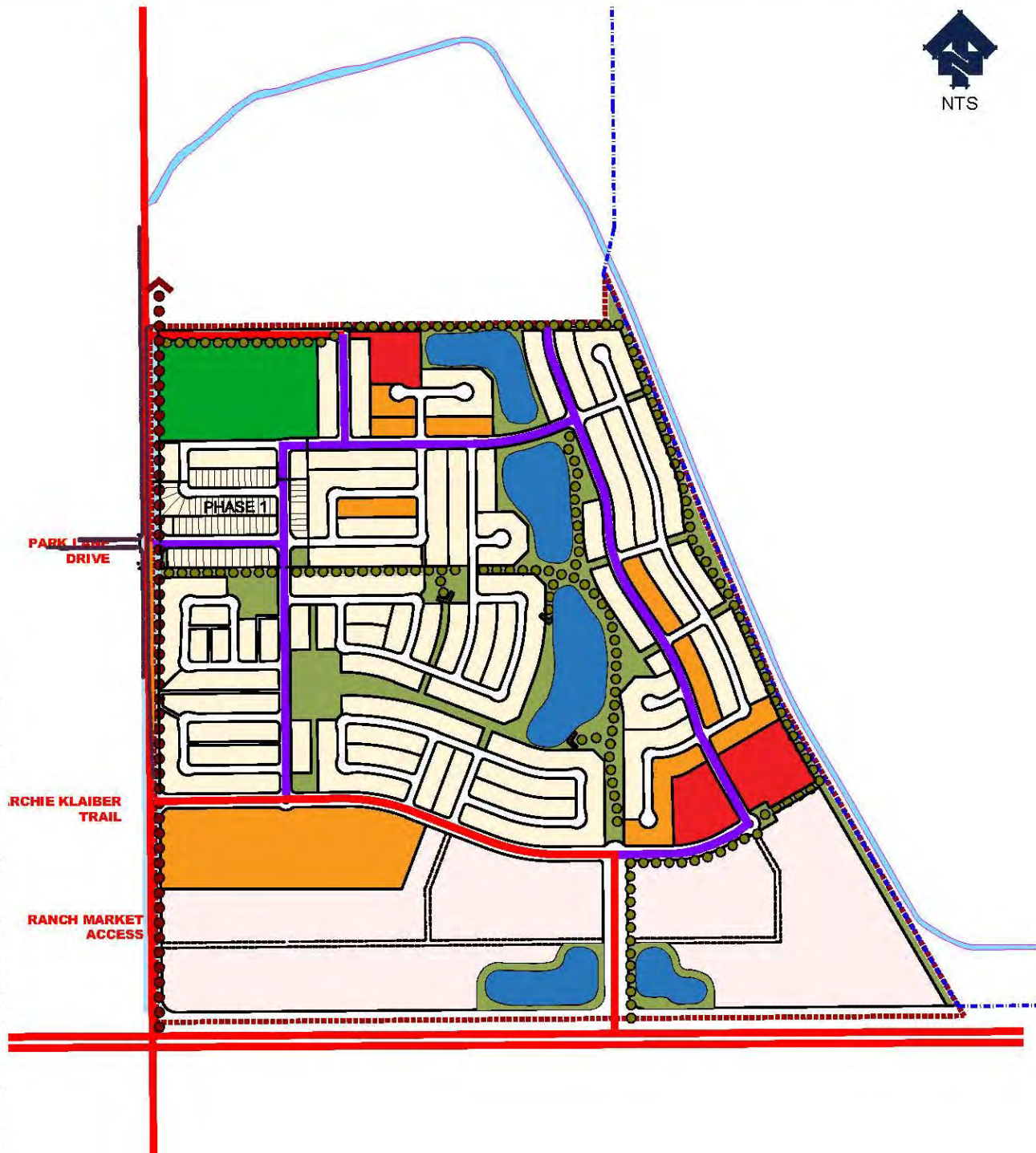
Policy 1. Roads will be designed and built as per Town of Strathmore road standards.

Policy 2. Three access points to the Edgefield ASP area shall align with the existing access points along George Freeman Trail; Park Lane Drive, Archie Klaiber Trail, and Ranch Market access.

Policy 3. A 40 metre road widening right of way shall be dedicated along George Freeman Trail and the Edgefield ASP. Should the actual required road allowance be determined as less than 40 metres, then the road dedication from the Edgefield ASP may be reduced and the surplus land will be returned to Edgefield for inclusion in the lots along George Freeman Trail, or returned as additional Municipal Reserve.

- Policy 4. An access should be provided to the Plan Area from Highway 1 between George Freeman Trail and the eastern edge of the Edgfield ASP area, subject to Alberta Transportation approval.
- Policy 5. Traffic calming measures should be incorporated into the design of the Minor Arterial road from Highway 1 to the Residential Area Collector Road.
- Policy 6. Additional access to the Commercial Area from Archie Klaiber Trail alignment along the north boundary of the Commercial Area shall be provided subject to the conditions of an approved Traffic Impact Assessment.
- Policy 7. Emergency access shall be provided to the future residential lands north of the Plan Area.
- Policy 8. The Regional pathway, Local pathway and Trails shall be incorporated in open space areas to enhance permeability of the community and to connect to sidewalks.
- Policy 9. Potential for a future road extension east of the Minor Arterial, Archie Klaiber Trail alignment, should be provided as a protected road right-of-way. The road right-of-way shall be an open space area, not included in Municipal Reserve calculations, until such time that the Town undertakes construction of this section of the road and a WID crossing.
- Policy 10. Each residential subdivision and commercial subdivision or development application received shall require an updated assessment of the transportation capacity at Highway 1 for approval by both the Town and Alberta Transportation.





**Legend**

- Egdefield Area Structure Plan Boundary
- Town Boundary

- Expressway
- Major Arterial
- Minor Arterial
- Collector Road

- Regional Pathway
- Local Pathway/ Trail

\* Notes: All other roads to be Residential Standard

**Figure 8:**  
TRANSPORTATION CONCEPT

## Servicing

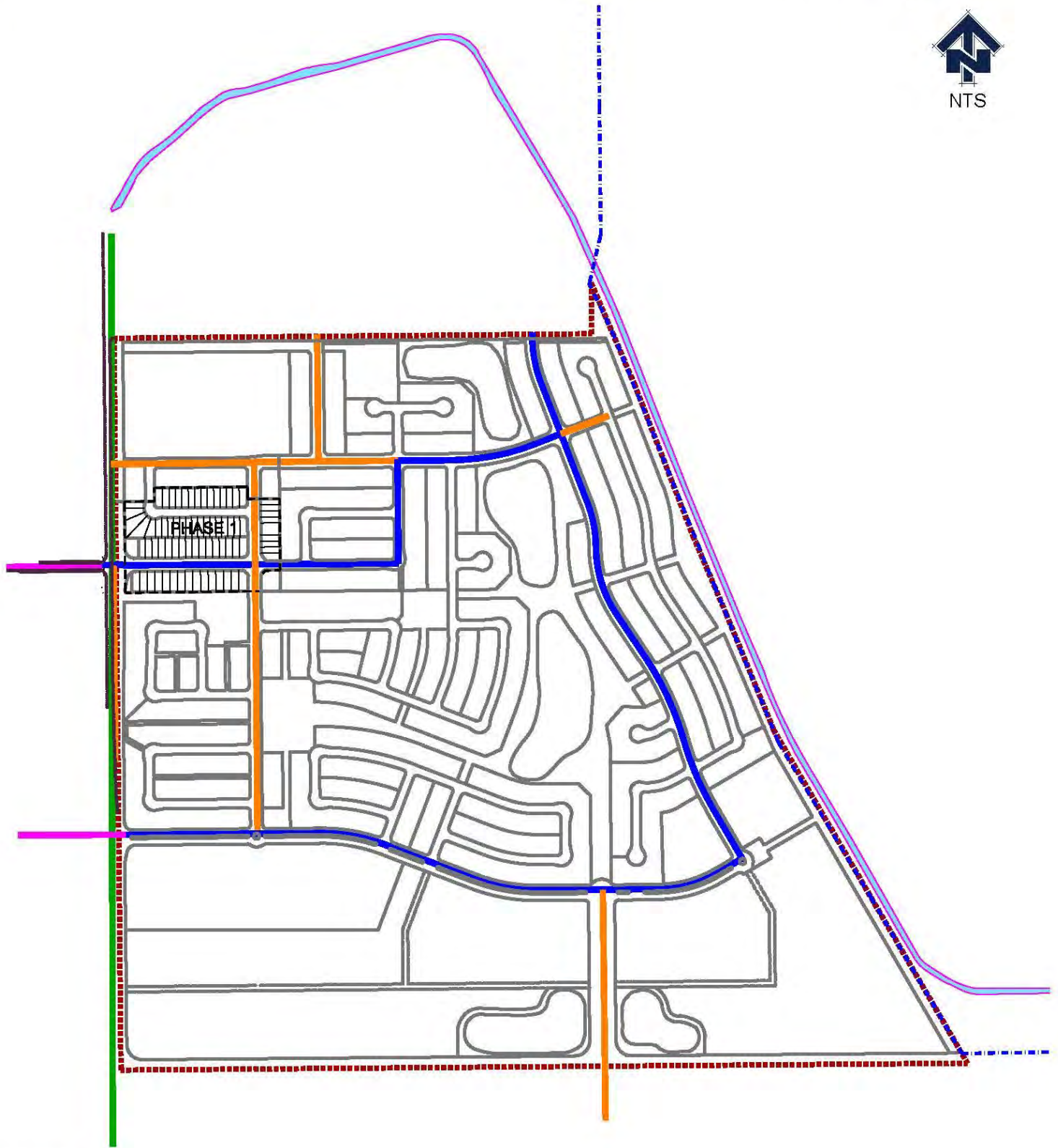
### *Servicing Overview*

Part 1 of the Functional Servicing Report (FSR) has been submitted in support of this application to the Town of Strathmore. It outlines on-site and off-site servicing requirements. Part 2 of the Functional Servicing Report will be required at the Pre Subdivision Phase to provide further servicing requirements. The FSR has been prepared in accordance with the Town of Strathmore Master Servicing Study Annexation 2006 (Master Servicing Study).

## **Water Servicing**

The Water Servicing Concept is in accordance with the Master Servicing Study. Water servicing for the subject lands will utilize two existing water main connections. One connection will be located at Archie Klaiber Trail and George Freeman Trail and the other connection at Park Lane Drive and George Freeman Trail. In the future, these mains will be connected to the transmission main within George Freeman Trail. The location of water main connections and water main sizing is identified in **Figure 9**. Water mains in residential roads and the commercial area will be sized and modeled in Part 2 of the Functional Servicing Report at Pre Subdivision Stage.

- Policy 1. The water distribution system for the Plan Area should be generally designed in accordance with the Town of Strathmore Master Servicing Study Annexation 2006 and Part 1 of the Functional Servicing Study.
- Policy 2. Part 2 of the Functional Servicing Study shall be prepared at Pre Subdivision Stage.
- Policy 3. The water distribution system shall be designed in accordance with the most recent standards and specifications of the Town of Strathmore and Alberta Environment.
- Policy 4. All material used in the development shall be new and in compliance with the most recent standards and specifications of the Town of Strathmore and Alberta Environment.



**Legend**

- ..... Edgefield Area Structure Plan Boundary
- - - - - Town Boundary

- Existing 250mm Water Main
- Proposed 300mm Water Main
- Proposed 250mm Water Main
- Future Water Main

**Figure 9:**  
WATER SERVICING CONCEPT  
Page 183 of 339

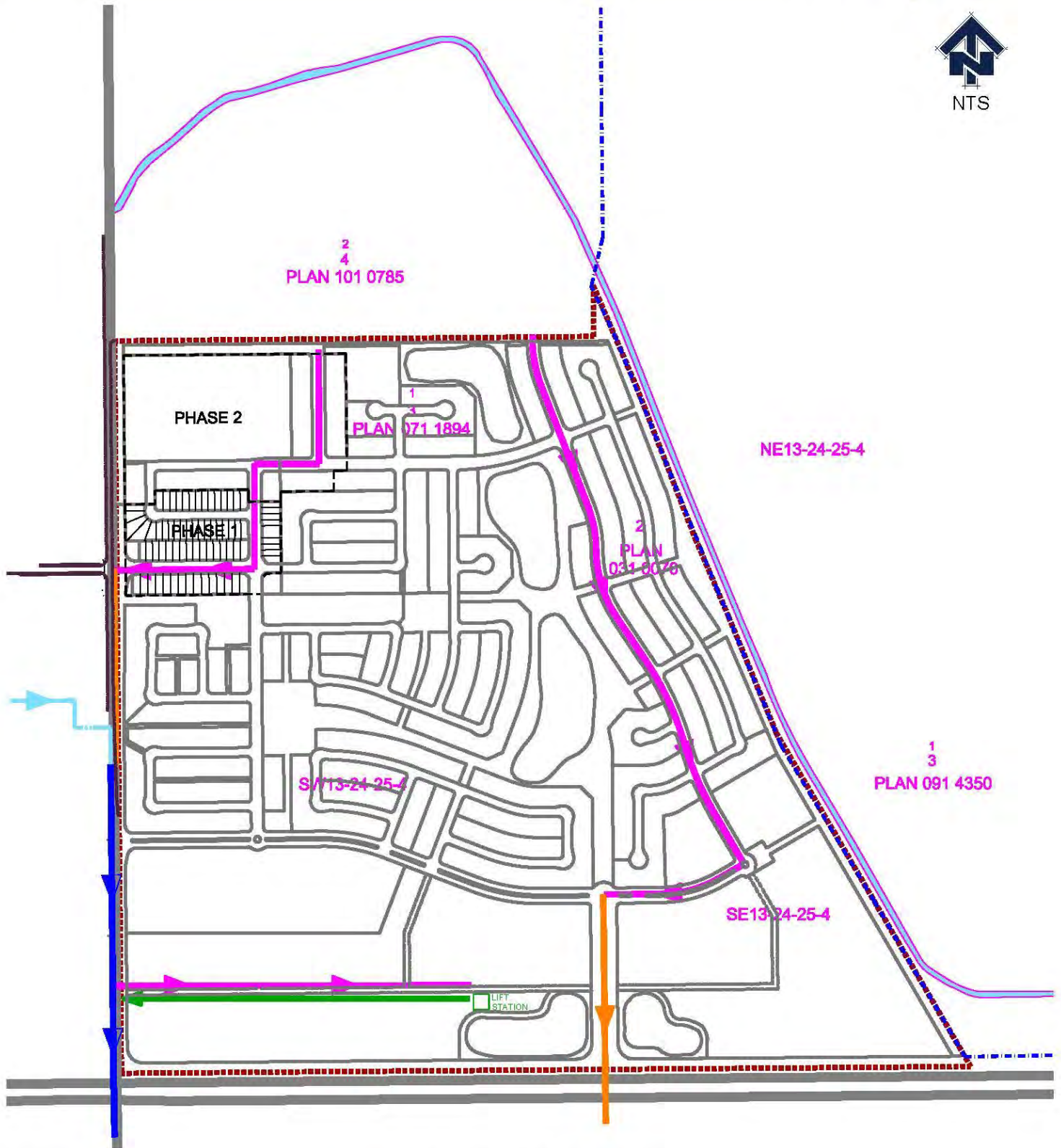


## ***Sanitary Sewer and Wastewater Servicing***

Sanitary servicing for Edgefield will be provided by three connections (refer to **Figure 10**). The first sanitary connection will utilize an existing 450 mm diameter sanitary main in George Freeman Trail north of Archie Klaiber Trail. The second connection is at George Freeman Trail at the entrance for Ranch Market. The third connection is a proposed sanitary sewer located at the south east corner of the subject lands that crosses under Highway #1 as per the Master Servicing Study.

The first stages of development will connect to the existing 450mm sanitary sewer in George Freeman Trail and the contributing areas of NW ¼ 13-24-25-W4 in the Plan Area and SW ¼ 13-24-25-W4 that are able to be serviced by this connection will be based on the Ranch Phase One Development Agreement. The remaining Plan Area will connect to the proposed 750 mm sanitary sewer located at the south east corner of the subject lands. The 750 mm sanitary main is oversized to receive sanitary flows from lands north of Edgefield.

- Policy 1. The sanitary sewer and wastewater distribution system for the Plan Area shall be designed in accordance with the Town of Strathmore Master Servicing Study Annexation 2006 and Part 1 of the Functional Servicing Study.
- Policy 2. As per the Ranch Phase One Development Agreement, an area up to 16.3 hectares of contributing area shall be serviced through a connection to the existing 450 mm diameter sanitary main in George Freeman Trail. The contributing area of NW1/4 13-24-25-W4 within the Plan Area shall be up to 3.8 hectares and 12.5 hectares from SW1/4 13-24-25-W4.
- Policy 3. Sanitary connection to George Freeman 450 mm sanitary main shall be by gravity. Temporary or private non-gravity options may be considered at the discretion of the Town.
- Policy 4. All material used in the development shall be new and in compliance with the most recent standards and specifications of the Town of Strathmore and Alberta Environment.



# Legend

- ..... Edgefield Area Structure Plan Boundary
- - - - - Town Boundary

- Future 450mm Sanitary Main
- Existing 450mm Sanitary Main
- Proposed Sanitary Main
- Proposed Lift Station and Forcemain
- Proposed 525mm Sanitary Main

**Figure 10:**  
**SANITARY SEWER**  
**and WASTEWATER CONCEPT**  
 Page 185 of 339

## **Stormwater Servicing**

Stormwater servicing for the subject site will be provided by gravity mains to several storm ponds throughout the site. The concept is illustrated on **Figure 11 – Stormwater Management Concept**. Drainage from the Plan Area will be directed to Eagle Lake Pond 6 to be conveyed by a surface ditch. Stormwater management facilities will be employed as end-of-pipe systems to control the discharges to Eagle Lake Pond 6 as well as to reduce runoff volumes through evaporation and reuse of stormwater. The integration of wetlands into the stormwater management system will be considered at the detailed design stage.

- Policy 1. The details of the storm ponds including volumes, size and discharge rate will be determined in Part 2 of the Functional Servicing Study at Pre Subdivision Stage.
- Policy 2. The stormwater management system for the Plan Area should be generally designed in accordance with the Town of Strathmore Master Servicing Study Annexation 2006 and Part 1 of the Functional Servicing Study.
- Policy 3. Discharges from the Plan Area should be conveyed to the Eagle Lake drainage system, subject to a long term agreement between the Town and the Western Irrigation District.
- Policy 4. Best Management Practices should be implemented to retain runoff on site, control runoff discharges and to reduce pollutants to meet Provincial requirements. This should include reuse of stormwater from the on-site stormwater management facilities.
- Policy 5. On-site storm ponds shall be incorporated to control the discharges. These facilities will provide storage for stormwater reuse and to facilitate removal of sediments and other pollutants.
- Policy 6. An integrated wetland and stormwater management system should be considered to satisfy stormwater management requirements and for wetland mitigation.
- Policy 7. Alberta Environmental Protection Stormwater Management Guidelines and the Town of Strathmore requirements, in consultation with the Western Irrigation District, shall be followed.

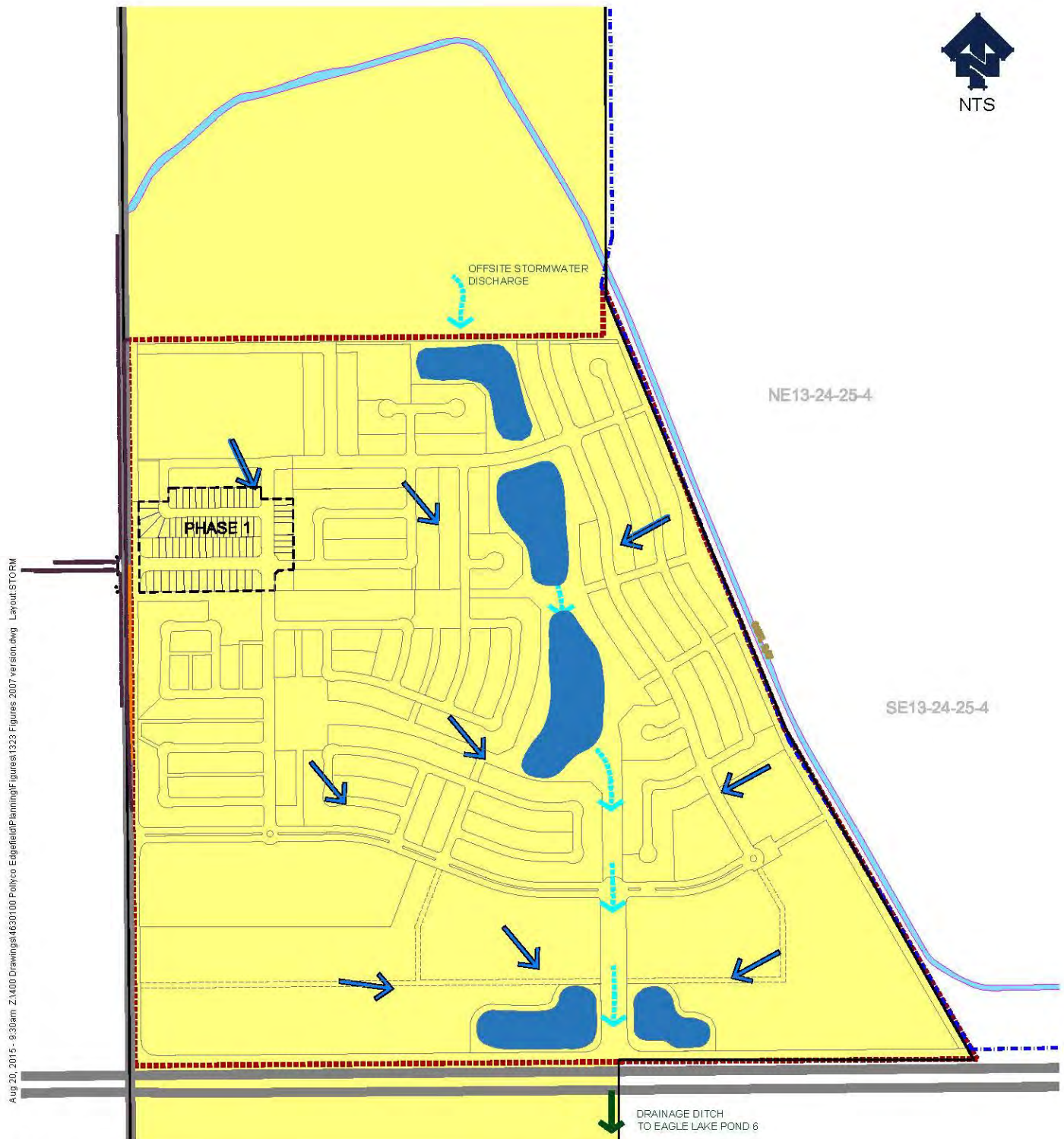


- Policy 8. The on-site stormwater facilities shall accommodate a flow through of off-site stormwater from lands north of the Western Irrigation District A Canal.

### ***Shallow Utilities***

Shallow Utilities include telephone, natural gas, electrical, internet, and cable services. The developer will be responsible for the provision of these services through individual utility companies.

- Policy 1. Detailed design of the shallow utilities shall occur at the subdivision stage of development.



Aug 20, 2015 - 9:30am Z:\400 Drawings\46301100 Polkco Edgefield\Planning\Figures\1323 Figures 2007 version.dwg Layout STORM

**Legend**

- Edgefield Area Structure Plan Boundary
- Town Boundary

- Eagle Lake Catchment Area
- Naturalized Storm Ponds

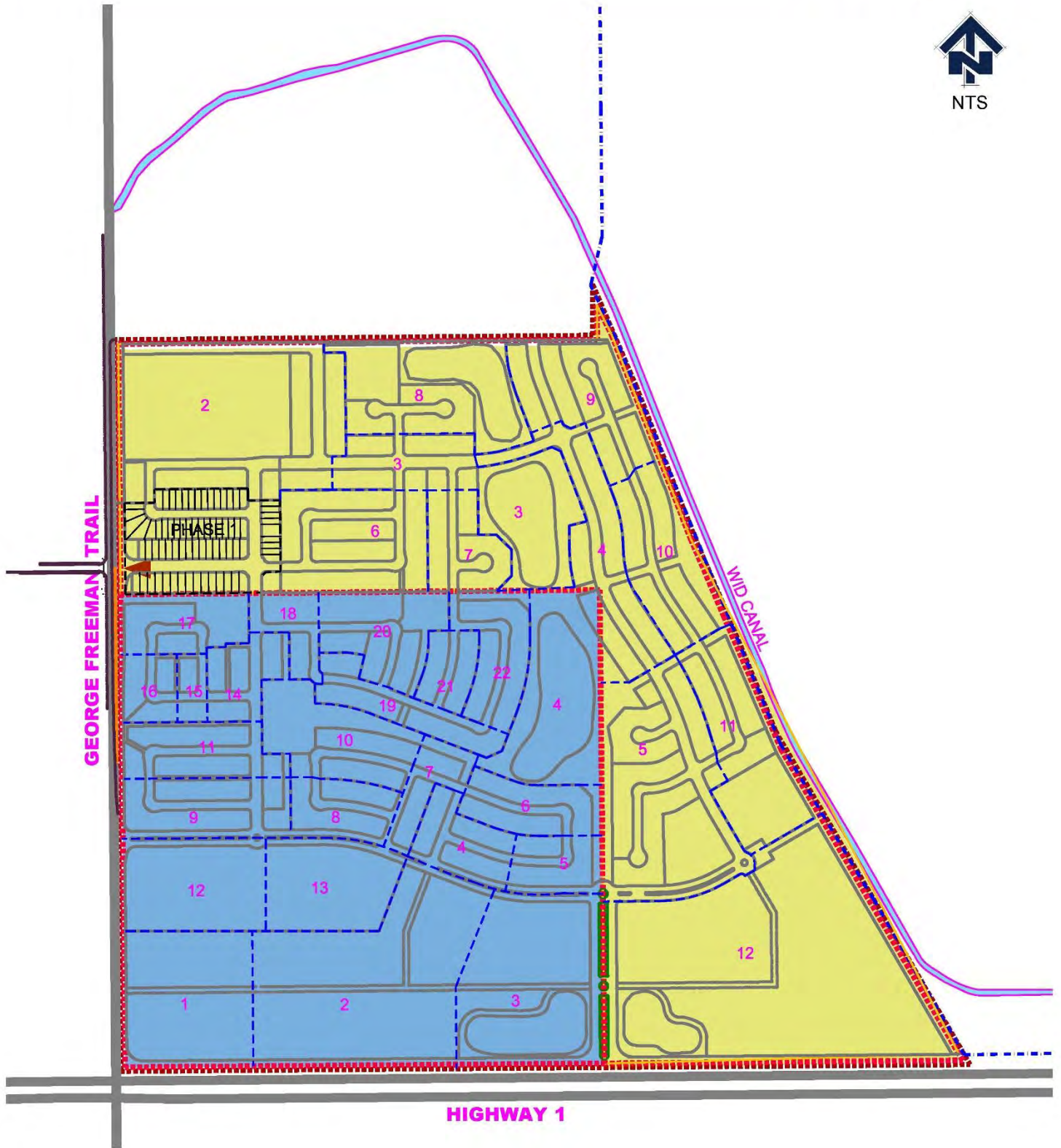
**Figure 11:**  
**STORMWATER MANAGEMENT**  
**CONCEPT**

## ***PHASING AND IMPLEMENTATION***

Development of Edgefield will be based on the efficient extension of servicing east from George Freeman Trail and land ownership considerations. It is anticipated that commercial development will begin in the west commercial cell. Residential development will also begin in the west with the extension of servicing from the Park Land Drive access and Archie Klaiber Trail. **Figure 12 –Phasing** demonstrates the anticipated direction of development.

Implementation of the Edgefield ASP will occur through the land use redesignation and subdivision process. This ASP provides the land use, transportation and servicing policy framework to guide future development approvals to achieve a phased Comprehensively Planned Community.

- Policy 1. Land use redesignation shall be approved by Council prior to commencement of subdivision and development of land.
- Policy 2. Phasing and direction of development shall respect servicing, access and ownership conditions. Any deviations from this will be in consultation with the Town, and approved by the Town.
- Policy 3. When reviewing future development applications within the Plan Area, Town Administration staff shall consider all policies contained within the Edgefield ASP.



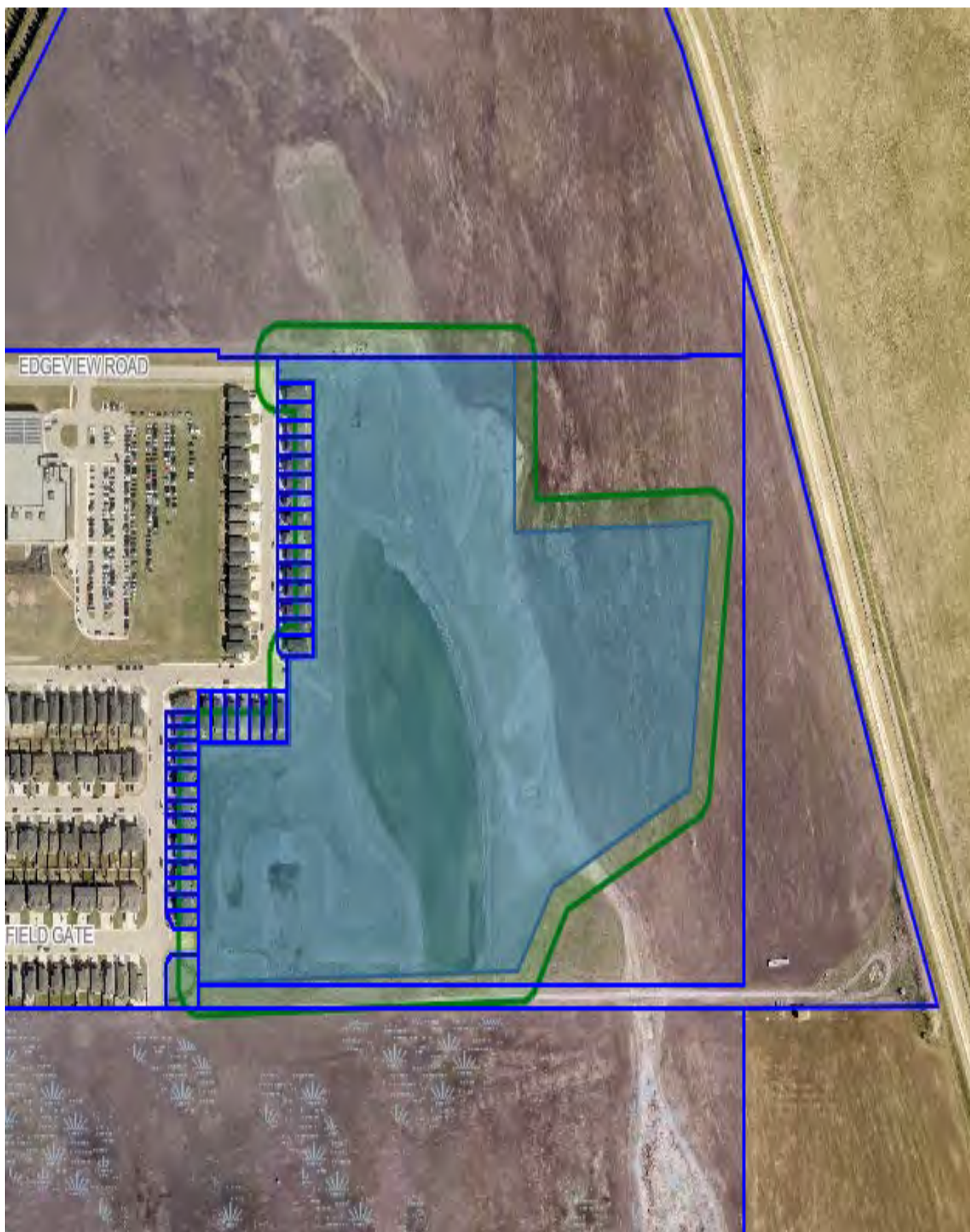
**Legend**

- ..... Edgefield Area Structure Plan Boundary
- Town Boundary

- Pollyco Ownership
- United/Rencor Ownership

**Figure 12:**  
**PHASING**





To Whom It May Concern:

Bylaw No.25-06

**RE: NOTICE OF PUBLIC HEARING – PROPOSED LAND USE BY-LAW AMENDMENT.**  
**Edgefield Phase 3, Strathmore.**

---

Please be advised that the Town of Strathmore has received a Land Use By-law Amendment application on those lands described as Lot 1, Block 3, Plan 071 1894 and Lot 1, Block 2, Plan 031 007 known municipally as Edgefield Phase 3 to facilitate the development of R1N – Single Detached Residential (Narrow Lot) District, R2 – Low Density Residential District, R3M – Medium Density Modest Residential District, P1 (MR) - Public Service District. These properties are currently designated as AG – Agriculture General District in the Land Use Bylaw (LUB).

The statutory Public Hearing will be held online via ZOOM and in-person in Council Chambers, Strathmore Municipal Building, 1 Parklane Drive, Strathmore, Alberta on **Wednesday, April 16, 2025**, commencing at **7:10 p.m.** with procedures being in accordance with Section 199 of the *Municipal Government Act* and the Town's *Council Procedural By-law #23-17* and amendments thereto.

Any person or group of persons, or person acting on someone's behalf, who claims to be affected by any or all of the proposed by-law, may present their concerns and/or suggestions by making a submission at the public hearing. Please contact Legislative Services by email at **lsadmin@strathmore.ca** no later than **12:00 p.m.** on **Wednesday, April 09, 2025**, in order to register to speak at the public hearing.

Any written submissions intended for the Public Hearing, or the name of any person wishing to make an oral presentation at the Public Hearing must be received by the Town's Development Services Office prior to **12:00 p.m.** on **Wednesday, April 09, 2025**, as outlined under Bylaw #23-17 and amendments thereto. If your written submission is not received by this time, kindly ensure that fifteen copies are provided and made available for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes. Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.



A copy of proposed By-law #25-06 may be inspected by the public **Monday to Friday** during the regular office hours of **8:30 a.m. to 4:30 p.m.** at the Town's Municipal Building located at 1 Parklane Drive, Strathmore, Alberta, and can be also examined on the Council Meeting Agenda dated March 12, 2025, on the Town's website at <https://calendar.strathmore.ca/meetings>.

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

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

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

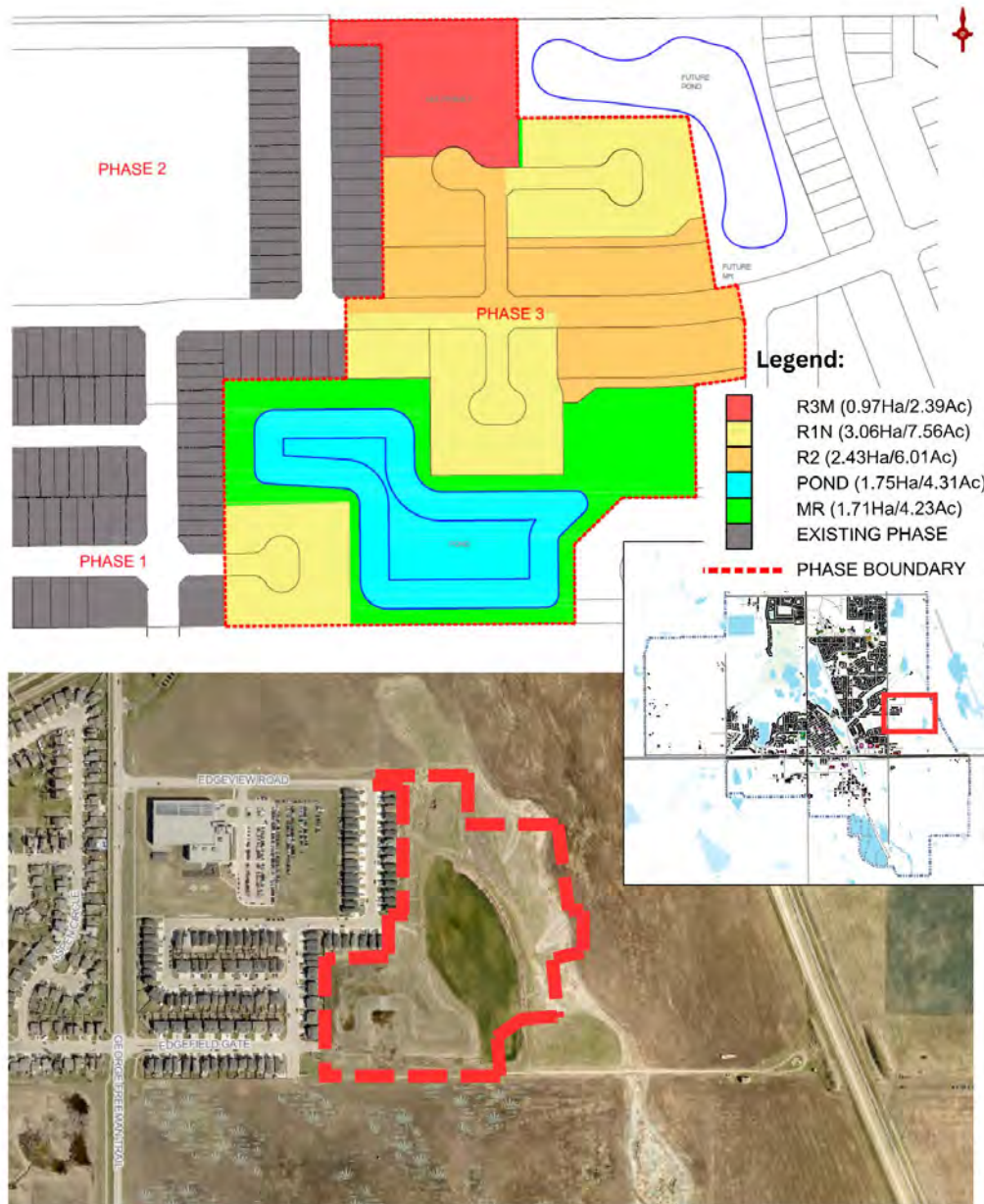
Sincerely,



Kate Bakun  
Planner II







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



# Strathmore

### Upcoming Council Meetings

**March 19, 2025 | 6 p.m.**      Regular Meeting of Council  
**April 2, 2025 | 6 p.m.**      Regular Meeting of Council  
**April 9 2025 | 6 p.m.**      Committee of the Whole

### Come Say Hi

Hearing from the community is really important to us, so you're welcome at any Council or Committee of the Whole meeting. You do not need to call ahead or register to observe Strathmore Council in action. There is ample public seating and additional standing room if needed. You can also watch livestreamed meetings online as they happen, or catch up later on YouTube.

A rapid fire list of things to remember.

**Garbage, drainage, and sweeping.**

The weather is warming up, which means its time for a spring cleaning list. For more information on all the below points, check out our website, **Strathmore.ca**

Trash to Treasure (TTT) is a great time to let your unwanted items become someone elses beloved items. TTT will be from April 10-13 this year. Heavy Item Garbage (HIG) collection follows, lasting from April 14-18. Tagged items are to be placed out for collection by Monday, April 14, and picked up throughout the week. Tags can be picked up at the Municipal Building and the Library.

With spring well on its way, our overland storm drainage systems need your help. When drainage systems get blocked, we get impromptu ponds in our streets. Be sure to check your local catch basins for blockage and remove debris from the swales in your yard. You can report ditches and culverts that aren't draining by contacting us.

The weather is warming up and the streets, pathways, and boulevards are in need of a good sweeping, which is what we're doing (weather permitting). Keep an eye out for posted signs with dates and times in your area, and move your vehicle if needed. Follow our social media page for status updates and find more information on our website.

Speedy wifi? Yes please.

**Fibre Optic Expansion.**

The Town of Strathmore has partnered with Fibre Connect to expand the fibre optic main network in residential and business right-of-ways. Starting in spring 2025, Ledcor Technical Services will subcontract the work to bring high-speed fibre optic access to areas of Strathmore previously without coverage. Connection to the fibre optic will be at the discretion of property and business owners.

For more information about this project or future availability of services such as high-speed internet, contact Fibre Connect directly at **info@fibreconnect.com** or **1-800-503-2731**. You can also visit our website, **Strathmore.ca/FibreOptics**

Tender and major project updates.

**Municipal tenders.**

The Municipal Tenders page has been updated with new opportunities for 2025. In accordance with Procurement Policy 1808, all tenders valued at \$75,000 or more are now available for public viewing. Visit **Strathmore.ca/tenders** to explore current opportunities.

Work on our major project, reservoir upgrades, is scheduled to begin this spring. Expect Maplewood Drive to be busy with construction, road closures, and underground infrastructure upgrades. You can stay informed on major project developments at **Strathmore.ca/reservoirupgrades**.

**Upcoming Council Meetings**

**March 19, 2025 | 6 p.m.**      Regular Meeting of Council  
**April 2, 2025 | 6 p.m.**      Regular Meeting of Council  
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Notice of Appeal on Development Permit D24-114.

**Notice of Hearing.**

**Notice of Appeal on Development Permit D24-114**  
**for the**  
**Property Located at 4 Parklane Way, Strathmore AB**  
**Plan 9211782, Block 1, Lot 2 – Title Number 081 287 798**  
**Development Permit Regarding: Eagle Heights Development**

The Subdivision and Development Appeal Board (SDAB) received a Notice of Appeal on March 3, 2025. The SDAB will hear the appeal on:

**Date(s): Thursday, March 27, 2025**  
**Time: 10:00 a.m.**  
**Location: Town of Strathmore Municipal Building, Council Chambers,**  
**1 Parklane Drive, Strathmore, AB**

Adjacent landowners have the right to be heard by the Subdivision and Development Appeal Board. Affected persons include people who speak in favour or against the decision being appealed.

Persons are asked to provide any written and/or visual presentations to the clerk no later than noon on **March 24, 2025**.

Please be aware that any submissions are collected for the purpose of a public hearing. By making a submission you are consenting that all information that it contains – including addresses, personal or other sensitive information – to be forwarded to the parties (e.g. municipality, appellant, applicant), the board/panel and any other person who requests to see the material.

The Development Permit Application, Notice of Decision and Notice of Appeal are available for review at the Strathmore Municipal Building, at 1 Parklane Drive during regular business hours, being 8:30 a.m. to 4:30 p.m., Monday to Friday.

Should you have any questions, please contact the undersigned at **403-934-3133** or **veronica.anderson@strathmore.ca**.

Land Use Bylaw No. 24-22.

**Notice of Public Hearing.**

**April 16, 2025 at 7 p.m.**  
**Land Use Bylaw Amending Bylaw No. 24-22**  
**712 3rd Street & Surrounding Properties**

Staff received an application for a land use redesignation (Bylaw No. 24-22) for those lands described as 710 Third Street, Plan 992HV, Block 28 , Lot 2A; 712 Third Street, Plan 992HV, Block 28, Lot 2B, Civic Address NA, Area A, Plan 0313207, and 380 Ridge Road, Plan 8510985, Block 1, Lot 3, Strathmore to facilitate the development of apartment housing and redesignation to R3 – High Density Residential District with a Direct Control District Overlay.

These properties are currently designated as CHWY – Highway Commercial District in the Land Use Bylaw (LUB). At present, apartment housing is not a listed use in this district.

**Public Hearing Process**  
A copy of the proposed Bylaws may be inspected by the public during regular office hours, 8:30 am to 4:30 pm, Monday to Friday at the Town Office (1 Parklane Drive, Strathmore, AB), or can be found on the Town website (<https://strathmore.ca/en/town-hall/public-hearings.aspx>). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

The Public Hearing will be held via ZOOM AND in Council Chambers, Strathmore Municipal Building, 1 Parklane Drive, Strathmore Alberta on **Wednesday, April 16, 2025**, commencing at **7 p.m.** with procedures in accordance with the Municipal Government Act, Section 199 and the Town of Strathmore Council Procedural Bylaw #23-17 and amendments thereto. Any person or group of persons, or person acting on someone's behalf, who claims to be affected by any of the proposed bylaw may present suggestions or concerns by making a submission to the public hearing. Please contact Please contact Legislative Services at **lsadmin@strathmore.ca** by noon on **Wednesday, April 16, 2025**, in order to register to present.

Written submissions to the Public Hearing or the name of any person wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to noon on **Wednesday, April 16, 2025**, as outlined in Bylaw #23-17 and amendments thereto. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes.

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24-22. 712 3rd Street (and surrounding properties)



Proposed R3 High Density Residential District, District Overlay

Land Use Bylaw No. 25-06.

**Notice of Public Hearing.**

**April 16, 2025 at 7:10 p.m.**  
**Land Use Bylaw Amending Bylaw No. 25-06**  
**Edgefield Phase 3, Strathmore**

Staff received an application for a land use redesignation (Bylaw No. 25-06) of Edgefield Phase 3 (Lot 1, Block 3, Plan 071 1894 and Lot 1, Block 2, Plan 031 007) to facilitate the development of R1N – Single Detached Residential (Narrow Lot) District, R2 – Low Density Residential District, R3M – Medium Density Modest Residential District, P1 (MR) – Public Service District. These properties are currently designated as AG – Agriculture General District in the Land Use Bylaw (LUB).

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2025 is an election year. While October is just over seven months away, now is a great time to start learning more.

Municipal elections are where the decisions that impact your daily life are made—choices about the roads you drive on, the parks where your kids play, and the services that keep our community strong.

Ever wonder how those decisions come to life? They’re made by people just like you—your neighbors, your friends, and maybe even you. Our town council is built on the voices of residents who care deeply about where we live, work, and grow.

Over the years, council chambers have welcomed grandfathers and their granddaughters, fathers and their sons, husbands and wives—all brought together by a shared commitment: helping Strathmore thrive.

There are four key ways you can be part of this election, and we’ll be sharing more information as we get closer to election day:

- **Register to Vote** – Make sure you’re ready to have your say when election day comes.
- **Nominate for Council** – If you’re passionate about making a difference, consider running for office. You don’t need to be a politician—just someone who wants to see our town flourish.
- **Work the election** – Elections don’t run themselves. Join the team that helps make democracy happen by signing up for an election worker role.
- **Vote** – Every vote matters. Help choose the leaders who will represent your voice at the council table.

Here are a few dates you should keep on the calendar:

- **Nomination Day Deadline:** September 22, 2025 at noon
- **Election Day:** October 20, 2025

Stay informed and be part of the process. You can learn more by visiting [Strathmore.ca/Election](https://strathmore.ca/Election).

Land Use Bylaw No. 25-06.  
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24-22. 712 3rd Street  
(and surrounding properties)

Proposed R3 High Density  
Residential District,  
District Overlay



FOIP Sec. 17(1)

**From:** FOIP Sec. 17(1)  
**Sent:** March 4, 2025 10:17 AM  
**To:** Kate Bakun  
**Subject:** Re: Concern Regarding Proposed Phase 3 Development in Edgefield

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

Yes, I would. Thank you.

Sent from my iPhone

On Mar 4, 2025, at 10:11 AM, Kate Bakun FOIP Sec. 17(1) wrote:

Dear Jessica,  
I hope you are doing well.  
I would like to ask if you would like your letters to be included in the official public hearing package.  
I would greatly appreciate your response.  
Thank you in advance for your time and consideration.  
Kind regards,

<image001.png>

**Kate Bakun**  
Planner II

FOIP Sec. 17(1)

---

**From:** Kate Bakun  
**Sent:** February 28, 2025 11:06 AM  
**To:** FOIP Sec. 17(1)  
**Cc:** FOIP Sec. 17(1)  
**Subject:** RE: Concern Regarding Proposed Phase 3 Development in Edgefield

Dear Jessica,  
Thank you for reaching out and sharing your concerns about the proposed Phase 3 development in Edgefield. I truly appreciate the time you took to express how much the pond means to you and your neighbors. It's clear that this feature holds a special place in your community, and I understand how changes to the landscape can be deeply personal and impactful.

Please find below a response from our Manager of Infrastructure, Ethan Wilson, addressing your concerns.

The Edgefield Development previously received concerns similar to yours and with this application has made the decision to move the pond to be adjacent to some of the existing homes, rather than the originally proposed location further east. The current wet area in Edgefield is a natural low and was always intended to be temporary, the permanent pond proposed does not need to be as large and as such will abut only a portion of the homes currently in place.

Although this may not be the perfect scenario for yourself, the developer has made concessions to adjust the development plan to keep some of the natural areas the residents of Edgefield have come to enjoy. The original plan was for all the current houses to abut future houses.

This item has not yet been approved, it will go to council on March 12<sup>th</sup> for first reading, and subsequently a public hearing will be scheduled (likely early April). This Public hearing will be advertised and would be the most appropriate time for you to voice your concerns.

If you have any additional thoughts or would like to discuss this matter further, please feel free to reach out. Your input is valuable, and I will keep you informed about any updates related to this development. Thank you again for sharing your perspective.  
Kind regards,

<image001.png>

**Kate Bakun**  
Planner II

FOIP Sec. 17(1)

---

**From:** FOIP Sec. 17(1)  
**Sent:** February 26, 2025 8:05 PM  
**To:** Kate Bakun <FOIP Sec. 17(1)>  
**Subject:** Concern Regarding Proposed Phase 3 Development in Edgefield

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

Dear Kate,

I'm reaching out to express my deep concern about the proposed Phase 3 development in Edgefield. As a homeowner, I am particularly troubled by the plan to move the pond that sits directly behind my house.

The pond has become an important part of my life here. It's not only a source of beauty and scenery for me, but for my neighbors as well. In fact, it was the primary reason I chose to buy my home, as I was drawn in by the natural scenery and wildlife. I know many others in the neighborhood share this sentiment, and I believe the proposed change would seriously affect the charm and character that initially made this area so appealing to me. (If I wanted a neighbor right in my backyard, I would've moved to the city - hopefully, you get my joke!)

With that, I strongly urge you to reconsider the plan to relocate the pond and explore options to preserve its current location. One suggestion is to centralize the pond, making it a central feature of the neighborhood, much like what you see at Lakewood. It could be surrounded by walking paths, creating a communal space for everyone to enjoy, while still being easily accessible for all residents - as the final phase has it in the far back.

I truly believe that keeping the pond in its current location and thoughtfully incorporating it into the development for dual purposes (runoff and beauty) would be a significant benefit for the existing community.

Personally, I would be devastated to lose it. I skate on it with my family in the winter, slide down the hill onto it, and watch the birds, sunlight, and moonlight reflect off it. It's a special part of our daily lives, and it's hard to put into words how much it means.

I really, truly hope you will consider these concerns and look into alternative options that would allow us to keep this current beloved pond. I look forward to hearing your thoughts on this matter.

Thank you for your time and attention.

Sincerely,  
Jessica Doiron

FOIP Sec. 17(1)

**Mayor and Council**

Town of Strathmore

1 Parklane Drive,

Strathmore, AB, T1P 1K2

**Subject:** Concerns about Edgefield Phase 3 Development - Bylaw 25-06 and Subdivision Application 25S-001

**Dear Mayor and Council,**

I am writing in response to the proposed bylaw amendment (Bylaw 25-06) and Phase Three subdivision application (25S-001) within the Edgefield Area Structure Plan (ASP). While I do not oppose the development itself, I am deeply concerned about the developer's intent to fill in a significant existing wetland, a feature over 200 meters long and approximately 100 meters wide, to replace it with an unnatural looking stormwater pond.

While the Subdivision Application Notice refers to this feature as an "artificial storm pond," my argument is that, regardless of its origins, it has since naturalized into a thriving wetland. It now complements the existing wetland ecosystem within the area, supporting vegetation, wildlife, and natural hydrology. For this reason, I will refer to it as a wetland.

**Upholding the Strathmore Municipal Development Plan (MDP)**

My first appeal is to both Council and the developer to uphold Strathmore's established commitment to wetland preservation as outlined in the Municipal Development Plan (MDP), Section 2.5.3, which states:

*"Wherever possible, it is the policy of the Town of Strathmore to retain wetlands and incorporate them into the subdivision design either in the open space plan or within the stormwater management plan."*

The Edgefield ASP and the proposed bylaw/subdivision plan conflict with this policy. Also, the ASP defers wetland mitigation and compensation discussions to the subdivision stage—**and that stage is now**, and the area of Edgefield is wetland. This is the critical moment to preserve this beautiful feature, integrate it into the design, and prevent its unnecessary destruction.

**Sustainability and Engineering Considerations**

While this wetland may already act as a stormwater catchment, its ecological benefits extend far beyond water retention. Filling it in and building over appears costly and it disrupts natural hydrology, increases drainage risk, and introduces unnecessary engineering complications. Instead, bolstering its natural beauty and integrating it into the



subdivision plan aligns with cost-effective, sustainable, and environmentally responsible development.

A revised subdivision design that embraces this wetland would provide:

- Existing and natural flood mitigation while preserving ecological integrity.
- A scenic and recreational green space that appears natural and enhances quality of life for residents.
- More desirable and valuable “water-view” properties than the current subdivision layout.
- The ability to maintain the intended density of Phase Three, including options for higher-density and affordable housing while still protecting this valuable wetland.

### **Environmental and Biological Value**

At the time of the 2011 Biophysical Impact Assessment, the Edgefield wetland was not designated as "Environmentally Significant." However, 15 years have passed since that assessment, and since the development of Edgefield Phases 1 and 2, this “artificial storm pond” as noted in the Subdivision Application Notice, has naturally matured into a biologically rich and beautiful habitat. According to the Edgefield ASP, I would argue that if this wetland did not exist prior to the 2011 Biophysical Impact Assessment, then it has since naturalized, forming a legitimate wetland. Its natural appearance, sustained hydrology, presence of wetland vegetation, shallow wildlife habitat, and year-round water retention all support its classification as a functioning wetland that should be recognized and preserved.

It supports:

- Established bulrushes and natural filtration plants.
- Nesting sites for many migratory and local birds, including diving ducks, geese and birds.
- Frogs and other wildlife that rely on shallow wetlands for survival.

Given these observations, I respectfully request confirmation on whether any recent Wildlife and Vegetation Surveys, Water Act Approvals, or environmental impact assessments have been conducted to justify its removal. If no such assessments have been performed, I ask that Council pause approval of the Land Use bylaw amendment or subdivision until an updated environmental review is completed and/or plans to retain the wetland has been presented.

## **A Vision for Preservation**

This feature has already become a de facto natural park for the Edgefield neighborhood. The unfinished Edgefield St. could be used as a park entrance. Rather than erasing it, we have an opportunity to enhance and formalize it as a preserved green space. A pathway and park surrounding the wetland could:

- Improve existing recreational opportunities for residents.
- Provide an attractive community feature rather than a generic storm pond.
- Align with Strathmore's existing wetland conservation efforts, creating consistency in urban planning.

I have included photographic evidence of this wetland. The hope is to see the ecological importance and comparative size analyses of other preserved wetlands within Strathmore to illustrate that similar natural spaces have been successfully protected.

## **Impact on Homeowners & Property Values**

When I purchased my home, there was no indication of future subdivision plans that would result in the removal of this wetland. The builder, real estate sales copy, and marketing materials did not disclose any such plans. Like my neighbors, I purchased my home under the understanding that this wetland would be preserved and protected.

Beyond its environmental significance, this wetland contributes to the aesthetic and financial value of the surrounding properties. The destruction of this feature would negatively impact existing property values, homeowner expectations, and overall community satisfaction. While this issue does not outweigh the importance of preserving its natural function, it does represent a personal and financial concern for many residents in the area.

Retaining its location will also positively affect the value and view of the medium density housing proposed on the north of the subdivision and would be a great sales aspect of that planned development.

## **Grading and Embankment Concerns**

In addition to my concerns regarding wetland removal, I would like to bring attention to the embankment at the rear of properties along the northeast edge of Phase 2. With the introduction of new homes in Phase 3, proper grading and structural considerations must be taken into account.

I respectfully request that a grading assessment be conducted to ensure that the incoming properties have appropriate setbacks, drainage, and, if necessary, a retaining wall. If Council is considering approval of this or any other land use bylaw amendment and subsequent subdivision plan, I strongly urge that this steep embankment be incorporated into the final subdivision plan to prevent future structural or drainage issues.

### **Final Appeal to Council**

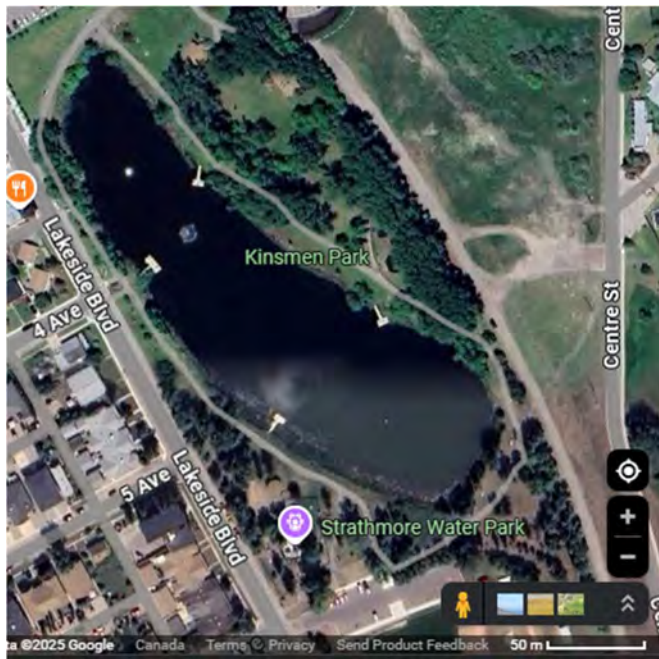
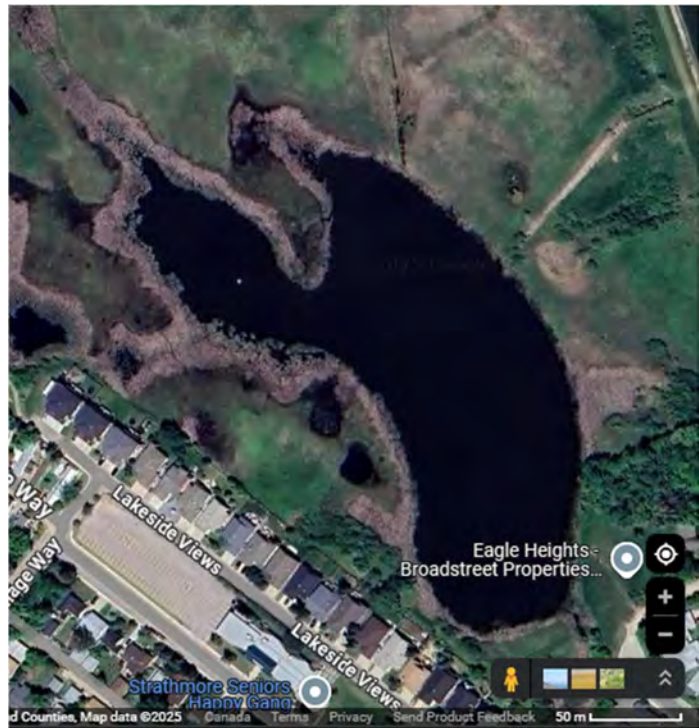
This is a pivotal moment for Strathmore's development. I urge Council to consider:

1. Requiring an updated wetland assessment before allowing its removal; and or,
2. Encouraging the developer to adjust the subdivision plan to preserve and integrate the wetland (which may require a slight boundary change to the Phase 3 subdivision to accommodate roadways around the south of the wetland); and,
3. Heavily consider the principles of the MDP to ensure responsible, forward-thinking growth to preserve and incorporate natural or naturalized features.
4. Mandating a grading assessment for the embankment area to ensure proper setbacks, land stability, and drainage solutions.

By taking action now, Strathmore can continue to grow without sacrificing its existing heritage or the trust of its residents. Thank you for your time and consideration.

Sincerely,  
Cory Adamson

Size comparison between Edgefield's Wetland feature and other Strathmore Wetland Features: (taken from Google Maps)



Images of the Wetland taken by myself:

















Dear Council,

I am a 6th grader that lives by a large pond in Edgefield Community. I just heard the news of a home developer wanting to remove the pond to develop houses and buildings. To be truthful I think it is not reasonable to build over the pond or move it.

I do not understand why they would not build around the pond somewhere else and have to worry where all the water goes.

I do not want the beauty and fun that this pond gives me to disappear. Most important to me is that it can destroy the homes and ecosystem of animals, such as birds, coyotes, weasels, rabbits and deer that I have been able to enjoy watching.

Please help the pond to stay and become a nice natural park for everyone, not only for us, but for the

animals that have established their homes  
and lives in it.

Sincerely,

A concerned 6th grader

Milton and Diane Christensen

FOIP Sec. 17(1)

Town of Strathmore

1 Parklane Drive

Strathmore, AB T1P 1K2

Attn: Development Services

Re: Bylaw No. 25-06 PROPOSED LAND USE BY-LAW AMENDMENT

Edgefield Phase 3, Strathmore

Please be advised that myself and my wife have reviewed the proposed Land Use By-law Amendment and are VERY, VERY MUCH in favour of the proposed changes providing that the proposed relocation of the pond is to be a permanent location and will not be repositioned in the future.

I'm only speaking for myself and my wife since our home will now back onto the pond, but I'm pretty sure that any of the residents in our area with homes on Edgefield Street that will now have a pond behind their property will be fully in favour as well.

Regarding the modified lot layouts to accommodate the development of R1N, R2 and R3M we support this as well since we believe it will lead to more affordable homes in our area.

Please kindly consider these comments when making your decision to accept or reject this proposal.

Sincerely,

FOIP Sec. 17(1)

Milton Christensen

FOIP Sec. 17(1)





# Bylaw 25-06

Edgefield Phase 3 | AG – Agriculture General District -> R1N – Residential Narrow Lot, Single Detached District, R2 – Low Density Residential District, R3M – Medium Density Modest Residential District, P1 – Public Service District

Public Hearing



## Bylaw 25-06

- Staff received a **LUB redesignation** of **Edgefield Phase 3**
  - Portion of **Lot 1, Block 3, Plan 071 1894**
  - Portion of **Lot 1, Block 2, Plan 031 0070**
- Redesignation from **AG** – Agriculture General District to
  - **R1N** – Residential Narrow Lot, Single Detached District,
  - **R2** – Low Density Residential District,
  - **R3M** – Medium Density Modest Residential District,
  - **P1** – Public Service District.



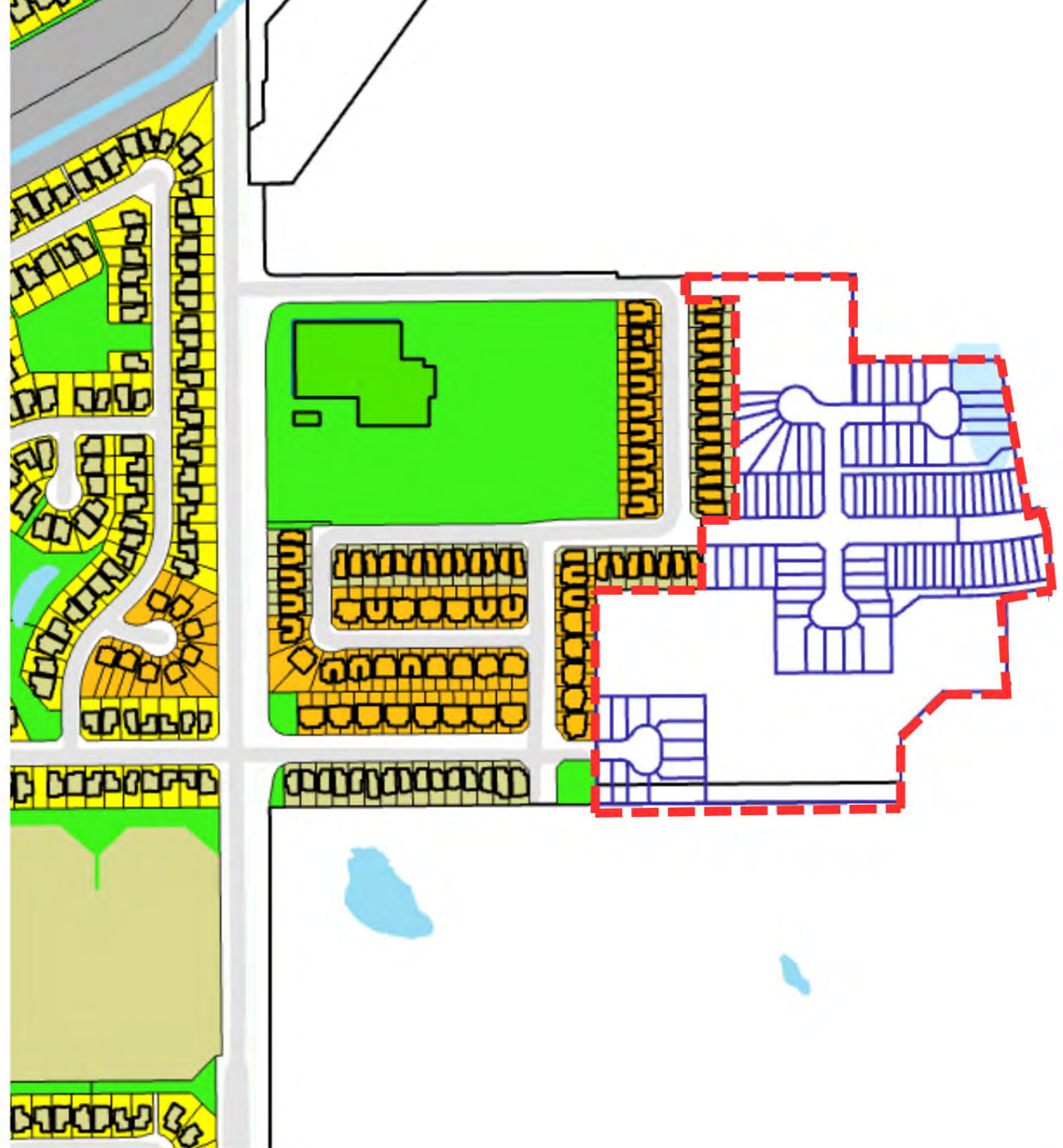
# 2

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# 3

- Currently the area has a land uses
- **AG** – Agriculture General District
- **Surrounded by**
  - **R1N** – Single Detached Residential (Narrow Lot) District,
  - **R2** – Low Density Residential District,
  - **P1** – Public Service District,
  - **AG** – Agriculture General District.

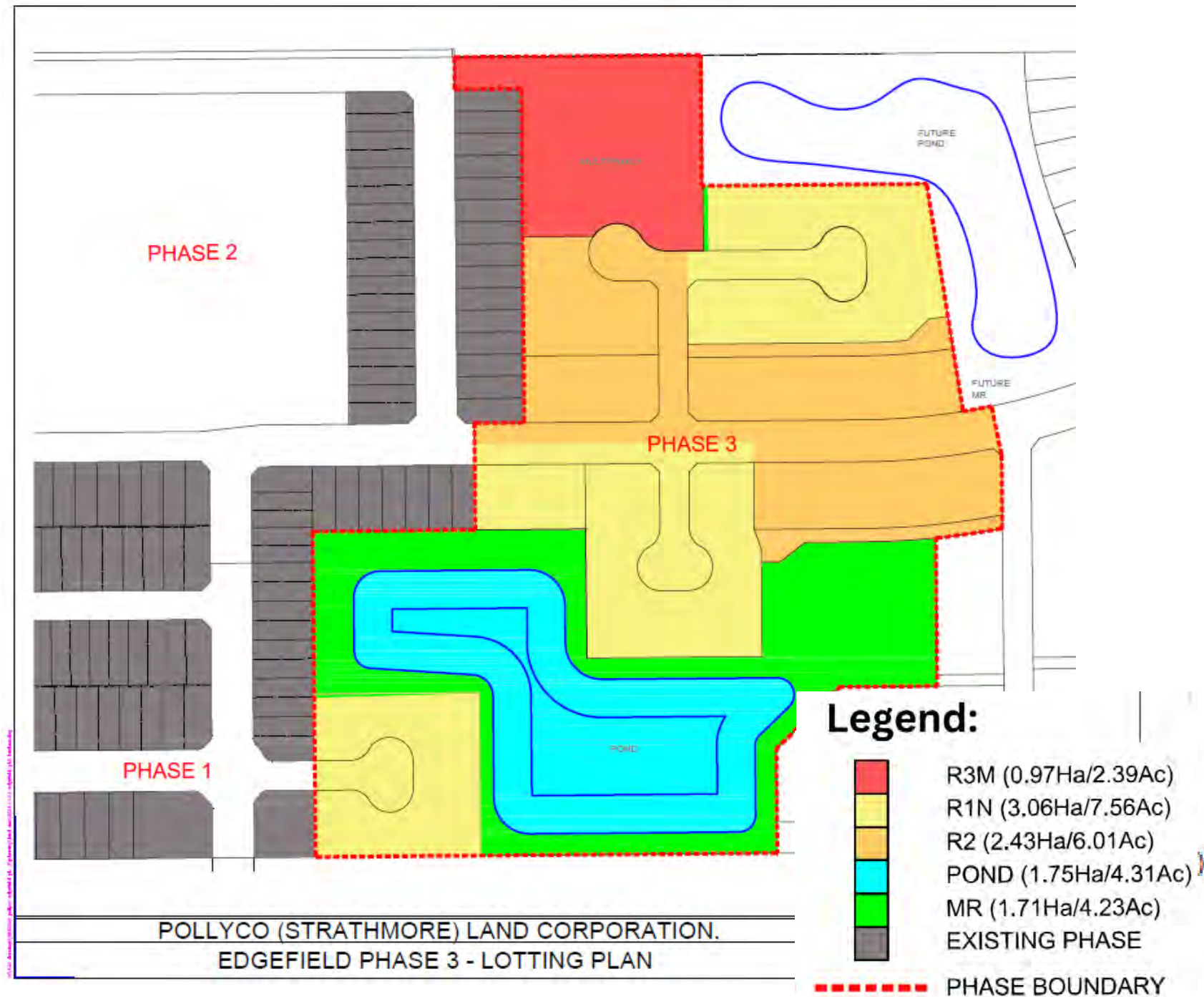




**The Edgefield Area Structure Plan  
(ASP), approved on  
February 1, 2012**



- The proposed redesignation is intended to support the development of
  - R1N** – Residential Narrow Lot, Single Detached District (*49 lots*)
  - R2** – Low Density Residential District (*50 lots*)
  - R3M** – Medium Density Modest Residential District (*1 lot*)
  - P1 (MR)** – Public Service District (*2 lots*)



## Bylaw 25-06

Recommendation:

THAT Council proceed with a Public Hearing for Bylaw No. 25-06 on April 16, 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 April 16, 2025 regarding Bylaw No. 25-06 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

**Thank you!**



# Request for Decision

**To:** Council

**Staff Contact:** Chuck Procter, Manager of Development Services

**Date Prepared:** March 21, 2025

**Meeting Date:** April 16, 2025

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

## STRATEGIC PRIORITIES:



Affordable Housing



Climate Resiliency



Community Development



Community Wellness



Economic Development



Financial Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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

The Developer has applied for a land use bylaw amendment to add a direct control land use district with increases to allowable density and maximum height. If the land use bylaw amendment is adopted as proposed, Staff would be obligated to approve a development permit, if the development permit application meets the land use bylaw and is for a permitted use.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

N/A

**POLICY:**

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

Several policies from Municipal Development Plan No. 14-03 apply the proposed amendment:

**Section 3.2 Residential**

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

3.2.2 Multi-unit housing areas should be located adjacent to collector roads and should be central, rather than peripheral, to the neighbourhood and should be within easy access to open space and community recreational facilities.

3.2.5 The Town encourages multi-unit high density development to locate in proximity to shopping facilities, institutional uses, parks and open spaces and have good access to major roadways and future public transit service.

3.2.6 Residential infill development is encouraged:

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

c) When the site layout and scale of infill developments is designed to complement the character of the surrounding existing community.

## **IMPLEMENTATION:**

Staff advertised the Public Hearing in accordance with Section 606 of the Municipal Government Act. The Public Hearing was also advertised on the Town's social media pages.

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

## **BACKGROUND:**

Re: Land Use Bylaw Amending Bylaw No. 24-22 (710 3rd Street, 712 3rd Street, 380 Ridge Road, and Area A Plan 0313207) R3 High Density Residential District, District Overlay

An application has been received for a Land Use Bylaw (LUB) redesignation, the amendment is being requested to accommodate the construction of a mixed use residential and commercial apartment complex. The proposed change, if approved, would allow for a combination of high-density housing (R3) and commercial uses. The commercial land use is to facilitate future short-term housing (30 days or less), if there is a demand and required.

The addresses and legal land description for the proposed land use amendment consists of 4 parcels:

- 710 Third Street, Strathmore AB. Lot 2A, Block 28, Plan 992HV
- 712 Third Street, Strathmore AB. Lot 2B, Block 28, Plan 992HV
- Municipal Address NA. Area/Block A, Plan 0313207
- 380 Ridge Road, Strathmore AB. Lot 3, Block 1, Plan 8510985

First reading was given on March 12, 2025.

Notice of Public Hearing was given in the following ways:

- March 13, 2025 - Mailed notice to adjacent landowners
- March 14, 2025 - Posted notice on the Town of Strathmore website, under the Public Hearings section
- March 19, 2025 - Advertisement in the Strathmore Times
- March 26, 2025 - Advertisement in the Strathmore Times
- April 02, 2025 - Advertisement in the Strathmore Times
- April 09, 2025 - Advertisement in the Strathmore Times
- April 09, 2025 - Posted on the Town of Strathmore Facebook page

The applicant has provided a land use analysis, a list of signatures, a concept from C1ZN Architecture, and a transportation letter from Bunt Engineering. All are attached to this report.

The developer has confirmed availability for April 16, 2025 and intends on making a presentation to Council at the Public Hearing.

Staff have reviewed the proposed amendment, and have outlined below the some of the benefits and concerns of the proposed amendment.

#### Benefits:

- The project potentially represents a significant investment in attached housing.
- Strathmore's vacancy rate is low and there is a need for more housing choices. Strathmore had a vacancy rate of 1.70% in 2023 (Government of Alberta dashboard): <https://regionaldashboard.alberta.ca/region/strathmore/residential-vacancy/#/?from=2019&to=2023> and more information regarding vacancy rates [is available here from a CMHC report last year in 2024](#).
- There is a need for more diverse housing types other than the dominant type of housing, which is Single Detached Residential. Statistics on the percentage of single detached homes in Strathmore can be found here: <https://regionaldashboard.alberta.ca/region/strathmore/percent-single-family-houses/#/>
- Attached forms of housing may be more affordable than Single Detached Residential homes for some residents, although there is no guarantee that the proposed dwellings will be or will remain affordable
- Increasing density in and around Strathmore's Downtown is encouraged.
- The location may be suitable for higher density housing, as it is close to nearby services.

#### Concerns:

- The applicant has provided no guarantee that the dwellings will be or will remain affordable, and no confirmation of a partnership with Canada Mortgage and Housing Corporation or other type of entity has been provided. Development Services has no control over a land sale to another party and we have no control over what owners charge for rent. Once land use is given, an applicant can apply for a development permit. As soon as a development permit and building permit are approved, construction can start.
- At any time, the property may be sold and land use will remain.
- The project does not currently meet or comply with any existing land use districts. A custom land use district is being proposed, along with reductions to existing requirements around parking and site landscaping.
- At a density of over 200 units per hectare (uph), this proposal is equivalent to the *Multi-Residential, High Density, Low to Mid Rise* District in [Calgary's Land Use Bylaw 1P2007](#). The current maximum number of units permitted in Strathmore's Land Use Bylaw is 110 units per hectare in the Medium Density Modes Residential (R3M) District. In Strathmore, this density represents high/medium density apartments such as 303 Waddy Lane. The maximum density in the High Density (R3) District is 100 units per hectare, which would allow for 32 units on the site. The amendment proposes two times that and staff believe the proposed density is too high for Strathmore and

unprecedented. The direct control district that has been proposed would allow for twice the maximum density currently allowed in the R3M district.

- The proposal is for a 6 storey apartment and the height is proposed to be 22.0m, which is significantly higher than the 14.0m allowed in the R3 High Density Residential District.
- Some commercial mixed-use is proposed, but it is in the form of short-term residential rentals, not commercial retail or professional services.
- Staff suggested that the developer host an open house or use other forms of public engagement, but the applicant chose not to. The applicant did submit a list of names of residents that were informed of the project.
- Planning staff had suggested that the applicant engage a planning firm to help with the proposal however it appears that there has not been any professional planning firm involvement to date.

There are positives to this proposal and there are some drawbacks and risks. The developer will be in attendance at the April 16, 2025 public hearing and intends to make a presentation.

Careful consideration of the benefits and concerns is warranted and the decision is up to Council whether to adopt the proposed amendment. The Land Use Bylaw is a planning tool and Council and the public are able to provide input at the land use amendment stage. If the amendment is adopted, Staff will be obligated to approve development permits for permitted uses which fully comply with the LUB as amended. The district in this case is proposed as a direct control district with a maximum density of over 220 uph (70 units on a parcel with a size of 0.31 hectares) and a height of 22m. Using the existing R3 district regulations, 32 units would be the maximum allowable and 14m would be the maximum height.

If Council approves the proposed amendment, the potential development on the site would increase the number of units on the site from two to seventy. While additional housing options will be provided, this is a significant increase in development intensity which may have off site impacts as noted previously in this report.

If the LUB amendment is approved, the next step will be a development permit application. If the LUB amendment is not adopted by Council, the applicant is free to submit further proposed amendments to the LUB at a later date.

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

#### **DESIRED OUTCOMES:**

#### **COMMUNICATIONS:**

N/A

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

1. Council May choose to give Second and/or Third Reading.  
 "THAT Council give Second Reading to Bylaw No. 24-22, being a Bylaw to amend the Land Use Bylaw No. 14-11."  
 "THAT Council give Third Reading to Bylaw No. 24-22, being a Bylaw to amend the Land Use Bylaw No. 14-11."
2. Council may take no further action.

#### **ATTACHMENTS:**

[Attachment I: Land Use Bylaw Amending Bylaw No. 24-22 710 712 3rd Street](#)

[Attachment II: C1ZN Architecture](#)

[Attachment III: Bunt Engineering Traffic Letter](#)

[Attachment IV: Third Street Project - Community Support\\_Redacted](#)

Chuck Procter, Manager of Development Services

Approved  
- 10 Apr  
2025

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

Approved  
- 10 Apr  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 10 Apr  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 11 Apr  
2025

2BYLAW NO. 24-22  
TOWN OF STRATHMORE  
IN THE PROVINCE OF ALBERTA

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

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

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

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

1. SHORT TITLE

1.1 This Bylaw may be cited as the "Land Use Bylaw Amending Bylaw No. 24-22"

2. AMENDMENTS

2.1 That Bylaw No. 14-11 Schedule A – Land Use District Map is amended be changing the land use designation of Lot 2A, Block 28, Plan 992HV, Lot 2B, Block 28, Plan 992HV, Block A, Plan 0313207, and Lot 3, Block 1, Plan 8510985, containing +/- 0.3198 hectares (+/- 0.7902 acres) from CHWY – Commercial Highway District to R3 High Density Residential District, Direct Control District Overlay Low-Mid Rise as shown below in Schedule "A".

2.2 That Bylaw No. 14-11 Schedules Section is amended as follows:

- a) By adding a new Schedule E25 – Direct Control District Overlay – 710 & 712 Third Street, Area/Block A, Plan 0313207, and 380 Ridge Road
- b) By adding the following regulations under Schedule E25 – 710 & 712 Third Street, Area/Block A, Plan 0313207, and 380 Ridge Road

"1. APPLICATION

- 1.1 The provisions of this Direct Control District Overlay apply to those lands described legally as: Lot 2A, Block 28, Plan 992HV, Lot 2B, Block 28,



Area/Block A, Plan 0313207, and Lot 3, Block 1, Plan 8510985 known municipally as 710 & 712 Third Street, Municipal Address NA, and 380 Ridge Road, as shown below:



Figure 1: Direct Control District Overlay – 710 & 712 Third Street, Area/Block A, Plan 0313207, and 380 Ridge Road

- 1.2 The provisions of Section 4.6 – “R3”, High Density Residential District apply to the subject lands unless the provisions of this Direct Control District Overlay conflict with Section 4.6, in which case the provisions of this Direct Control District Overlay must govern.
- 1.3 In addition to the Discretionary Uses prescribed in Section 4.6, 2., b) the follow are Discretionary Uses in this District Overlay:
  - 1.3.1. “Hotels”

## 2.0 REGULATIONS

- 2.1 The maximum number of dwelling units is 220 dwelling units per hectare

2.2 The maximum site area is at the discretion of the approving authority.

2.3 The maximum building height is 22.0m or (6) Storeys.

2.4 The development otherwise demonstrate compliance with all other applicable provisions of Section 4.6 R3 High Density Residential District to the satisfaction of the Development Authority."

### 3. EFFECTIVE DATE

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

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

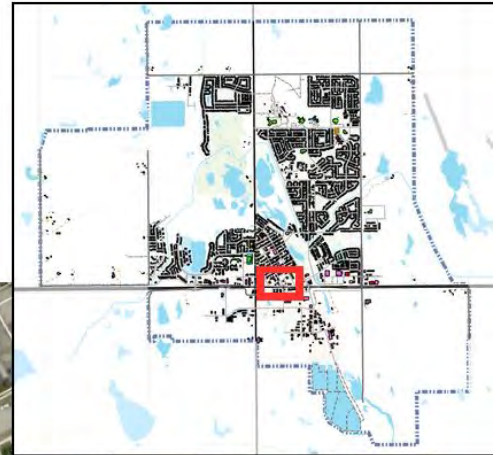
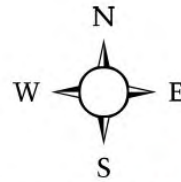
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CHIEF ADMINISTRATIVE OFFICER

## Schedule "A"

### Land Use District



R3 High Density Residential District, Direct Control  
District Overlay Low-Mid Rise





Strathmore  
Multifamily  
Introduction

August 25, 2024

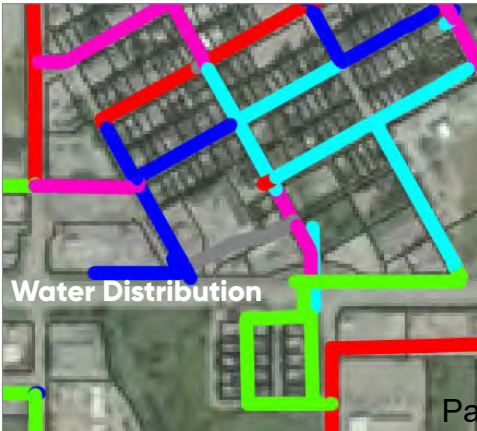
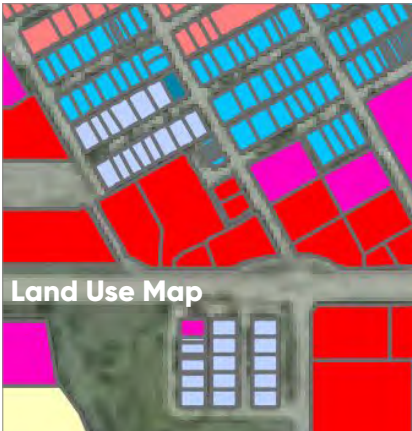
Note: Proposal must be updated with a legal survey.

Municipal Address	712 3rd Street, Strathmore, AB (and surrounding properties)
Legal Address	6th Avenue Plan 5894 P Area 'A' 6th Avenue 771 0059 Lane 992 HV (West and South Sections?) Lot 2A, Block 2, Plan 992 HV Lot 2B, Block 2, Plan 992 HV
Consolidated Parcel Dims	Approx. 41.17 m x 77.69 m
Consolidated Parcel Area	3,197.72 sm / 34,419.97 sf / 0.319772 <b>To be Confirmed via Survey</b>
Land Use Designation	CHWY - Highway Commercial District

Proposed Land Use	<b>R3 - HIGH DENSITY RESIDENTIAL DISTRICT</b>
Front Setback (Minimum)	Minimum 6m and, at the discretion of the Approving Authority, 4.0m if served by a rear lane.
Side Setback (Minimum)	1.5m to 3.0m depending upon adjacencies.
Rear Setback (Minimum)	7m
Maximum Dwelling Units	100 per hectare (32 units) - <b>Relaxation requested to allow 70 units</b>
Maximum Building Height	14.0m / four (4) storeys for Apartment <b>Relaxation requested to allow 22.0m / (6) storeys</b>
Site Coverage	Maximum allowed: 70% / <b>Actual: 35.1%</b>
Vehicular Parking	Downtown: 1 space per unit (70 spaces) / <b>Provided: 75</b>
Landscaping	Minimum 30% site area
Bicycle Parking (Indoor)	Indoor: 6 per 20 units (21) / <b>Provided: 22</b>
Bicycle Parking (Outdoor)	Outdoor: 4 per 30 units (10) / <b>Provided: 10</b>



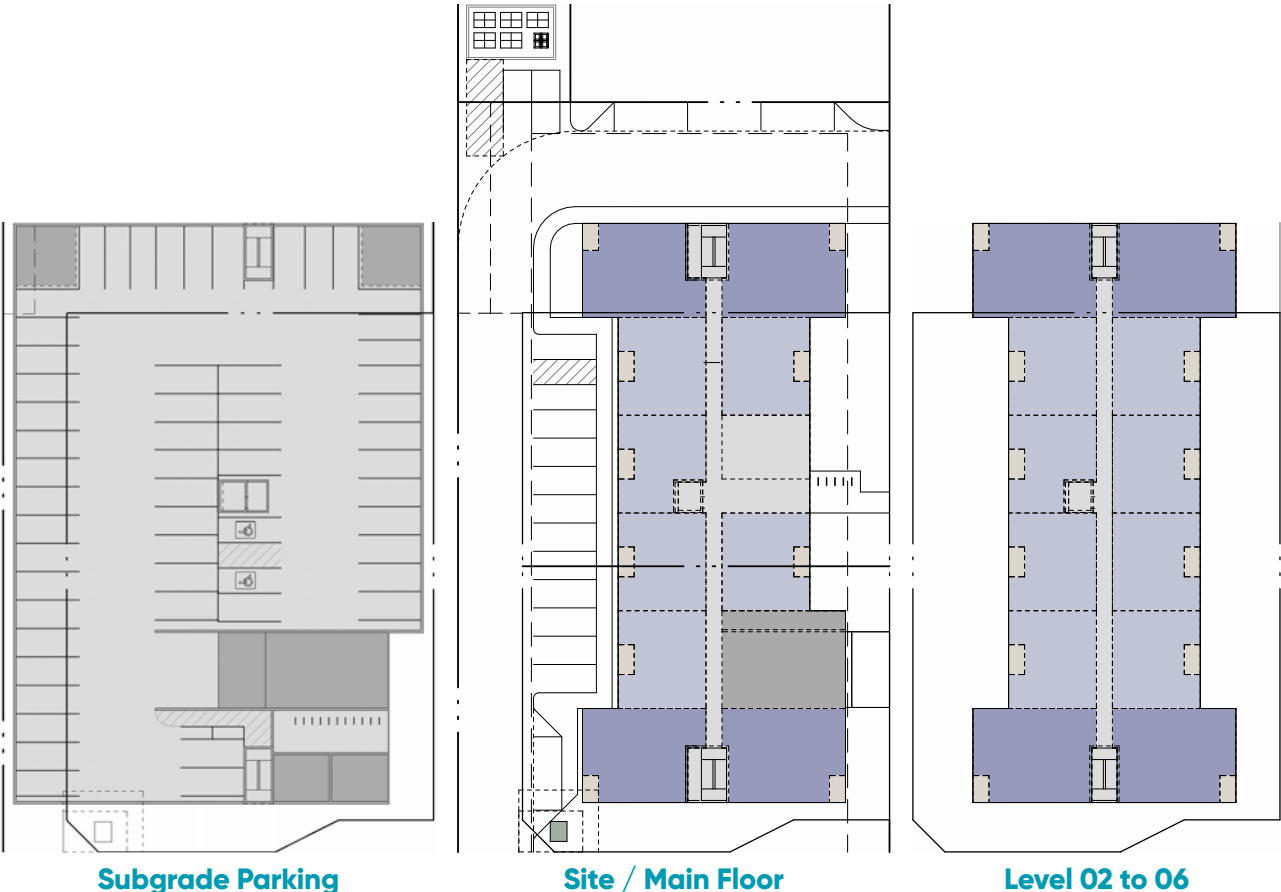
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C1	C1
CB	CB
CHWY	CHWY
CR1	CR1
M1	M1
M2	M2
MHP	MHP
MHS	MHS
P1	P1
R1	R1
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R1S	R1S
R2	R2
R2X	R2X
R3	R3
R3M	R3M
UR	UR



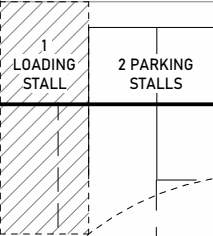
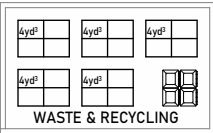
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Unknown	Unknown
50mm	50mm
100mm	100mm
150mm	150mm
200mm	200mm
250mm	250mm
300mm	300mm
350mm	350mm
400mm	400mm
450mm	450mm
500mm	500mm
600mm	600mm
750mm	750mm
900mm	900mm
1200mm	1200mm

Note: Proposal must be updated with a legal survey.

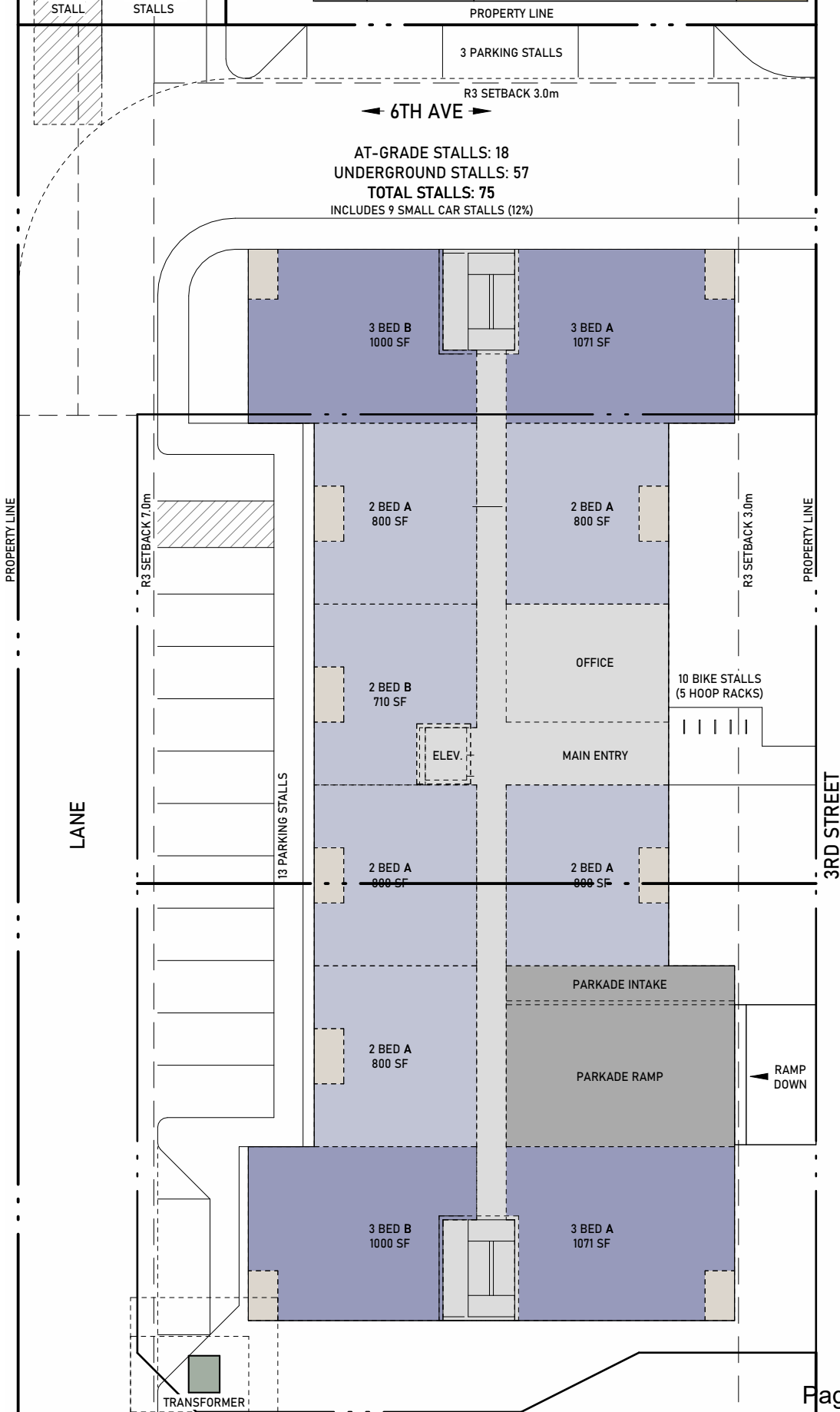
Statistics - Units								
Level	Building GFA		2B-A	2B-B	3B-A	3B-B	Common	
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	ft <sup>2</sup>	
1	1123	12083	5	1	2	2	3268	
2	1082	11648	7	1	4	-	1098	
3	1082	11648	7	1	4	-	1098	
4	1082	11648	7	1	4	-	1098	
5	1082	11648	7	1	4	-	1098	
6	1082	11648	7	1	4	-	1098	
Sum	6533	70325	40	6	22	2	8758	
Statistics - Summary								
Totals	Building GFA		2B-A	2B-B	3B-A	3B-B	Common	
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	ft <sup>2</sup>	
Units	6533	70325	40	6	22	2	8758	
			46		24			
			66%		34%			
			70					
GFA			32000	4260	23562	2000	12.45%	
			61822					
			88%					
100%								



Note: Proposal must  
be updated with a  
legal survey.



Totals	Building GFA		2B-A	2B-B	3B-A	3B-B	Common	
	m²	ft²	800	710	1071	1000	ft²	
Units	6533	70325	40	6	22	2	8758	
			46		24			
			66%		34%			
			70					
GFA			32000	4260	23562	2000	61822	
			88%					
			12.45%					





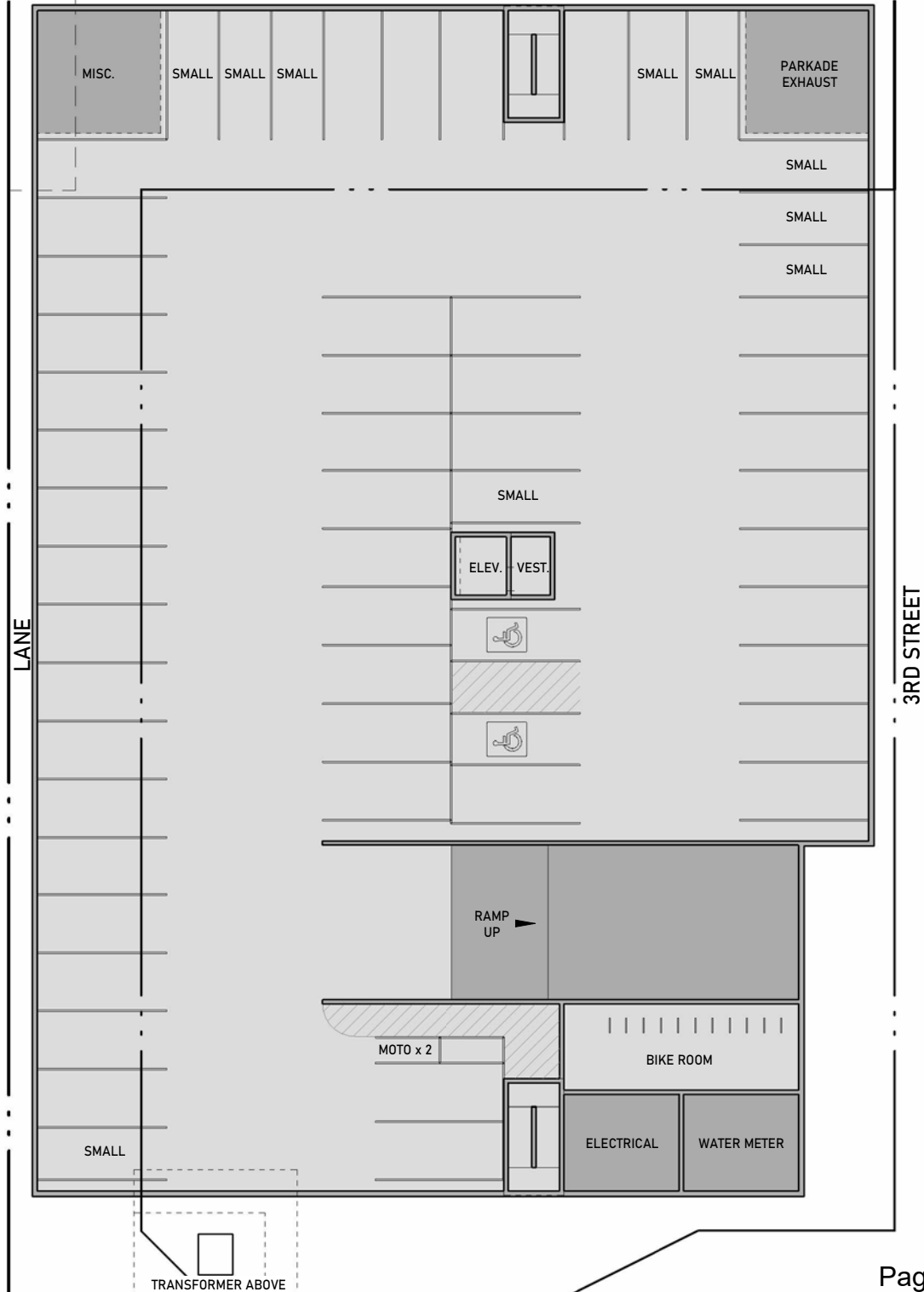
August 25, 2024

Totals	Building GFA		2B-A	2B-B	3B-A	3B-B	Common
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	ft <sup>2</sup>
Units	6533	70325	40	6	22	2	8758
			46		24		
			66%		34%		
			70				
GFA			32000	4260	23562	2000	
			61822				
			88%				
	100%						12.45%

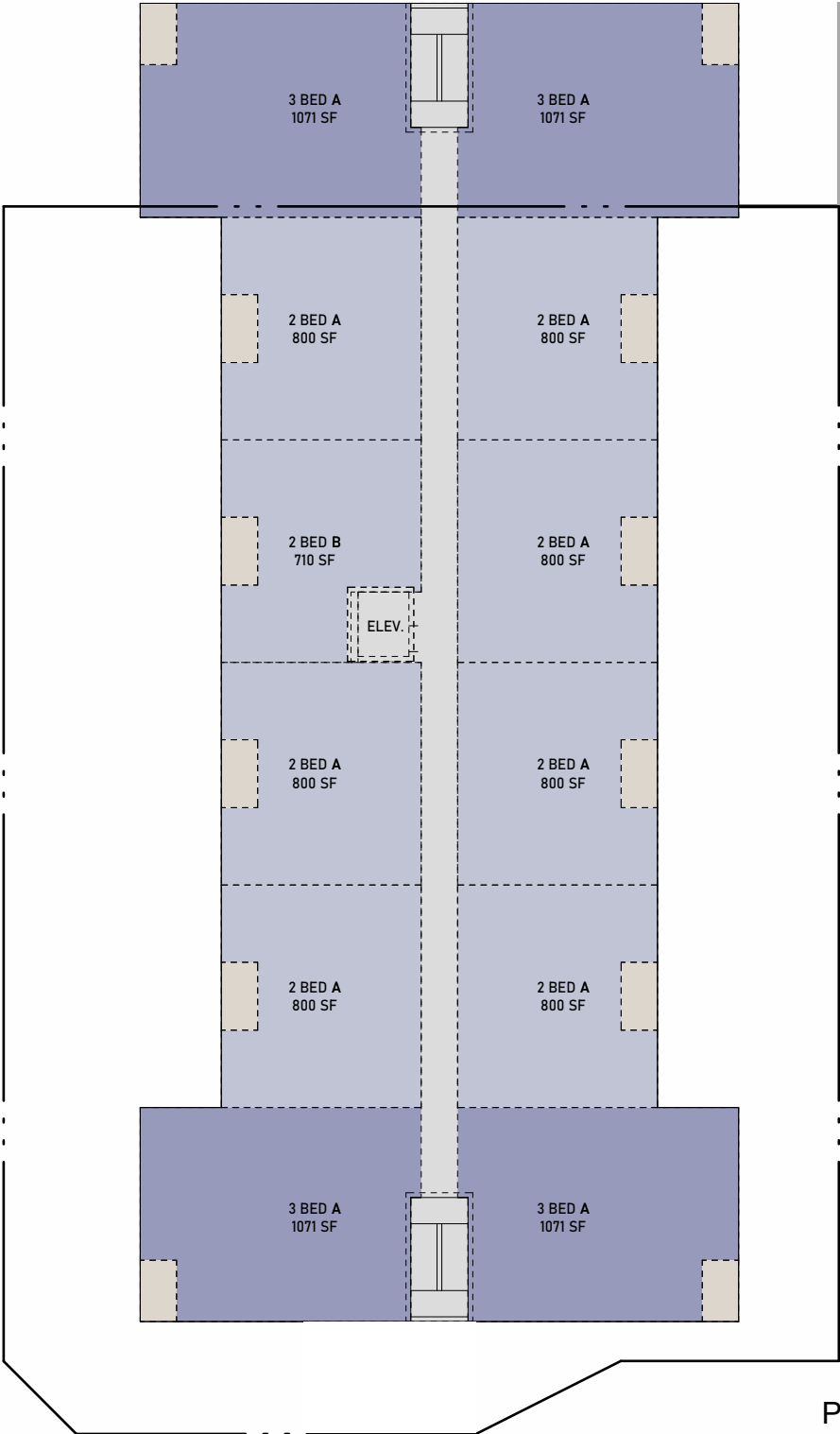
U.R.W.

◀ 6TH AVE ▶

AT-GRADE STALLS: 18  
UNDERGROUND STALLS: 57  
**TOTAL STALLS: 75**  
INCLUDES 9 SMALL CAR STALLS (12%)  
TOTAL DOES *NOT* INCLUDE 2 MOTORCYCLE STALLS



Statistics - Units							
Level	Building GFA		2B-A	2B-B	3B-A	3B-B	Common
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	
1	1123	12083	5	1	2	2	3268
2	1082	11648	7	1	4	-	1098
3	1082	11648	7	1	4	-	1098
4	1082	11648	7	1	4	-	1098
5	1082	11648	7	1	4	-	1098
6	1082	11648	7	1	4	-	1098
Sum	6533	70325	40	6	22	2	8758



## Design Inspiration

Glennmore Apartments  
Developer: Carlisle Group / Nuera Properties  
Architect: The Torjan Group



## Strathmore Multifamily Architectural Inspiration

August 25, 2024

**Note:** Proposal must  
be updated with a  
legal survey.

## MEMO

**Date:** March 11, 2024  
**Project:** 712 3 Street, Strathmore  
**Subject:** Trip Generation Exercise

**Project #:** 02-24-0041

**To:** Ethan Wilson, P.Eng. | Town of Strathmore  
**From:** Ezekiel Dada, Ph.D., P.Eng.

### 1. BACKGROUND

Loizos Zakos is applying for a land use redesignation in a Highway Commercial District to include Housing (Apartment) at 712 3 Street, Strathmore. The site has a parcel size of 3,197.72 square metres (34,419.97 square feet) and is planned for 81 apartments. The site will provide 83 stalls (80 underground and 3 surface) including 15 spaces for small cars.

The Town of Strathmore (Town) requested that a trip generation exercise be completed to determine the magnitude of traffic the proposed development would generate and determine whether they are significant enough to change drivers' experience in the area. Email discussion with the Town is attached.

### 2. CURRENT ROAD NETWORK CONDITIONS

The consolidated site is bounded in the north by single family residentials, on the east by 3<sup>rd</sup> Street, in the south by some highway commercial uses, and in the west by Ridge Road. Traffic impacts may be most noticeable on 3<sup>rd</sup> Street and 6 Avenue and Ridge Road. Ridge Road, 3<sup>rd</sup> Street and 6 Avenue are paved. The intersection of 3 Street and 6 Avenue is Yield controlled; traffic on 6 Avenue yields while 3 Street is free flow. There is no access from 3<sup>rd</sup> Street to Ridge Road. However, the site can be accessed via Ridge Road. There is a monowalk on one side of Ridge Road, 3<sup>rd</sup> Street has moonwalk on one side and a separate walk on the other (extending south of the hotel), 6 Avenue has separate sidewalk on both sides of the road.

#### Estimate of Development Traffic

#### Estimate of Traffic From Proposed 81 Residential Units (Proposed Site)

The proposed development will be a mid-rise apartment building with 81 units. Based on the Institute of Transportation Engineer's Trip Generation Manual, this is a mid-rise apartment in a sub-urban environment. The trip rates and resulting trips are summarized in Table 1.

Bunt & Associates Engineering Ltd.

Suite 113 - 334 11 Avenue SE, Calgary, AB T2G 0Y2 Tel 403 252 3343

Calgary Edmonton Kelowna Vancouver Victoria [www.bunteng.com](http://www.bunteng.com)

**Table 1: Trip Generation (ITE Trip Gen. Manual, 111<sup>th</sup> Edition) (LUC 221 – Mid-rise Apartment)**

PERIOD	Trip Rates (per unit)	Proposed 712 3 Street (81 units)
AM Peak Hour	0.37	30
PM Peak Hour	0.39	32
Daily	4.54	368

### 3. IMPACTS OF TRAFFIC ON ROAD NETWORK

The proposed development will add 30 trips in the morning, 32 trips in the afternoon and 368 trips in 24 hours to the surrounding road network. The PM peak hour traffic (32) is not significant enough to warrant a full TIA; reason the Town did not ask for one. By itself, the proposed development will generate small number of trips during the peak hours. These are not enough additional traffic to change drivers' experience in the area.

### 4. CONCLUSION

Given that the existing/expected traffic on this roadway is minimal, the change in traffic level due to the proposed development is less likely to change current drivers' experience on surrounding road network.



## I AM IN FAVOUR OF THE PROPOSED DEVELOPMENT

Name	Address	Signature	Phone
Hayley Evans			2
Lacey Deloli			7
Brooklyn Greene			0
Felony Westersen			
Jenny Mendoza			
OSCAR GUERRA			
Amanda Jensen			
Brian Jensen			
Dawn Smith			3
Lance Smith			
Rob Bell			
DEE LAGRENE			
Marcos Reyes			
Iwijo Antipresto			
Emmanuel Edralin			
Jurisdine Galeno			
John Patrick Caban			
Arman Panguluan			
Camille Cagua			
Nell Mendoza			
ET VAN Klee			
Bon Coamier			10
BON RICHARDS			
Bill DANCIA			x
ARVIN KINSMAN			
ARRY JANZEN			2
DAVID MICHELA			
RYCE DOUGAN			
RYCE ANN BAPTISTA			
AN BAPTISTA			
ro Jane Gapw			
naka Ilanze			
Mursten Huiper			
Ryan CLEMENTE			
Kevin Shew			
Brooke Shew			
Louise Shew			
Amanda Lemieux			
Kodie Pinto			
Craig Bressard			
riest Senga Surin			

Sec. 17(1), FOIP



**I AM IN FAVOUR OF THE PROPOSED DEVELOPMENT**

[illegible]

## I AM IN FAVOUR OF THE PROPOSED DEVELOPMENT

Name	Address	Signature	Phone
Marjorie Isit	[REDACTED]	[REDACTED]	[REDACTED]
ROWENA OROPILA			
Rhodilyn Romanos			
Annie Nicholls			
Rolando Jucal			
2 seller carley			
Jonathan Dagunag			
Victorixa Slysaren			
Licetmyla Samop			
Lesia Mlykash			
Michelle Dagunag			
Mel Betamo			
Brooke Seabrooke			
Jane Reyes			
Diane Sayan			
Linda Edward Lela Cr	Sec. 17(1), FOIP	Sec. 17(1), FOIP	
RYAN CLEMENTE	Sec. 17(1), FOIP		
RYAN CLEMENTE	Sec. 17(1), FOIP		
ELLESE CLEMENTE	Sec. 17(1), FOIP		
MARIZE CLEMENTE	Sec. 17(1), FOIP	Sec. 17(1), FOIP	
STARSKY PASQUAL	Sec. 17(1), FOIP		
Ma. Theresa Alicante	Sec. 17(1), FOIP		
Glenn Adalberto	Sec. 17(1), FOIP		
Ruth Ann Ballaban	[REDACTED]	[REDACTED]	[REDACTED]
ERIC RICAFORT			
KEN SANSONME			
ANITA			
Eleftheria K.	[REDACTED]	[REDACTED]	[REDACTED]
Glenn D.			
Argyrios K.			
Pandelis K.			
Anthony D.	[REDACTED]	[REDACTED]	[REDACTED]
Belinda Derrayh			

Sec. 17(1), FOIP

**I AM IN FAVOUR OF THE PROPOSED DEVELOPMENT**

[illegible]



Page 242 of 339



# Strathmore Multifamily Introduction

August 25, 2024

**Note:** Proposal must be updated with a legal survey.

Municipal Address	712 3rd Street, Strathmore, AB (and surrounding properties)
Legal Address	6th Avenue Plan 5894 P Area 'A' 6th Avenue 771 0059 Lane 992 HV (West and South Sections?) Lot 2A, Block 2, Plan 992 HV Lot 2B, Block 2, Plan 992 HV
Consolidated Parcel Dims	Approx. 41.17 m x 77.69 m
Consolidated Parcel Area	3,197.72 sm / 34,419.97 sf / 0.319772 <b>To be Confirmed via Survey</b>
Land Use Designation	CHWY – Highway Commercial District
Proposed Land Use	<b>R3 – HIGH DENSITY RESIDENTIAL DISTRICT</b>
Front Setback (Minimum)	Minimum 6m and, at the discretion of the Approving Authority, 4.0m if served by a rear lane.
Side Setback (Minimum)	1.5m to 3.0m depending upon adjacencies.
Rear Setback (Minimum)	7m
Maximum Dwelling Units	100 per hectare (32 units) – <b>Relaxation requested to allow 70 units</b>
Maximum Building Height	14.0m / four (4) storeys for Apartment <b>Relaxation requested to allow 22.0m / (6) storeys</b>
Site Coverage	Maximum allowed: 70% / <b>Actual: 35.1%</b>
Vehicular Parking	Downtown: 1 space per unit (70 spaces) / <b>Provided: 75</b>
Landscaping	Minimum 30% site area
Bicycle Parking (Indoor)	Indoor: 6 per 20 units (21) / <b>Provided: 22</b>
Bicycle Parking (Outdoor)	Outdoor: 4 per 30 units (10) / <b>Provided: 10</b>



Electrical Service

Land Use District

- AG
- C1
- CB
- CHWY
- CR1
- M1
- M2
- MHP
- MHS
- P1
- R1
- R1N
- R1S
- R2
- R2X
- R3
- R3M
- UR



Land Use Map



Water Distribution

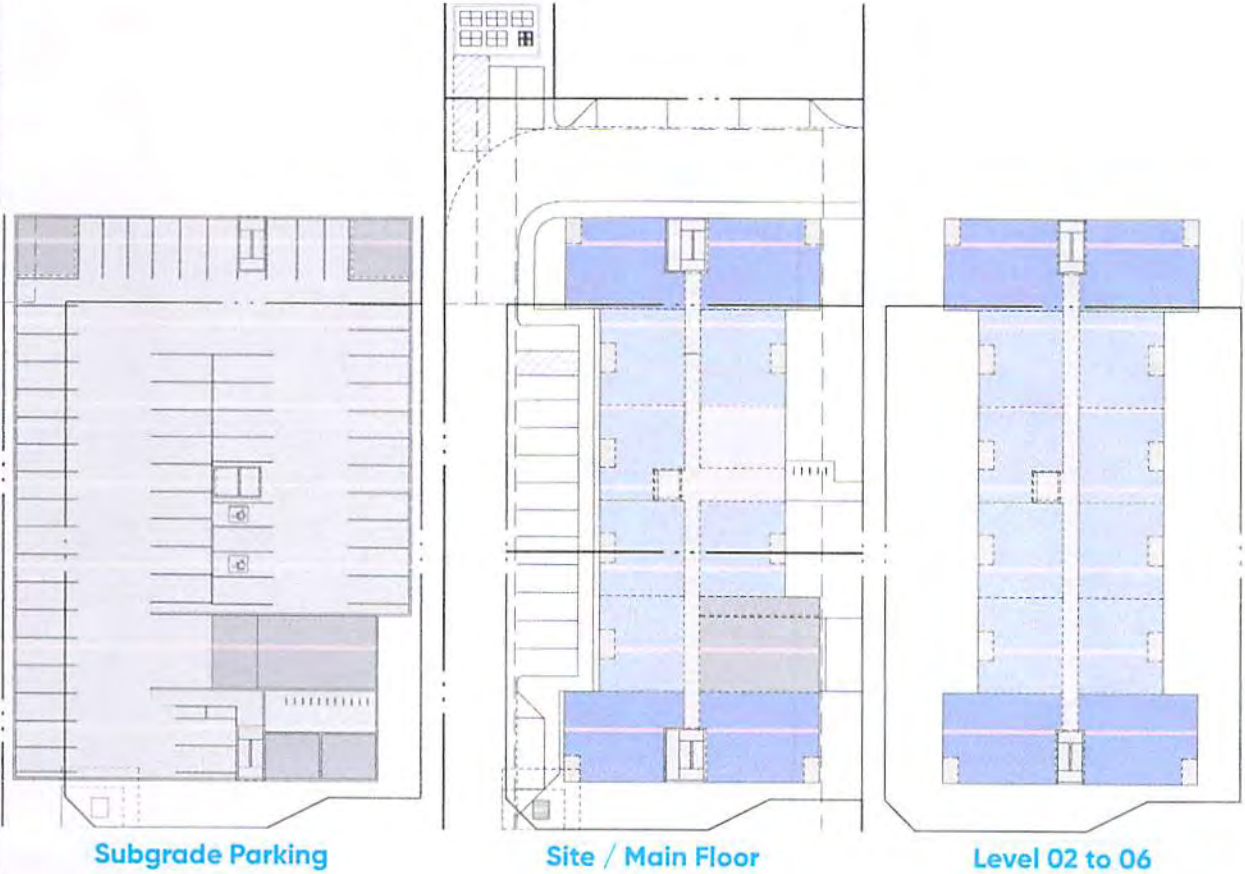
Distribution - Pipe

- Unknown
- 50mm
- 100mm
- 150mm
- 200mm
- 250mm
- 300mm
- 350mm
- 400mm
- 450mm
- 500mm
- 600mm
- 750mm
- 900mm
- 1200mm



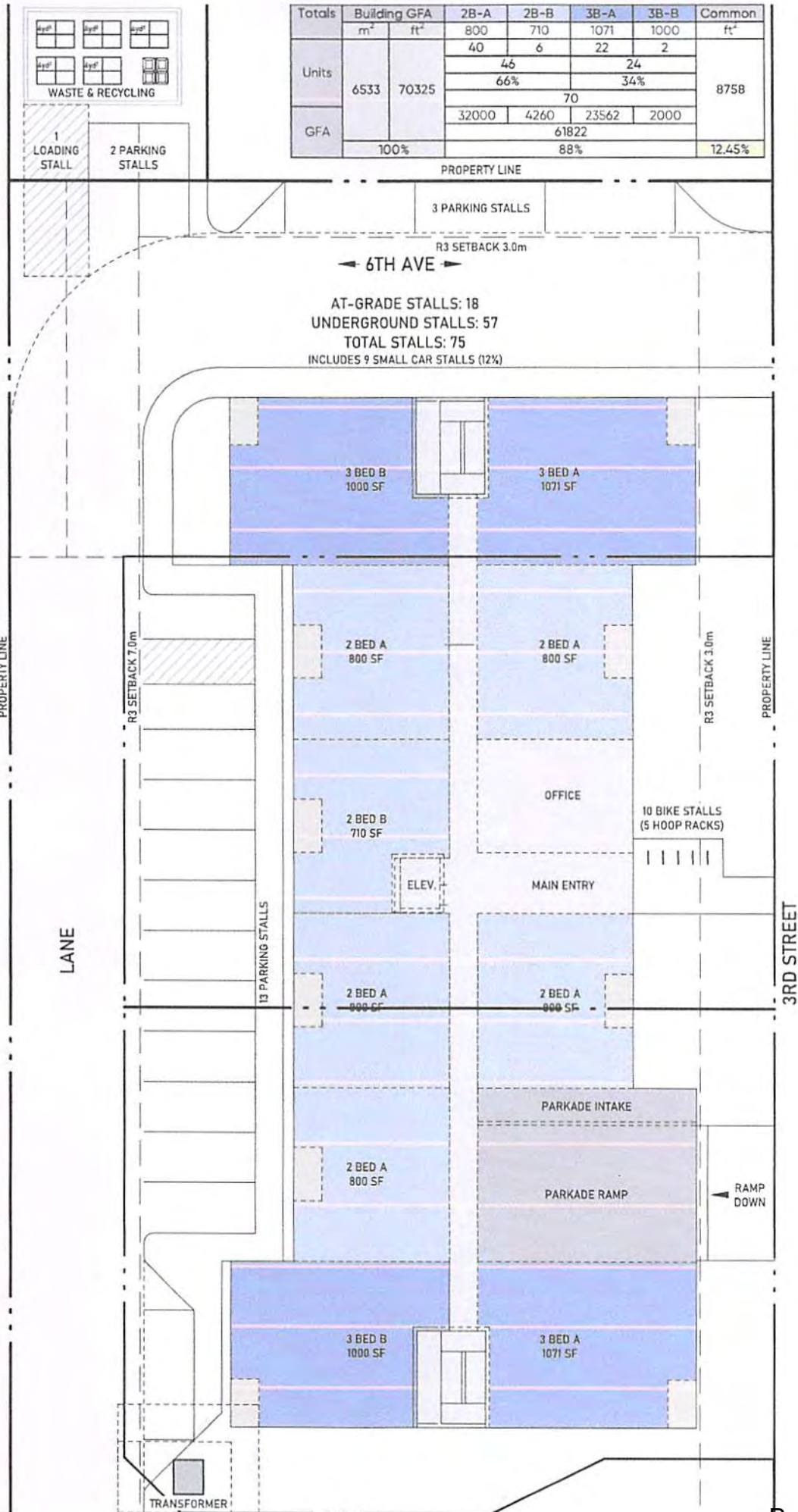
**Note:** Proposal must  
be updated with a  
legal survey.

Statistics - Units							
Level	Building GFA		2B-A	2B-B	3B-A	3B-B	Common
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	ft <sup>2</sup>
1	1123	12083	5	1	2	2	3268
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6	1082	11648	7	1	4	-	1098
Sum	6533	70325	40	6	22	2	8758
Statistics - Summary							
Totals	Building GFA		2B-A	2B-B	3B-A	3B-B	Common
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	ft <sup>2</sup>
Units	6533	70325	40	6	22	2	8758
			46		24		
			66%		34%		
			70				
			32000      4260      23562      2000				
GFA	100%	61822				12.45%	
		88%					



Strathmore  
Multifamily  
Site Layout

August 25, 2024  
**Note:** Proposal must be updated with a legal survey.





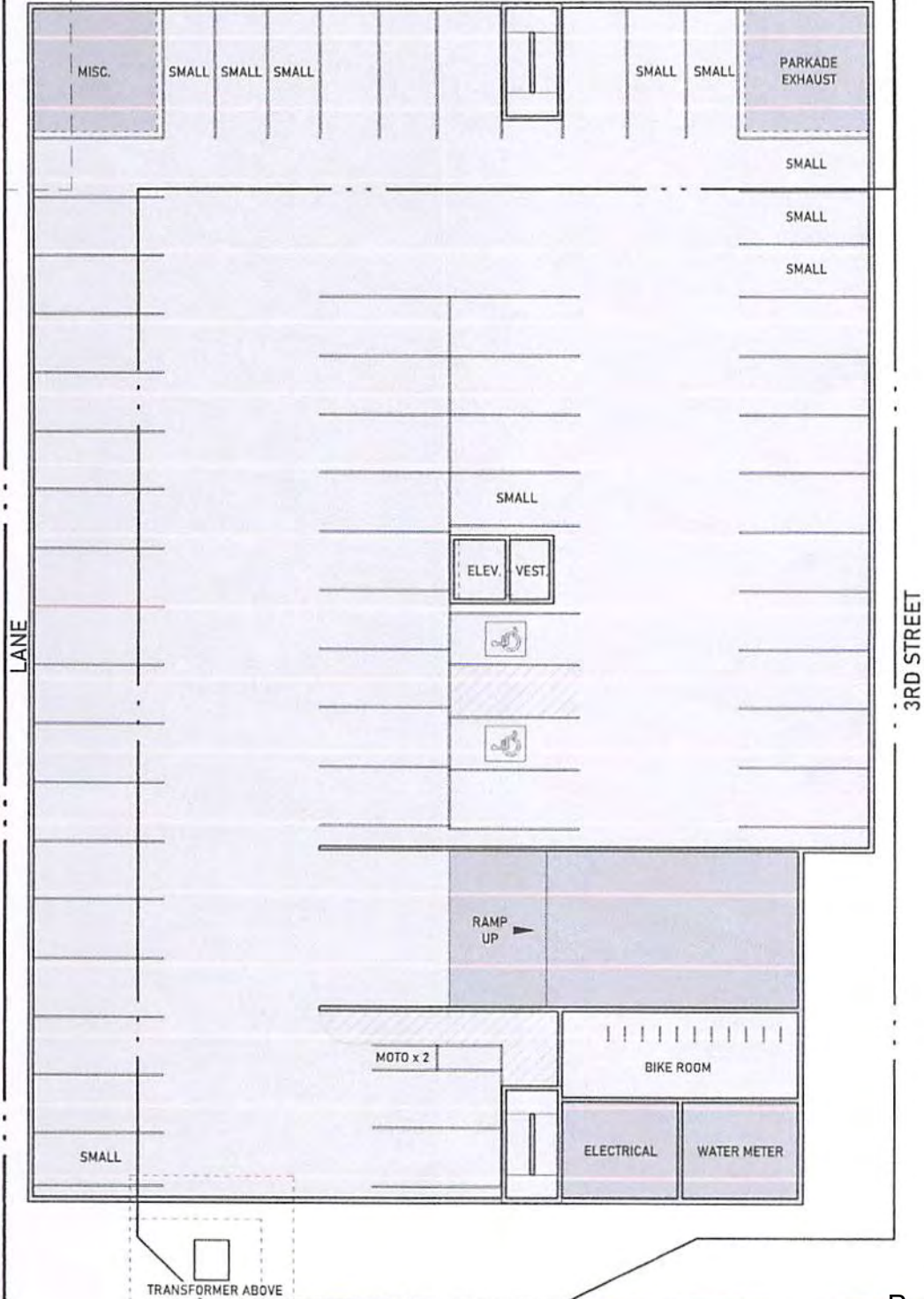
**Note:** Proposal must  
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Totals	Building GFA		2B-A	2B-B	3B-A	3B-B	Common
	m²	ft²	800	710	1071	1000	
Units	6533	70325	40	6	22	2	8758
			46		24		
			66%		34%		
			70				
			32000	4260	23562	2000	
GFA	100%		61822				12.45%
			88%				

U.R.W.

← 6TH AVE →

AT-GRADE STALLS: 18  
UNDERGROUND STALLS: 57  
TOTAL STALLS: 75  
INCLUDES 9 SMALL CAR STALLS (12%)  
TOTAL DOES NOT INCLUDE 2 MOTORCYCLE STALLS



**Note:** Proposal must  
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legal survey.

Statistics - Units							
Level	Building GFA		2B-A	2B-B	3B-A	3B-B	Common
	m <sup>2</sup>	ft <sup>2</sup>	800	710	1071	1000	ft <sup>2</sup>
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6	1082	11648	7	1	4	-	1098
Sum	6533	70325	40	6	22	2	8758





**Design Inspiration**  
Clennette Apartments  
Developer: Carlsle Group / Nueva Properties  
Architect: The Farjan Group

Strathmore  
Multifamily  
**Architectural  
Inspiration**

August 25, 2024

**Note:** Proposal must  
be updated with a  
legal survey.



CTZN24-0003  
**CTZN**  
architecture



# Request for Decision

**To:** Town Council

**Staff Contact:** Kate Bakun, Planner

**Date Prepared:** March 24, 2025

**Meeting Date:** April 16, 2025

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

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

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

## STRATEGIC PRIORITIES:



Affordable  
Housing



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

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

The proposed redesignation aligns with Strategic Priorities by facilitating housing options (R1N, R2, R3M) and public spaces (P1) with a stormpond, promoting sustainable growth, economic vitality, and community well-being.

## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

The proposed redesignation promotes Economic Sustainability by supporting a mix of housing types (R1N, R2, R3M) and public spaces (P1), encouraging investment, boosting local economic growth, and ensuring balanced development.



**SOCIAL SUSTAINABILITY:**

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

---

**IMPLICATIONS OF RECOMMENDATION:****OPERATIONAL:**

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

**POLICY:**

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

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

Goal: To create complete communities which offer a range of housing to suit the variety of needs of the current and future community as the Town of Strathmore continues to grow.

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

3.6.13 The Town encourages all parks to provide active options for all ages.

**IMPLEMENTATION:**

Staff advertised the Public Hearing in accordance with Section 606 of the *Municipal Government Act*. It was also requested that the Public Hearing be promoted on the Town's social media platforms.

Staff are available for phone calls and meetings with any residents who have questions or wish to discuss the proposed land use bylaw re-designation application.

---

**BACKGROUND:**

First reading occurred on March 12, 2025.

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

- March 13, 2025 - Mailed notice to adjacent landowners

- March 14, 2025 - Posted notice on the Town of Strathmore website, under the Public Hearings section
- March 19, 2025 - Advertisement in the Strathmore Times
- March 26, 2025 - Advertisement in the Strathmore Times
- April 02, 2025 - Advertisement in the Strathmore Times
- April 09, 2025 - Advertisement in the Strathmore Times
- April 09, 2025 - Posted on the Town of Strathmore Facebook page

As of April 11, 2025 Staff have received three submissions in opposition, and one submission in favour (as seen in Attachments IX, X, XI and XII).

Staff have received an application to redesignate the following properties:

- Portion of Lot 1, Block 3, Plan 071 1894
- Portion of Lot 1, Block 2, Plan 031 0070  
with a total area of approximately 9.92 hectares (24.5 acres)

The application was updated (there was a typo on the original application) on February 19, 2025. The internal and external circulation process for the updated application began on February 21, 2025, and concluded on March 21, 2025.

The proposed redesignation will facilitate the development of:

- R1N – Single Detached Residential (Narrow Lot) District (49 lots)
- R2 – Low Density Residential District (50 lots)
- R3M – Medium Density Modest Residential District (1 lot)
- P1 (MR) – Public Service District (2 lots)

The current land lots are undeveloped with a nearby, artificial, temporary storm pond. Currently, these properties are designated as AG – Agriculture General District under the Land Use Bylaw #14-11 (LUB).

The Edgefield Area Structure Plan (ASP), approved on February 1, 2012, provides a guiding framework for development in this area. While the proposed redesignation aligns with the overall vision of the ASP, some adjustments have been proposed, including:

- A revised location, shape, and configuration of the pond
- An updated configuration of Residential Districts

As outlined in the Municipal Government Act (MGA) [Section 633(2)(ii), p. 405], an ASP serves as a broad planning framework for land use, density, transportation, and utilities. Given that an ASP can define land uses either generally or for specific parts of an area, future projects may vary in certain details while remaining consistent with the overall plan.

These properties are surrounded by the R1N – Single Detached Residential (Narrow Lot) District, the R2 – Low Density Residential District, and the P1 – Public Service District on the

west side, while the AG – Agriculture General District borders them on the south, east, and north sides. They are situated in close proximity to the Strathmore Motor Products Sports Centre and George Freeman School, providing future residents with convenient access to recreational facilities, educational opportunities, and community amenities.

This project supports a range of housing options while incorporating community amenities such as a artificial storm pond and landscaped areas, contributing to a well-connected and vibrant neighbourhood.

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

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

A few items of note should be expanded upon with this development:

1. Storm pond - The Edgefield Development currently does not have a permanent storm pond, which is standard for a new development, however the size of the development now necessitates the construction of a permanent pond. The location of the pond is generally at the discretion of the developer, and must be constructed under the approval of Alberta Environment and Protected Areas (AEPA). Applications for this project have been started and work will not proceed until appropriate approvals are granted.
2. Wetlands - Work which impacts a designated wetland is fully regulated through AEPA. Any wetlands, or potential wetlands, are the responsibility of the developer to maintain compliance. The Town will ensure that approvals are granted, or confirmed not required, before work proceeds.

#### **DESIRED OUTCOMES:**

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

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

#### **COMMUNICATIONS:**

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

**ALTERNATIVE ACTIONS/MOTIONS:****ATTACHMENTS:**

[Attachment I: Land Use Bylaw Amending Bylaw No. 25-06](#)

[Attachment II: 25-06 Map](#)

[Attachment III: Strathmore-Land-Use-Bylaw-No.-14-11---R1N, R2, R3M, P1](#)

[Attachment IV: 1-Edgefield-Office-Consolidation-October-5-2015-pdf](#)

[Attachment V: 25S-001 Edgefield Phase 3 Subdivision - Mailout Map](#)

[Attachment VI: 25-06 Notice of Public Hearing.](#)

[Attachment VII: March-19-2025-Strathmore-Times](#)

[Attachment VIII: March-26-2025-Strathmore-Times.](#)

[Attachment IX: Concern Regarding Proposed Phase 3 Development in Edgefield Redacted](#)

[Attachment X: Edgefield Letter - Public Hearing](#)

[Attachment XI: Letter to Mayor and Council](#)

[Attachment XII: Letter in favour - Received April 9, 2025 Redacted](#)

[Attachment XIII: Bylaw 25-06 Edgefield Phase 3](#)

Chuck Procter, Manager of Development Services

Approved  
- 28 Mar  
2025

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

Approved  
- 01 Apr  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 02 Apr  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 03 Apr  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 03 Apr  
2025

**BYLAW NO. 25-06**  
**TOWN OF STRATHMORE**  
**IN THE PROVINCE OF ALBERTA**

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

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

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

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

**1. SHORT TITLE**

1.1 This Bylaw may be cited as the "Land Use Bylaw Amending Bylaw No. 25-06"

**2. AMENDMENTS**

2.1 That Bylaw No. 14-11 Schedule A – Land Use District Map is amended by changing the land use designation of Portion of Lot 1, Block 3, Plan 071 1894 and Portion of Lot 1, Block 2, Plan 031 0070, containing +/- 9.92 hectares (+/- 24.5 acres) from AG – Agricultural General District to R1N – Single Detached Residential (Narrow Lot) District, R2 – Low Density Residential District, R3M – Medium Density Modest Residential District, P1 – Public Service District as shown below in Schedule "A".

**3. EFFECTIVE DATE**

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

**READ A FIRST TIME** this \_\_\_\_\_ day of 2025

**PUBLIC HEARING HELD** this \_\_\_\_\_ day of \_\_\_\_\_, 2025

**READ A SECOND TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2025



**READ A THIRD AND FINAL TIME** this \_\_\_\_ day of \_\_\_\_\_, 2025

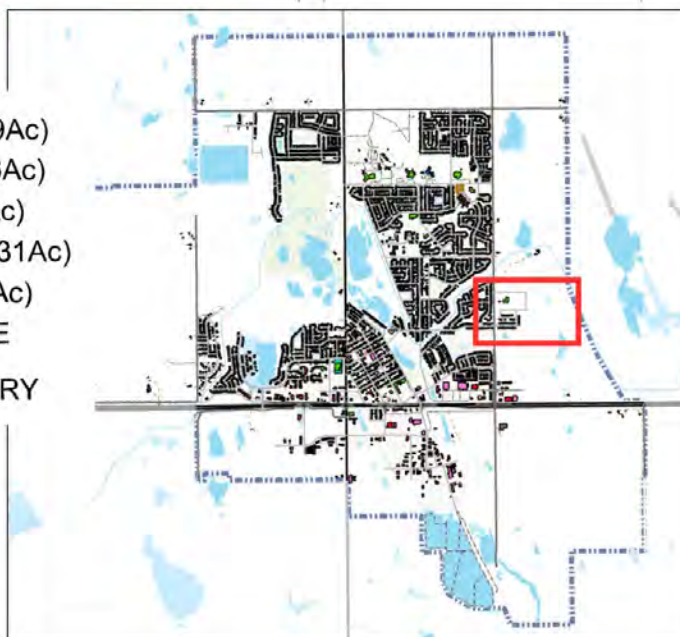
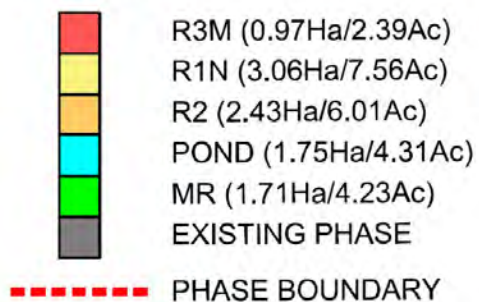
\_\_\_\_\_  
MAYOR

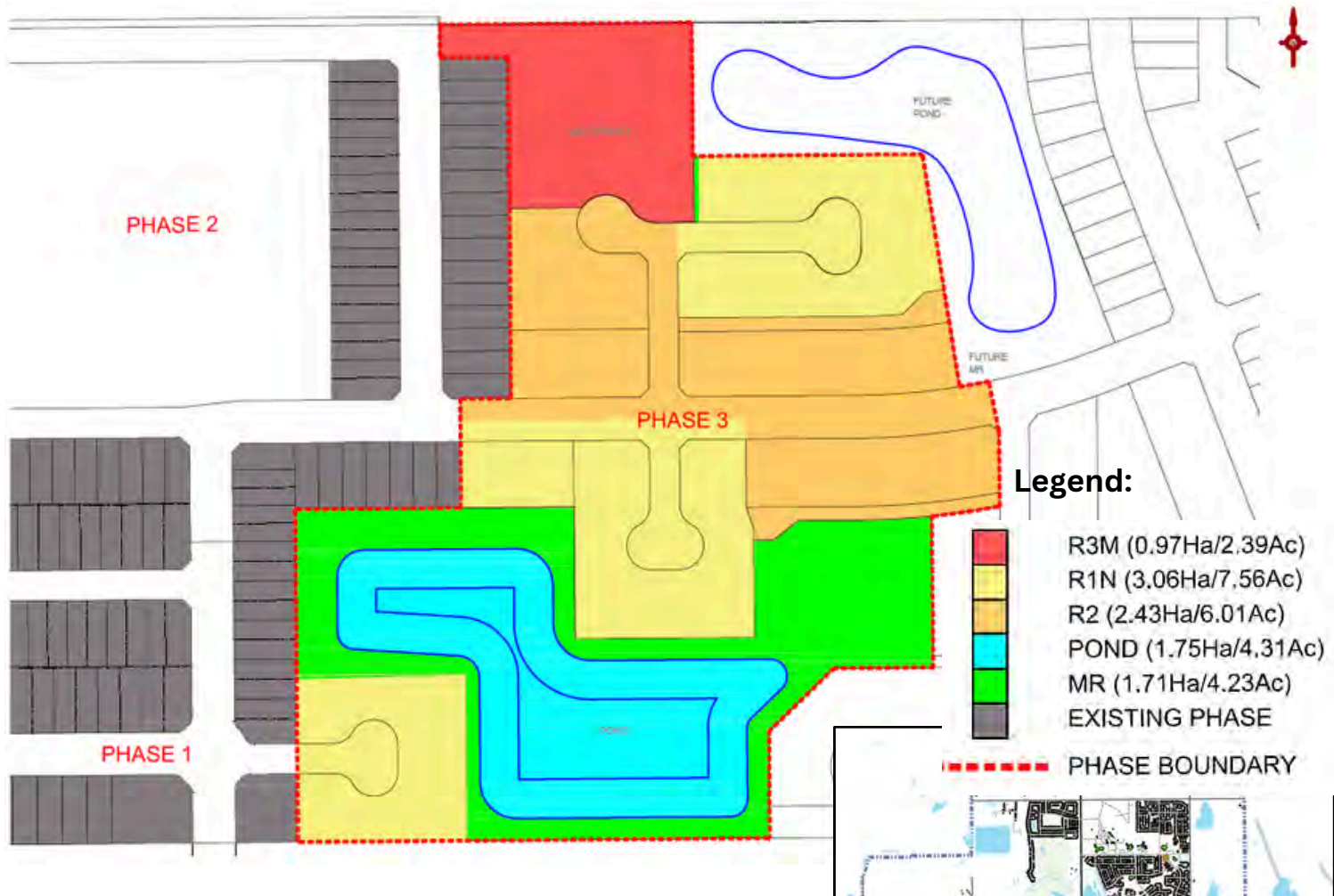
\_\_\_\_\_  
CHIEF ADMINISTRATIVE OFFICER

## Schedule "A"



### Legend:







## 4.2 R1N – SINGLE DETACHED RESIDENTIAL (NARROW LOT) DISTRICT

**1. PURPOSE:** To provide for the development of single detached homes on narrow lots.

**2. USES:**

**a) Permitted Uses**

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

Bylaw #15-22

Bylaw #17-12

**b) Discretionary Uses**

Bed and Breakfast  
 Child Care Services  
 Garage Suite  
 Garden Suite  
 Government Services  
 Home Occupation  
 Housing Duplex  
 Residential Sales Centre 2  
 Secondary Suite  
 Utility Building

Bylaw #24-14

Bylaw #15-06

Bylaw #20-04

Bylaw #17-12

**3. GENERAL SITE REQUIREMENTS:**

**a) Minimum Lot Area**

i. 372.0 m<sup>2</sup> per Dwelling

**b) Minimum Lot Size Corner Lots**

i. 417.0 m<sup>2</sup> per Dwelling Unit

Bylaw #15-01

**c) Minimum Site Width**

i. 11.0 metres

**d) Site Depth**

i. 30.5 metres for all lots

**e) Habitable Floor Area**

i. Minimum Gross Floor Area – 84.0m<sup>2</sup>

Bylaw #15-06

Bylaw #20-04

Bylaw #22-01

**f) Maximum Number of Dwellings**

Bylaw #15-28

- i. One dwelling per lot, unless a legal Secondary Suite or Housing Duplex have been approved

**g) Minimum Yard Setbacks – Principal Building**

Bylaw #15-01

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

**h) Site Coverage**

- i. Maximum total site coverage of 50%
- ii. Maximum total site coverage of 60% if the site is serviced by a rear lane
- iii. Maximum site area for accessory buildings of 13%

**i) Building Height**

Bylaw #16-10  
 Bylaw #22-01

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

**4. OTHER SITE REQUIREMENTS:**

Bylaw #15-01

**Garages**

- a) If a principal building does not have an attached garage at the front of the Dwelling or has a garage with a side entrance with a driveway parallel to the front property line, the Minimum Front Yard Setback shall be 4.8m.
- b) Notwithstanding above, if there is no rear lane, and no attached front garage, there shall be one 3.3 metre side yard to allow for access to a rear detached garage.

**Landscaping**

- c) Minimum landscaping requirement of at least one (1) tree per internal lot and two (2) trees per corner lot.

Bylaw #22-01

**Accessory Building**

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



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

#### 4.4 R2 – LOW DENSITY RESIDENTIAL DISTRICT

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

**2. USES:**

**a) Permitted Uses**

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

Bylaw #15-22

Bylaw #17-12

**b) Discretionary Uses**

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

Bylaw #24-14

Bylaw #15-06

Bylaw #20-04

Bylaw #17-12

**3. GENERAL SITE REQUIREMENTS:**

**a) Minimum Lot Area**

- i. 235 m<sup>2</sup> for each Dwelling Unit in a Housing, Duplex and Housing, Semi-Detached

**b) Minimum Site Width**

- i. Housing, Single-Detached: 11 m for an Internal Lot and 12.5 m for a Corner Lot;  
 ii. Housing, Duplex: 15 m for an Internal Lot and 17 m for a Corner Lot;  
 iii. Housing, Semi-Detached: 7.5 m for each Dwelling Unit on an Internal Lot and 9 m for each Dwelling Unit on a Corner Lot;

Bylaw #15-01

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

**c) Minimum Site Depth**

- i. 30.5 metres for all lots

**d) Habitable Floor Area**

Bylaw #15-28

- i. Minimum Gross Floor Area - 70 m<sup>2</sup> per dwelling unit

**e) Minimum Yard Setbacks - Principal Building**

- i. Front Yard – 4.0 m if the lot is served by a rear lane; and 6.0 m if the lot is not served by a rear lane

Bylaw #15-01

- ii. Rear Yard – 7.0 m

Bylaw #15-01

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

**f) Site Coverage**

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

Bylaw #16-10

**g) Building Height**

- i. 10.0 m for Principal Buildings
- ii. 5.0 m for Accessory Buildings\* see OTHER SITE REQUIREMENTS below

Bylaw #22-01

**4. OTHER SITE REQUIREMENTS:**

**Garages:**

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

**Landscaping**

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

Bylaw #22-01

**Accessory Building**

**4.16**

**P1 – PUBLIC SERVICE DISTRICT**

**1. PURPOSE:** To provide a District for publicly owned land and facilities of an institutional or community service nature.

**2. USES:**

Bylaw #14-22

**a) Permitted Uses**

Accessory Buildings  
 Athletic and Recreational Facility, Outdoor  
 Cemeteries  
 Child Care Services  
 Cultural Facilities  
 Custodial Dwelling Unit  
 Education Services  
 Extended Medical Treatment Services  
 Government Services  
 Municipal Sustainable Housing  
 Natural Habitat Areas  
 Protective Emergency Services  
 Public Assembly, Minor  
 Public Parks  
 Religious Assembly  
 Residential Care  
 Sea Can  
 Seniors Housing  
 Signs  
 Utilities

Bylaw #15-40  
 Bylaw #22-01

Bylaw #22-01  
 Bylaw #17-12

**b) Discretionary Uses**

Athletic and Recreational Facility, Indoor  
 Campground  
 Community Garden  
 Detention and Correction Services  
 Emergency Shelter  
 Public Assembly, Major  
 Utility Building

Bylaw #15-40

Bylaw #17-12

**3. GENERAL SITE REQUIREMENTS:**

All site requirements in this District shall be at the discretion of the Approving Authority.

**4. OTHER SITE REQUIREMENTS:**

**Special Use Requirements**

**a)** Notwithstanding Subsection 3, any Religious Assemblies shall be developed in accordance with Section 3.18 of this Bylaw.

- b)** Municipal Sustainable Housing shall be approved on a case by case basis, with all requirements to be determined in accordance with the unique circumstances of the individual proposal including, but not limited to landscaping and parking, provided any variances do not compromise community livability.
- c)** Per the *No Development Permit Required* Section, a Development Permit is not required for Municipal works, including signs.

Bylaw #22-01

**4.17 AG - AGRICULTURE GENERAL DISTRICT**

**1. PURPOSE:** To provide for lands annexed in 2010 that have not yet been re-designated for urban uses, planned by Area Structure Plan or Concept Plan and to retain the original agricultural purposes while preventing premature or scattered subdivision of those lands intended for future urban development.

**2. USES:**

**a) Permitted Uses**

	Accessory Buildings and Uses
	Agricultural Buildings/Structures
	Agricultural Processing – Minor
	Agricultural Operations
	Extensive Agricultural Operations
	Government Services
	Greenhouse and Plant Nursery
	Home Occupation
	Home Office
	Housing, Single Detached
Bylaw #15-33	Manufactured Home
	Market Garden
	Pet Care Services
	Religious Assembly
	Utilities
Bylaw #17-12	Veterinary Services, Minor

**b) Discretionary Uses**

Bylaw #22-01	Agricultural Processing - Major
	Animal Hospital and Shelter
	Auctioneering Establishment
	Bed and Breakfast
	Community Buildings and Facilities
	Equestrian Facility
	Housing, Duplex
	Housing, Security
	Kennel
	Protective Emergency Services
Bylaw #20-04	Sea Can
Bylaw #22-01	Secondary Suite
	Utility Building
Bylaw #17-12	
Bylaw #15-22	Veterinary Services, Major

**3. GENERAL SITE REQUIREMENTS:**

All site requirements in this District shall be at the discretion of the Approving Authority.



**4. OTHER REGULATIONS:**

- (a)** Approvals to subdivide any lot in this District shall be subject to a redistricting amendment to this By-law to designate the lands to the applicable Land Use District. Any proposed amendment shall also comply with the Town Municipal Development Plan and any statutory plans in effect for the subject lands.

<b>4.18</b>	<b>R3M – MEDIUM DENSITY MODEST RESIDENTIAL DISTRICT</b>
-------------	---

- 1. PURPOSE:** To accommodate apartment buildings with modest profile as well as select multi-unit dwellings with a density not exceeding 110 units per hectare and a height of not more than 3 storeys.

Bylaw #15-31

**2. USES:**

**a) Permitted Uses**

Home Office  
 Housing, Apartment  
 Protective Emergency Services  
 Public Parks  
 Utilities

Bylaw #17-12

**b) Discretionary Uses**

Accessory Buildings  
 Child Care Services  
 Government Services  
 Housing, Attached  
 Utility Building

Bylaw #17-12

**3. GENERAL SITE REQUIREMENTS**

**a) Minimum Site Area**

- i. 550 m<sup>2</sup>

**b) Minimum Site Width and Frontage**

- i. 15.0 m

**c) Minimum Site Depth**

- i. 25.0 m

**d) Maximum Number of Dwelling Units**

- i. 110 Dwelling Units per Hectare  
 ii. Despite any provision to the contrary, the maximum number of dwelling units must not be relaxed unless the development complies with all other requirements of this district.

**e) Minimum Yard Setbacks – Principal Building**

- i. Front Yard – 3.0 m if the site is located in the Downtown Overlay District and not less than 5.0 m in all other locations.  
 ii. Rear Yard – 7.5 m  
 iii. Side Yard Internal Lots – 1.5 m  
 iv. Side Yard Corner Lots – 3.0 m where the side property line adjoins a street except in the Downtown Overlay District where the setback must not be less than 1.5 m.

- v. Side Yard All Lots – 3.0 m where a side of a site is used to provide vehicular access to the rear of the property.

**f) Projections into Yards**

- i. Despite any provision to the contrary, in this district
  - a. eaves and bay windows may project a maximum of 0.6 m into a front yard, side yard or rear yard
- ii. balconies must not project
  - a. more than 1.85 m from the building façade; and
  - b. into a side yard unless that side yard adjoins a street and the balcony is located at least 30 cm from the property line or public sidewalk whichever is the greater distance
- iii. landings and ramps other than wheelchair ramps may project into a front yard provided
  - a. they provide access to the main floor or lower level of the building;
  - b. the area of the landing does not exceed 2.5 m<sup>2</sup>; and
  - c. the face of any step is located not less than 30 cm from a front property line or a public sidewalk whichever is the greater distance
- iv. portions of a building more than 2.4 m above grade and eaves may project a maximum of 0.6 m into a required side yard;
- v. landings may project a maximum of 3 m into a rear yard and the face of any step must be located at least 30 cm from a property line;
- vi. wheelchair ramps may project without limits into any yard to the satisfaction of the Development Authority.

**g) Maximum Building Height**

- i. Accessory Building – 5.0 m
- ii. Principal Building: 3 storeys not exceeding 9.0 m at any eave line

**4. OTHER REQUIREMENTS**

**a) Parking**

- i. All off street parking stalls in this district must be hard surfaced to the satisfaction of the Development Authority.
- ii. As a condition of a development permit, the Development Authority may require that the owners of site contribute to paving a lane if the lane provides vehicular access to the site.

**b) Landscaping**

- i. A minimum of 35% of the site and boulevards adjoining the site must be landscaped with vegetation and a landscaping plan must be submitted to the satisfaction of the Development Authority.

**c) Design, Character and Appearance**

- i. If the site is located within the Downtown Overlay District, the development must meet all of the requirements of that district and must be referred to the Downtown Design Review Committee for comment.
- ii. The Development Authority may require that a principal building in this district have a pitched roof with gables facing the street or avenue.



# *Edgefield*

## Area Structure Plan

**CONSOLIDATED | OCTOBER 5, 2015**







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

**BEING A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF  
ALBERTA TO ADOPT THE EDGEFIELD AREA STRUCTURE PLAN.**

**UNDER AUTHORITY OF** and pursuant to the provisions of the *Municipal Government Act, R.S.A. 2000, Chapter M-26* and amendments thereto, the Municipal Council of the Town of Strathmore in the Province of Alberta may by bylaw adopt an Area Structure Plan.

**AND WHEREAS** the Town of Strathmore has adopted a Municipal Development Plan that requires responsible development and good planning practices.

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

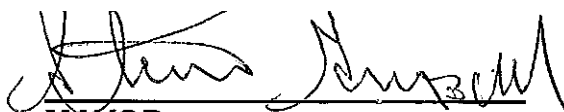
101. Edgefield Area Structure Plan, attached hereto as Schedule "A" be adopted. The affected lands are located and described as Pt. of 13-24-25, W4M containing approximately  $\pm$  131.9 hectares ( $\pm$  325.9 acres) within the Town of Strathmore.

201. That this Bylaw shall come into full force and effect upon third and final reading.

**READ A FIRST TIME** this 11th day of November, 2011.

**READ A SECOND TIME** this 1st day of February, 2012.

**READ A THIRD TIME** and finally passed this 1st day of February, 2012.

  
**MAYOR**

  
**CHIEF ADMINISTRATIVE OFFICER**



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## INTRODUCTION

### ***Purpose***

The Edgefield Area Structure Plan (ASP) contains the land use, transportation and servicing policy framework for ±131.9 hectares (325.9 acres) of land annexed into the Town of Strathmore in 2010. The ASP applies to land in east Strathmore. Highway 1 is adjacent to the south boundary, George Freeman Trail to the west and future residential is anticipated north of the ASP area. The Town limit is the ASP east boundary (refer to **Figure 1 – Location**). The ASP provides policy direction for detailed planning and future development for Edgefield as a comprehensively planned community.

In Section 633 of the Municipal Government Act (MGA) municipalities are granted the authority to adopt ASPs. The MGA states that ASPs are developed for the following reasons.

*“For the purpose of providing a framework for subsequent subdivision and development of an area of land, a council may by bylaw adopt an ASP. An ASP*

- (a) must describe:*
  - (i) the sequence of development proposed for the area,*
  - (ii) the land uses proposed for the area, either generally or with respect to specific parts of the area,*
  - (iii) the density of population proposed for the area either generally or with respect to specific parts of the area, and*
  - (iv) the general location of major transportation routes and public utilities,*
- (b) may contain any other matters the council considers necessary.”*

Consistent with the MGA, Strathmore Town Council supports that the process for developing land include the adoption of an ASP prior to land use, subdivision and development approvals.

### ***Interpretation***

The plan policies are written as ‘shall’ and ‘should’ statements. Policy statements utilizing ‘shall’ outline mandatory compliance. ‘Should’ policy statements outline policies to which compliance is encouraged and recommended. In certain circumstances the ‘should’ statements may not be practical and therefore the policy provides flexibility to respond to such circumstances.

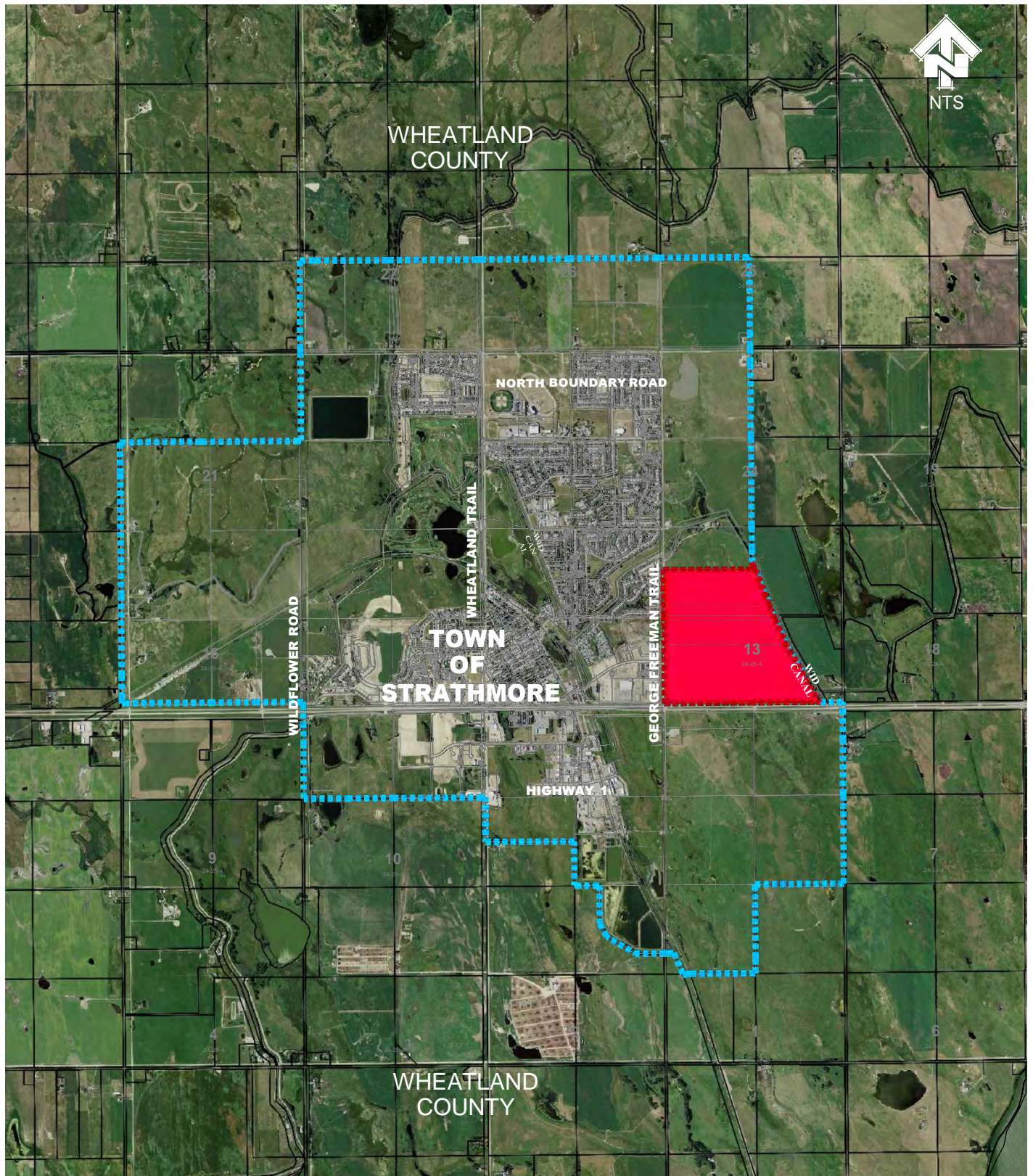
## ***Stakeholder Consultation***

In preparing the proposed ASP meetings were held with Town of Strathmore Administration, the Town's contract engineer and adjacent landowners to ensure coordination with Town policy, practices and plans for future development of adjacent land. An introductory meeting was held with Town Planning and Engineering staff, landowners and technical consultants to clarify planning and servicing considerations for the Edgefield ASP process and background studies.

Various meetings between Edgefield landowners and the adjacent landowners have taken place to discuss issues of mutual concern such as interface conditions, municipal servicing and transportation networks, amongst other topics. A joint meeting of the Edgefield landowners, adjacent landowners and the Town of Strathmore Administration and consultant engineer was held in March of 2011 to discuss common issues regarding the future development of the east Strathmore lands.

A review of the policy plan was conducted by Town Administration. A public open house was held on September 22, 2011 to gain the public's feedback. The input from the plan review and open house was considered and incorporated into the proposed ASP.





**Legend**

- Edgefield Area Structure Plan Boundary
- Town Boundary

**Figure 1:**  
**LOCATION**  
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## PLANNING POLICY CONTEXT

### ***Calgary Metropolitan Plan***

The Calgary Metropolitan Plan (CMP) was adopted by the Calgary Regional Partnership in June of 2009. Strathmore is one of 14 communities comprising the Calgary Regional Partnership. The CMP provides strategic direction regarding regional development and servicing. There are four (4) main themes to the CMP which include:

*“Regional Landscape - protecting elements of our natural systems.*

*Regional Settlement - intensifying development in existing communities and new growth in compact urban nodes.*

*Regional Infrastructure - aligning settlement patterns with the provision of new infrastructure.*

*Preparing a Regional Economic Strategy for the Calgary region.”*

The Edgefield ASP supports the goals of the CMP for efficient use of land and infrastructure. The CMP identifies Strathmore as a compact urban node. As per the CMP, the ASP sets a comprehensive plan for a new mixed use community which is contiguous to existing development and leverages the region’s investment in servicing infrastructure directed to Strathmore. Minimum density requirements, housing choice and jobs and employment opportunities should be integrated into compact urban nodes.

### ***Town of Strathmore Municipal Development Plan***

The Town of Strathmore’s Municipal Development Plan (MDP), Bylaw #98-11, provides direction regarding the preparation of land use and development plans in the Town. The Edgefield ASP reflects the goals and policies of the MDP including:

- i) **Growth** – The Plan Area was annexed by the Town in 2010 to accommodate future growth. The ASP sets the framework for a comprehensively planned community that builds on the Town’s strength as a regional service centre. It identifies commercial development along the Highway 1 corridor and accommodates residential development to use the land and infrastructure in an efficient manner.*

- ii) **Community Services** – The ASP distributes a variety of open spaces, including tot lots, playfields, integrated wetland/storm ponds, pathways and linear parks, throughout the Plan Area to provide active and passive recreational opportunities in close proximity to residents. Municipal Reserve will be provided in land to the Town.*
- iii) **Municipal Infrastructure** –Infrastructure servicing is based on the Town’s overall Master Servicing Study which accounted for Town growth within the Plan Area.*
- iv) **Annexed Lands** – The ASP protects the long-term urban growth direction for the annexed lands included in the Plan Area, observing the density recommendations of the Calgary Metropolitan Plan.*

### ***Town of Strathmore Growth Study***

The Town of Strathmore Growth Study, October 2008 provided a long-term growth analysis that supported the 2010 Annexation. The Growth Study proposed a 50 year growth area and illustrated the anticipated land use strategy for the annexation area. The Edgefield ASP reflects the long-term land use concept of the Growth Study which identified commercial growth along the Highway 1 corridor and residential growth in the remaining Plan Area.

### ***Quality of Life Master Plan***

The Quality of Life Master Plan, February 2010 was undertaken to outline future strategies for the provision of recreation and cultural facilities, trails, parks and open spaces within the Town. These strategies are meant to sustain and provide healthy lifestyle choices through the provision of quality of life facilities, spaces and services. The Edgefield ASP implements this strategy by emphasizing connectivity within the community and with Town networks through a linked open space system of active and passive recreational spaces, and a comprehensive sidewalk, regional and local pathway and trail system.



## EXISTING CONDITIONS AND DEVELOPMENT CONSIDERATIONS

### ***Plan Area***

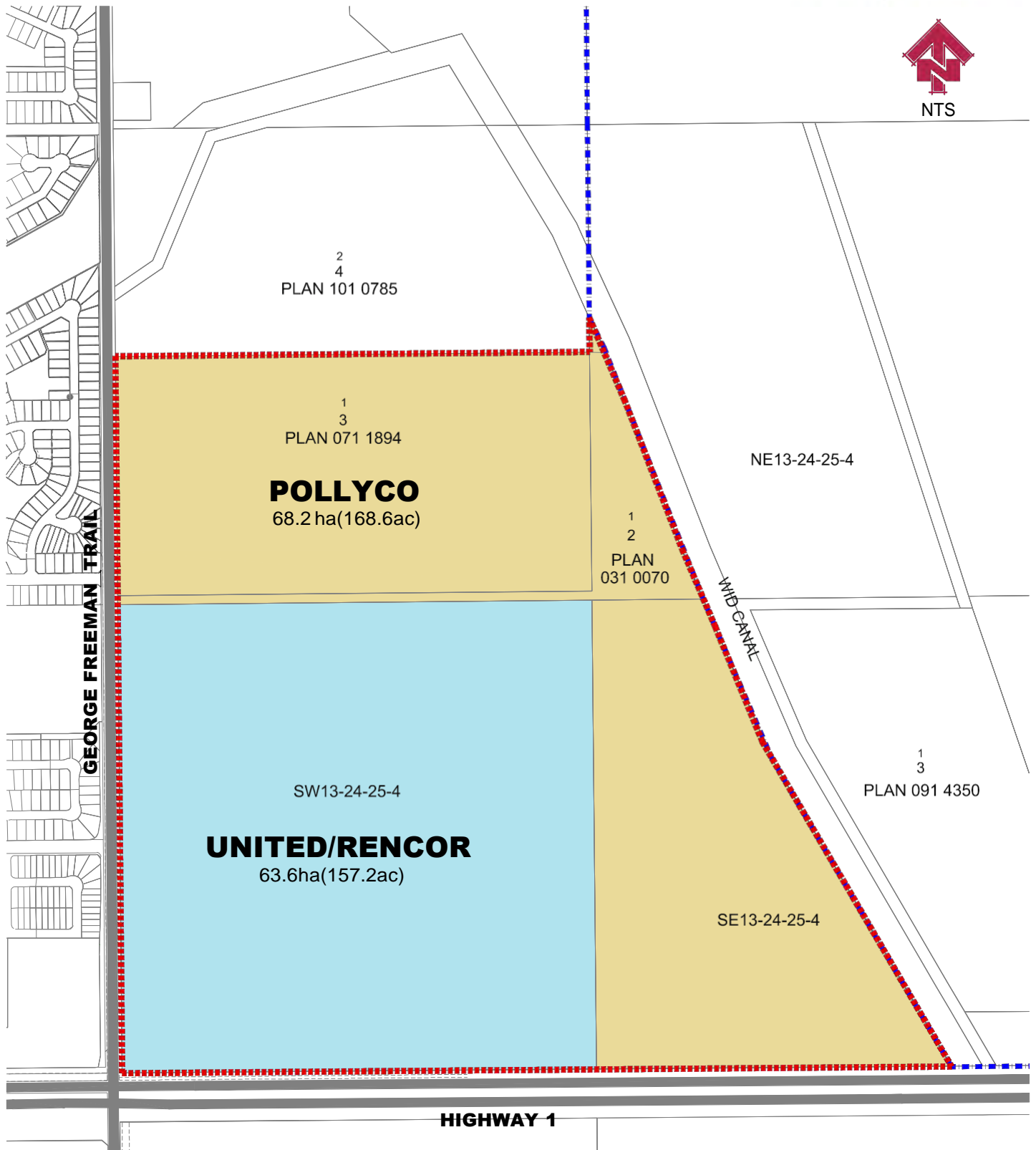
The Edgefield ASP applies to ±131.9 hectares (325.9 acres) on the eastern limit of Strathmore. The Plan Area is bound on the south by Highway 1, the west by George Freeman Trail, the Western Irrigation District (WID) canal on the east and future residential land to the north. The land was annexed by the Town in 2010 to accommodate future growth.

### ***Ownership***

At the time of ASP preparation the Plan Area is owned by two landowners, United Acquisition II Corporation/Rencor Developments (Strathmore) Inc and Pollyco Land Corporation, as illustrated in **Figure 2 – Ownership**. The following **Table 1** provides the legal description and ownership of each parcel of land within the plan area.

**Table 1. Ownership**

<b>Landowner</b>	<b>Title Number</b>	<b>Legal Description</b>	<b>Area Hectares (Acres)</b>
United Communities/ Rencor Developments	061 412 858	SW 13-24-25-W4	63.6 (157.2)
Pollyco Land Corporation	071 364 467	0310070; 2;1	5.7 (14.1)
	071 364 467 +1	Portion SE 13-24-25-W4	30.1 (74.4)
	071 364 467 +2	0711894; 3;1	32.4 (80.1)
<b>TOTAL</b>			<b>131.8 (325.8)</b>



Legend

- ..... Edgefield Area Structure Plan Boundary
- ..... Town Boundary

**Figure 2:**  
**OWNERSHIP**

## ***Existing Land Use***

The lands are agricultural in nature and two farm houses with associated outbuildings are located within the Plan Area; one in the southeast corner of SW 13-24-25-W4, and the second in the southwest corner of NW 13-24-25-W4.

Residential and commercial development exists west of the Plan Area and George Freeman Trail. Highway 1 along the south boundary intersects with George Freeman Trail outside the southwest corner of the Plan Area. Strathmore is a regional service centre. The Highway 1 corridor is the main commercial corridor in the Town, offering commercial and retail services for residents of the Town as well as servicing a much larger trading area east of the Town.

Current agricultural operations are adjacent north of the Plan Area, south of Highway 1 and east of the adjacent WID canal. The WID canal runs along the east boundary and beyond the canal to the east are Wheatland County agricultural lands. Agricultural land adjacent to the north was also annexed by the Town in 2010 and is anticipated for future residential use. Land south of Edgefield and Highway 1 is anticipated to develop for future commercial use.

## ***Sweet Gas Pipeline and Well***

A producing gas well site is located in the northwest of NW 13-24-25-W4 and associated pipeline right of ways for sweet gas low-pressure lines traverse the Plan Area. The well site and pipeline right of ways are leased by Encana Corporation. These are identified on **Figure 4 - Opportunities and Constraints**. Energy Resources Conservation Board (ERCB) standards indicate no additional setback beyond the right of way for any of the low-pressure sweet gas pipelines is required. The 100 metre setback recommended for gas well heads can be reduced at the discretion of the ERCB from 100 metres to 50 metres with the support of the landowner(s), licensee and municipality. In discussions with the licensee it was indicated that there is the potential to relocate the pipelines and reduce the right of way width of the pipelines to integrate with the community design.

- Policy 1. As per Energy Resources Conservation Board Directive 056, no setback is required from a low-pressure sweet gas pipeline right of way within the Plan Area.
- Policy 2. The pipeline right of way should be incorporated into the open space system and soft landscaping should be the standard at the surface of the right of way.

Policy 3. A request to reduce the setback from the sweet gas well head from 100 metres should meet the Energy Resources Conservation Board requirements and will be at the discretion of the Town.

Policy 4. The unrestricted setback area around the sweet gas well head should be incorporated into the Plan Area as a public open space. An access to the well head site shall be maintained in accordance with the requirements of the day.

### ***Western Irrigation District Canal***

The Western Irrigation District Canal A is the boundary condition east of the Plan Area. The canal is owned and operated by the Western Irrigation District (WID) which provides irrigation water to local farms and municipal water to some communities. Rehabilitation to this portion of the canal was undertaken in 2010 with the key priority being water conservation. Reshaping and lining of the canal should reduce seepage from the canal, including into the Plan Area.

### ***Topography***

A low-lying drainage area is located along the shared quarter section line between NW and NE 13-24-25-W4 with the lands west of this area gently sloping in a southeast direction. The lands adjacent to the WID canal have a more significant slope southwest towards the low-lying area. **Figure 5** demonstrates the site topography and natural drainage.

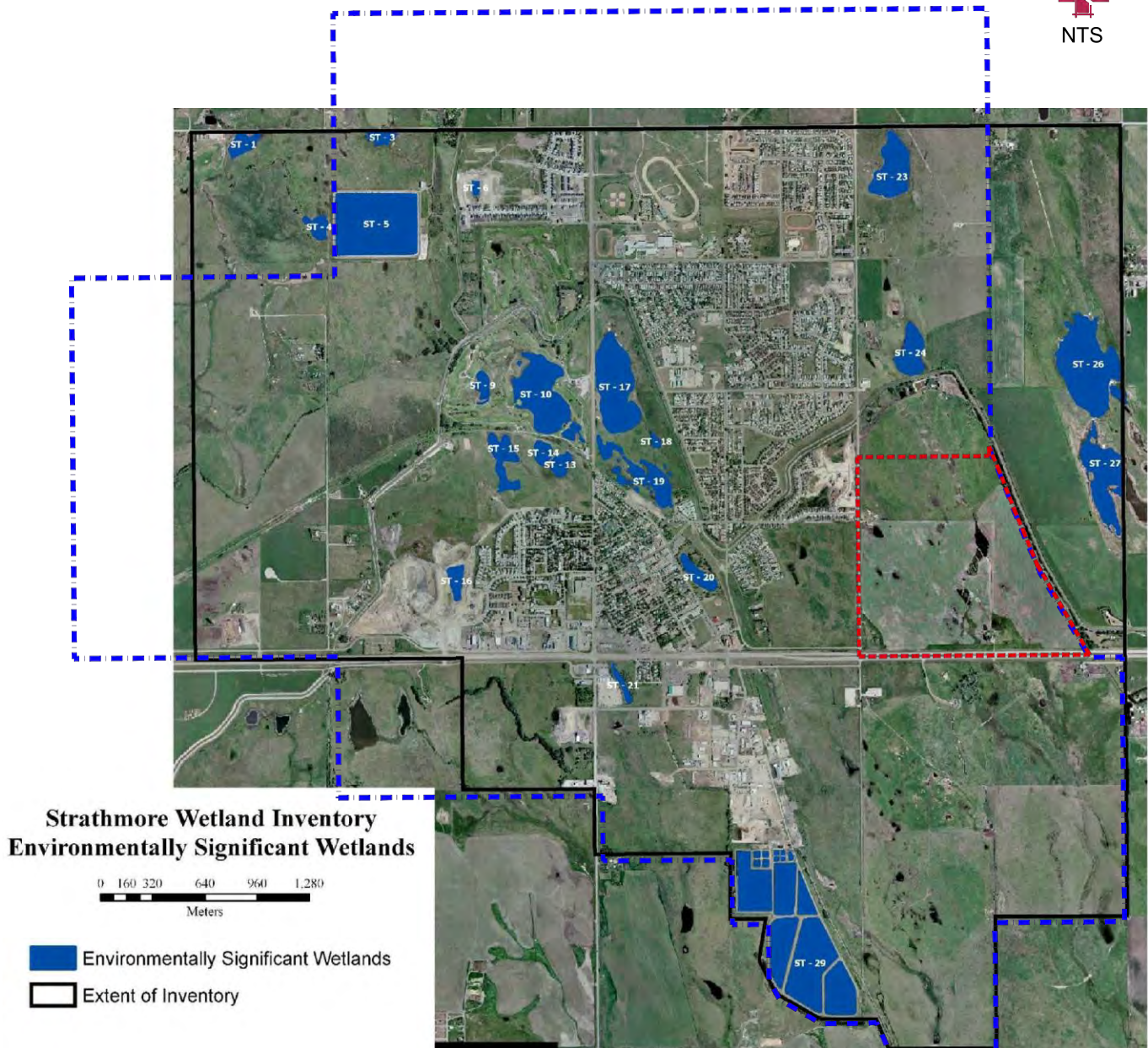
### ***Biophysical Impact Assessment***

A Biophysical Impact Assessment (BIA) was completed for the Plan Area by Sweetgrass Consultants Ltd, July 2011. The assessment indicates that greater than 85% of the Plan Area is disturbed or non-native habitat. The remainder of the Plan Area is comprised of wetlands, many of which have been degraded through agricultural land use. The Town of Strathmore Wetland Conservation Plan (2005) does not indicate any wetlands in the Plan Area as Environmentally Significant Wetlands. The BIA concludes that the effects of the future land use on regional habitat fragmentation, biodiversity and wildlife corridors will be negligible or minor.

Policy 1. Opportunities to integrate natural features into the stormwater managementsystem while maintaining or enhancing natural characteristics should be considered, where appropriate.

Policy 2. Details regarding wetland mitigation/compensation issues shall be addressed in consultation with Alberta Environment at the subdivision stage.





Source: Town of Strathmore Wetland Conservation Plan August 7, 2005

### Legend

- ..... Edgefield Area Structure Plan Boundary
- ..... Town Boundary

**Figure 3:**  
**STRATHMORE**  
**ENVIRONMENTALLY SIGNIFICANT WETLANDS**



## ***Environmental Site Assessment***

Phase 1 Environmental Site Assessments have been completed by Stantec for the Plan Area to assess if evidence of potential or actual environmental contamination exists in connection with the Plan Area, as a result of current or past activities on the site or neighbouring properties. The conclusions and recommendations of the assessments outline actions and/or any further study required upon development of the Plan Area.

Policy 1. Recommendations in the Phase I Environmental Site Assessment(s) for the Plan Area should be implemented at the subdivision stage.

Policy 2. If any buried debris, staining, or unusual odors are encountered during development, development shall cease and further assessment by an environmental consultant shall be undertaken at that time and any remediation.

## ***Geotechnical***

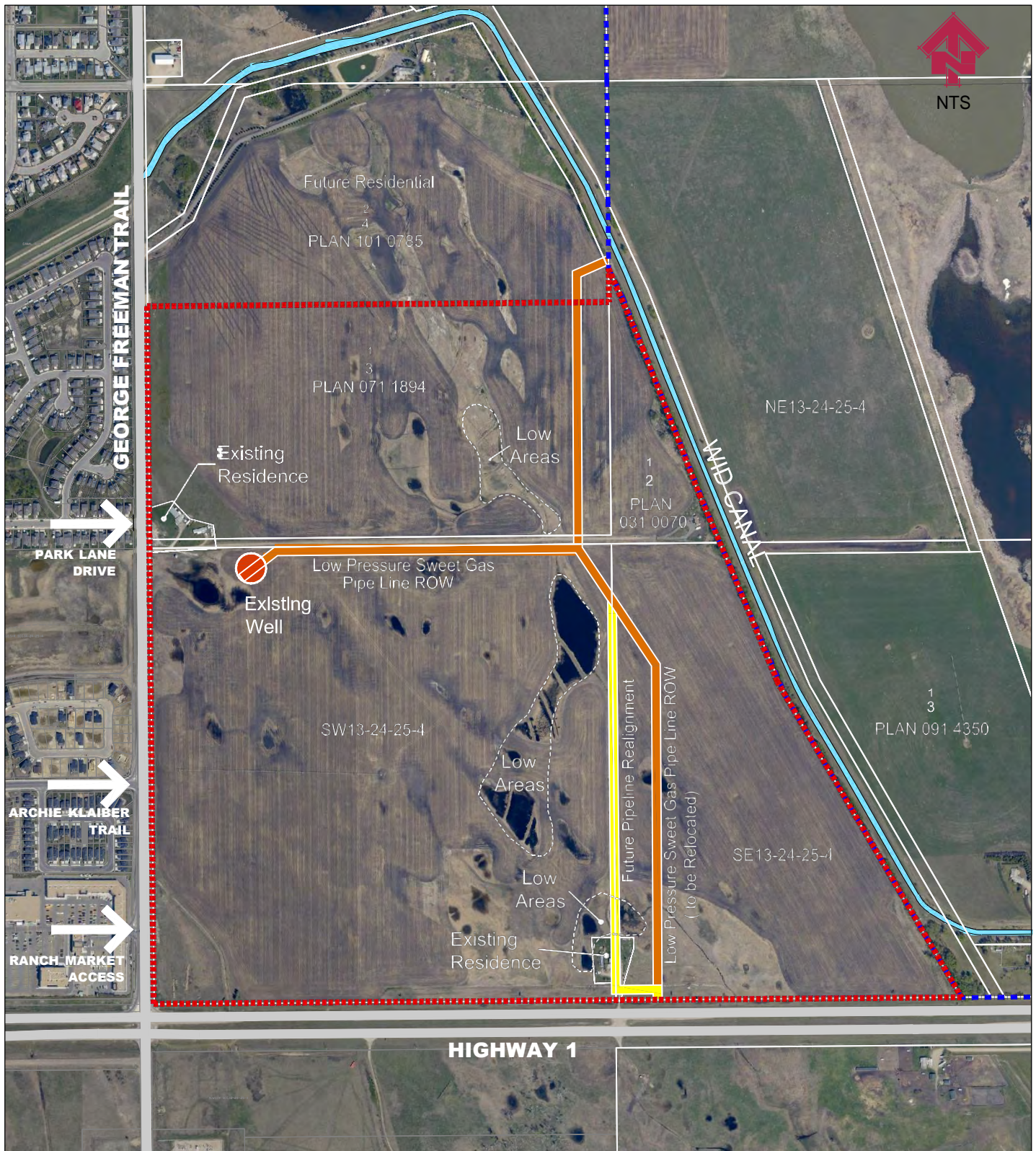
Preliminary Geotechnical Evaluations were completed by McIntosh Lalani Engineering Ltd for the Plan Area. The evaluations support the potential to develop the Plan Area for new residential and commercial development. Recommendations on particular construction practices and techniques are included in the evaluations.

Policy 1. The recommendations from the Preliminary Geotechnical Evaluations should be implemented at the subdivision stage.

## ***Historical Resources***

Historical Resource Overviews were completed for the Plan Area by Stantec. Based on the results of the historic site inventory file search and the field observations, the Plan Area has low potential for encountering intact historical resources. A Historical Resources Impact Assessment is not required for archaeology or paleontology for the Plan Area.

Policy 1. Subject to Section 31 of the Historical Resources Act, Alberta Culture and Community Spirit shall be contacted if any previously undiscovered historic resources are encountered during development.

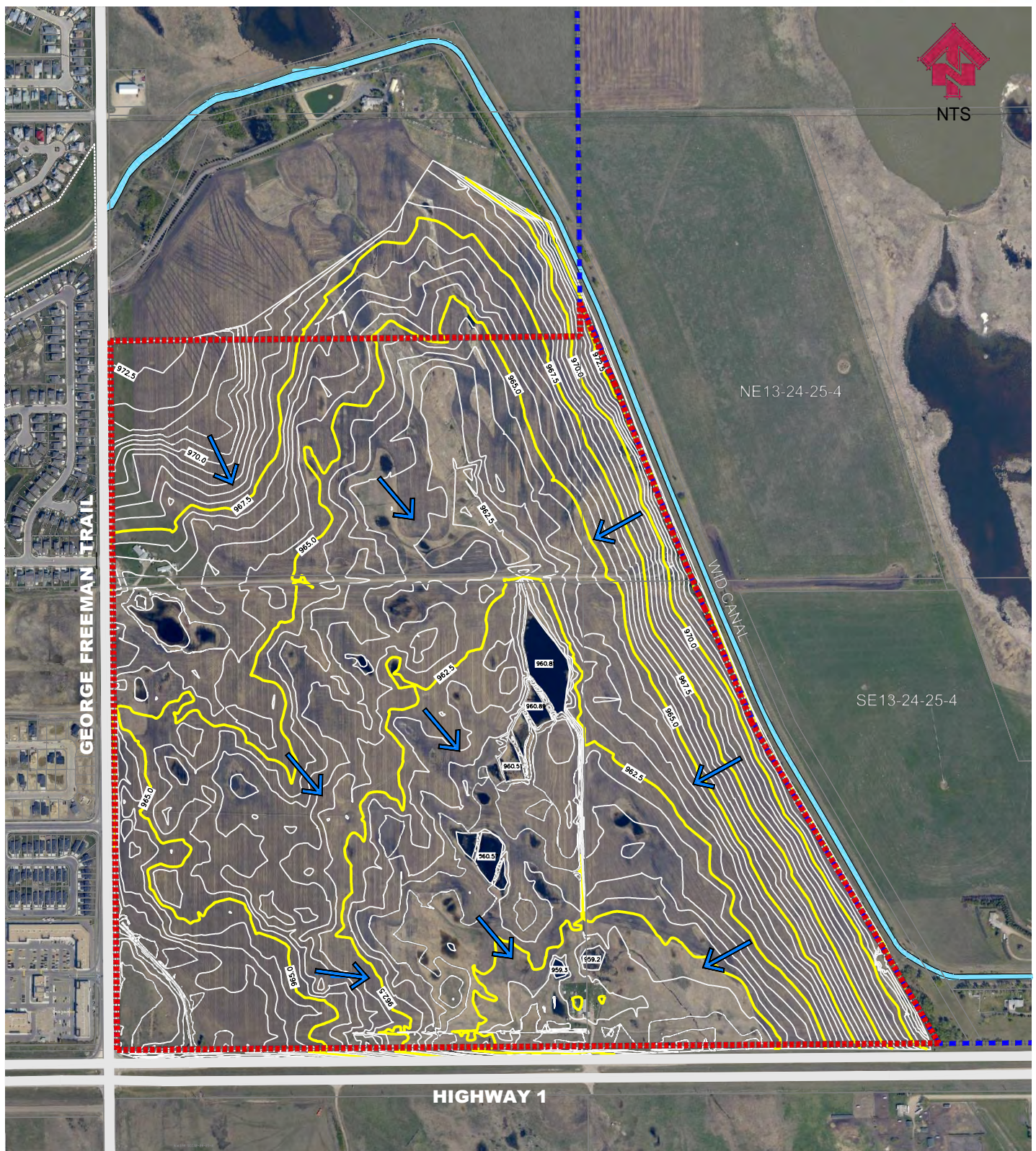


Legend



- Edgefield Area Structure Plan Boundary
- Town Boundary

**Figure 4:**  
OPPORTUNITIES  
and CONSTRAINTS





### Legend

-  Edgefield Area Structure Plan Boundary  
 Town Boundary  
 Natural Drainage

**Figure 5:**  
TOPOGRAPHY



## LAND USE

### *Vision*

Edgefield is a comprehensively planned community that incorporates a mix of uses and emphasizes connectivity to recreational, natural, social and commercial amenities and services. Edgefield may be the easternmost residential area in the Town of Strathmore but its open space and transportation network emphasize integration with other Strathmore communities and focal points while the commercial area makes Edgefield a destination for Town residents and visitors. Edgefield residents take advantage of the community's location at the edge of Town through use of the linear open space that runs along the WID canal offering views of the agricultural fields beyond to the east in a calm and quiet setting.

A green network threads through the community offering open space links to the range of active and passive recreational amenities including parks, playfields, the central integrated wetland and pond amenity and the WID canal. Residents walk, bike and relax around the integrated wetland and pond area in the central green corridor which is linked from all directions to Edgefield's residential and commercial areas.

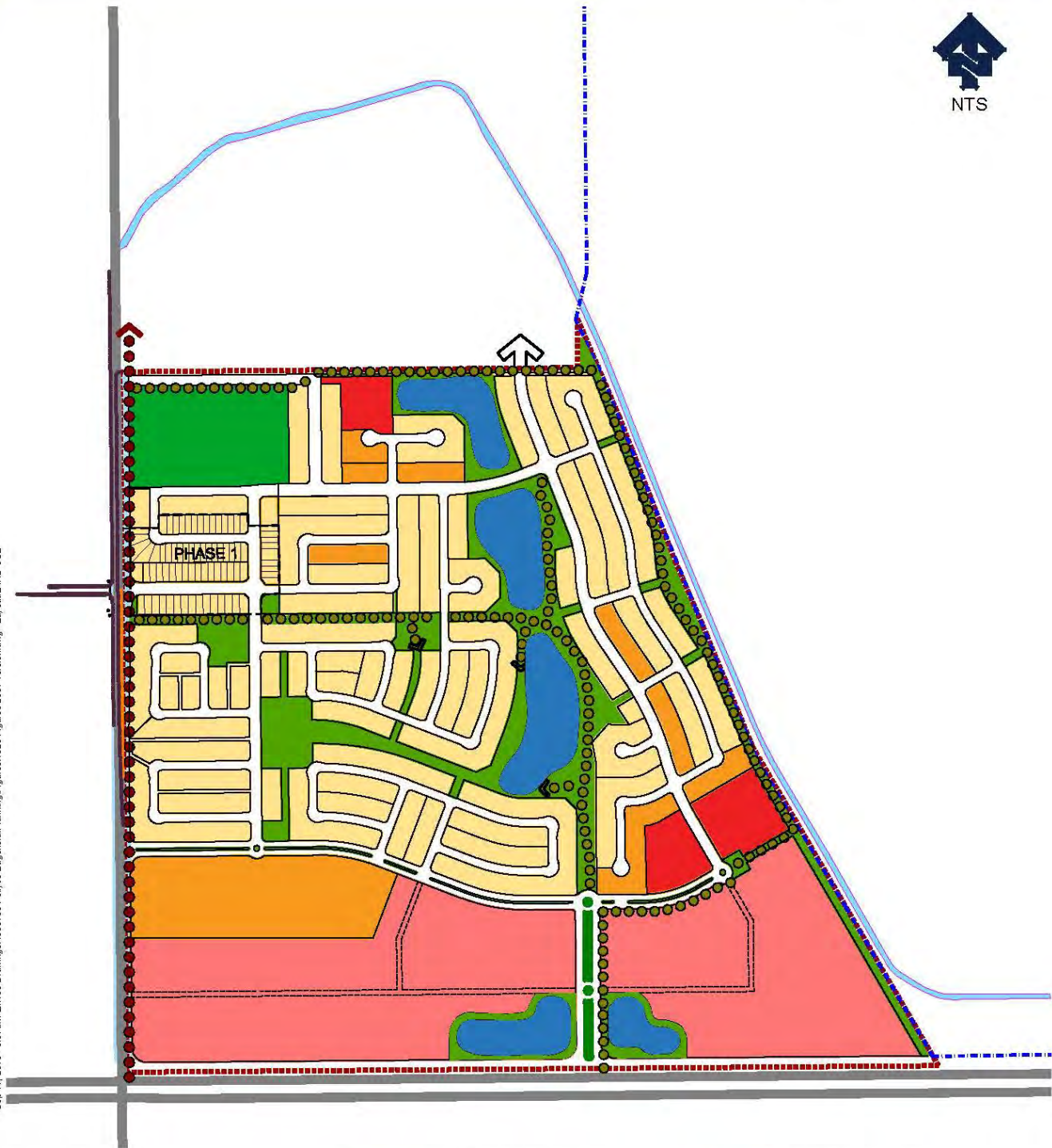
The variety of housing options makes Edgefield a community of diverse households where people can meet their changing housing needs while remaining in the community. Housing layout takes advantage of proximity to open space and provides direct connections onto these spaces. The layered system of open space, streets and sidewalks links residents to destinations and focal points within the community as well as beyond to adjacent communities and Town amenities.

The high quality buildings and variety of retail and services in Edgefield's commercial area benefits Edgefield residents as they satisfy daily needs within their own community and can choose to access these services through a variety of transportation modes.

Edgefield residents are committed to healthy lifestyles and a high quality of life based on the diversity and quality of recreational, natural, social and commercial opportunities integrated throughout the community.



Sep 11, 2015 - 8:37am Z:\400 Drawings\4630100 Pollyco Edgefield\Planning\Figures\1323 Figures 2007 version.dwg Layout LAND USE



**Legend**

- Edgefield Area Structure Plan Boundary
- Town Boundary
- Phase 1 Boundary
- Future Road Right of Way

- Low Density Residential
- Medium Density Residential
- High Density Residential
- School
- Commercial

- Open Space/Park
- Integrated Wetland/Storm Pond
- Regional Pathway
- Local Pathway/ Trail

**Figure 6:**  
LAND USE CONCEPT



## Land Use Concept

The Land Use Concept (Figure 6) illustrates the mix of land uses planned in the community of Edgefield. Housing choice is provided through both low and medium density residential forms, connected to commercial uses through a network of open spaces. Following are the land use statistics anticipated in the new community.

**Table 2A. General Land Uses**

Land Use	Area Hectares (Acres)	Percentage of Total Area
Low Density Residential	39.06 (96.5)	29.6%
Medium Density Residential	10.37 (25.6)	7.9%
High Density Residential	3.73 (9.2)	2.8%
Commercial	30.0 (74.1)	22.8%
School	4.90 (12.1)	3.7%
Open Space / Park	14.10 (34.8)	10.7%
Naturalized Storm Pond	7.78 (19.2)	5.9%
Roads	21.86 (54.0)	16.6%
<b>Total</b>	<b>131.81 (325.7)</b>	<b>100%</b>

**Table 2B. Land Use by Quarter Section**

Land Use	Section 13 Township 24 Range 25 W4M									
	NW 1/4		NE 1/4		SW 1/4		SE 1/4		TOTAL	
	Ha	%	Ha	%	Ha	%	Ha	%	Ha	%
Low Density Residential	14.01	41.3	2.66	62.1	18.30	28.7	4.09	13.7	39.06	29.6
Medium Density Residential	1.53	4.5	0.04	0.9	6.29	9.9	2.51	8.4	10.37	7.9
High Density Residential	0.97	2.9	0	0	0	0	2.76	9.2	3.73	2.8
Commercial	0	0	0	0	16.96	26.6	13.05	43.7	30.01	22.8
School	4.90	14.4	0	0	0	0	0	0	4.90	3.7
Open Space/ Park	2.37	7.0	0.93	21.7	7.79	12.2	3.01	10.1	14.10	10.7
Naturalized Storm Pond	3.19	9.4	0	0	3.74	5.9	0.85	2.8	7.78	5.9
Roads	6.96	20.5	0.65	15.2	10.68	16.8	3.57	12.0	21.86	16.6
<b>TOTAL</b>	<b>33.93</b>	<b>100%</b>	<b>4.28</b>	<b>100%</b>	<b>63.76</b>	<b>100%</b>	<b>29.84</b>	<b>100%</b>	<b>131.8</b>	<b>100%</b>

## Residential

The residential component of Edgefield is located east of the existing residential development across George Freeman Trail. It is comprised of Low and Medium density residential development that provides a variety of housing forms. The housing mix will meet the housing needs of a range of household types. Residential development is integrated with the open spaces to provide convenient access to recreational features and to maximize views onto open space. Refer to **Figure 6 – Land Use Concept**.

**Low Density Residential** - is comprised of a variety of single-detached housing sizes on large and narrow lots, and semi-detached housing. Laned and laneless lots for each housing form will be incorporated.

**Medium Density Residential** – includes street townhouses and comprehensive townhouse and stacked townhouse forms. Street townhouses are three or more side by side units fronting on a street. Comprehensive townhouse and stacked townhouses refer to buildings of attached units comprehensively planned on a multifamily designated site. Comprehensive townhouse development is strategically located near the commercial uses to encourage multifamily residents to take advantage of the nearby commercial uses through more frequent but shorter trips by active transportation modes to satisfy their daily needs.

**High Density Residential** – includes apartments. This Area Structure Plan was amended in 2015 to enable the dedication of a school site. This adjusted the amount of land allocated for various purposes and resulted in a reduction of the lands allocated to Low Density Residential development. To compensate for this dedication, a total area of 3.73 ha is proposed for “high density residential development”. The result is a net residential density of 31.54 dwelling units per ha.

**Table 3. Residential Density and Population**

Developable Area	Area		Units Per Ha	Units	People Per Unit	Population
	Ha	Ac				
Low Density Residential	39.06	96.5	21.25	831	2.6	2161
Medium Density Residential	10.37	25.6	50	519	2.6	1350
High Density Residential	3.73	9.2	87.5	327	2.6	851
TOTAL	53.16	131.4	31.54*	1677	2.6	4362

\*This is the average overall density for the total area.

Policy 1. The residential area shall include a range of low and medium density housing forms.

Policy 2. Low density residential forms will be the predominant housing type within the Plan Area.

Policy 3. Low density residential area should include a variety of single-detached housing sizes, including large and narrow lots, and semi-detached housing form.

Policy 4. Medium density residential area should include multifamily development in street townhouse and comprehensively planned townhouse and/or stacked townhouse forms.

Policy 5. The ASP area shall achieve an overall residential density of 19.7 to 24.7 units per hectare (8 to 10 units per gross acre).

Policy 6. Comprehensively planned medium density residential areas should be located near the commercial use area.

Policy 7. The developer shall maintain a high quality of design and finishing materials in the Residential Area by preparing and implementing Architectural Control Guidelines.

## **Commercial**

The Commercial Area will accommodate commercial developments of various building and use sizes that service the regional and local markets. The Commercial Area is focused along the Highway 1 commercial corridor. Refer to **Figure 6 – Land Use Concept**. As Strathmore is a regional service centre, larger regional commercial tenants will draw from the Town's large trading area. Medium and smaller size commercial uses, including local businesses and services, can locate in the area and will benefit from the draw of the large anchor tenants.

Policy 1. The Commercial Area should accommodate a range of commercial use sizes of a regional and local nature.

Policy 2. The Commercial Area shall be sited and buildings designed to sensitively interface with the Residential Area. The interface design shall incorporate landscaping, fencing, high quality building materials or design features.

Policy 3. Pedestrian circulation shall be accommodated within the Commercial Area via defined walkways.

Policy 4. The developer shall maintain a high quality of design and finishing materials in the Commercial Area by preparing and implementing Architectural Control Guidelines.

Policy 5. A full turns access to the Commercial Area shall align with the Ranch Market access at George Freeman Trail subject to the conditions and requirements of an approved Traffic Impact Assessment.

Policy 6. An access should be provided along Highway 1 to the Plan Area, subject to the conditions of an approved Traffic Impact Assessment and Alberta Transportation approval.

Policy 7. A commercial entry feature should be incorporated at the south and west access points of the Commercial Area to encourage commercial traffic, external to Edgefield residents, to utilize these primary commercial access points

## ***Open Space Network***

The Edgefield ASP supports the Town's mandate to promote a continued high quality of life for its residents through the provision of recreation facilities, trails, parks and open space. A network of open space spans Edgefield incorporating parks, playfields, and naturalized storm ponds. These areas are connected by a significant network of linear open space with pathways and trails. Refer to **Figure 7 – Open Space Network**. This network supports healthy lifestyles by encouraging walking and cycling for recreational purposes as well as transportation mode of choice to destinations in the community and beyond.

Edgefield's open space network connects the community's various open space areas and commercial destinations and also integrates and completes links to the town system. The main north-south open space corridor incorporates naturalized storm ponds and is the focal point of the open space system. This corridor provides convenient access to the Commercial Area for Edgefield residents and permeability of the Residential Area through the linear open space links in all directions, including to the future residential area immediately north.

The secondary north-south open space corridor runs along the canal for residents to enjoy the vistas east to the agricultural fields. This open space link should continue beyond the Edgefield boundary into the adjacent community to the north and further to connect with the Town's open space network featured along the canal.

A regional pathway connection along George Freeman Trail connects with the existing and future regional system. Local pathways and/or trails will be incorporated throughout the open space network particularly through the linear open spaces.

Policy 1. A variety of open spaces, including tot lots, playfields, and naturalized storm ponds shall be connected by a system of linear open space.

Policy 2. A pathway system comprised of Regional Pathway, Local Pathway and Trails shall be incorporated in the open space network to enhance pedestrian and cyclist circulation.

Policy 3. The Regional pathway shall be constructed within the George Freeman Trail right of way.

Policy 4. Municipal and School Reserves shall be at least 10% of the Plan Area.

Policy 5. Naturalized storm ponds, including natural features, bioretention and stormwater facilities should be designed into the open space system to enhance the quality of stormwater and provide passive recreation and social spaces.

Policy 6. The low-pressure sweet gas pipeline right-of-way should be incorporated in linear open space and soft landscaped, where possible.

Policy 7. The setback area, beyond the restricted fenced area, around the sweet gas wellhead should be incorporated as public open space and soft landscaped.





### Legend

- Edgefield Area Structure Plan Boundary
- - - - - Town Boundary

- Open Space/Park
- Storm Pond
- Regional Pathway
- Local Pathway/Trail

**Figure 7:**  
OPEN SPACE NETWORK

## TRANSPORTATION

### *Transportation Overview*

The transportation network and street standards are illustrated in **Figure 8 – Transportation**. Edgefield is bound by the WID canal on the east therefore the west and south access points are important in providing connectivity for the community. Three access points are identified from George Freeman Trail in alignment with existing accesses from the existing residential and commercial development to the west.

Primary access to the residential area is from the two access points along George Freeman Trail aligned with Park Lane Drive and Archie Klaiber Trail. These entry streets incorporate landscaped boulevards and medium and low density, street-oriented housing to frame the streets.

Collector road connections will extend into the Edgefield Residential Area. Community roads will incorporate sidewalks as per Town road standard specifications to create a comprehensive sidewalk, pathway and trails system.

Direct access points to the Commercial Area from George Freeman Trail and Highway 1 service commercial traffic from areas outside of the community. Traffic calming measures along the north-south access road from Highway 1 will discourage commercial traffic from traveling beyond the Commercial Area into the Residential Area of Edgefield. Edgefield residents will connect to the Commercial Area through the comprehensive pathway and sidewalk network and residential road system.

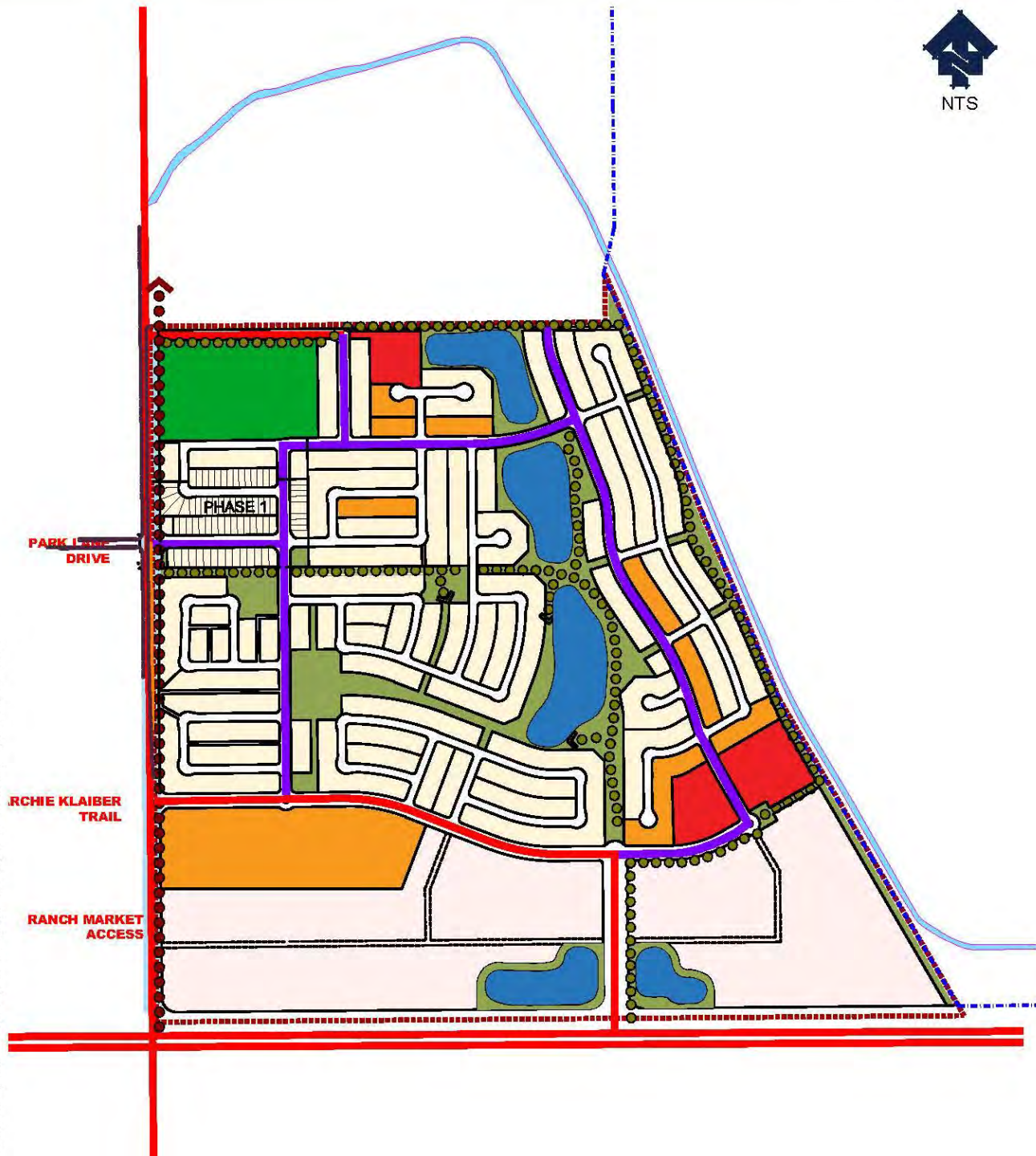
Policy 1. Roads will be designed and built as per Town of Strathmore road standards.

Policy 2. Three access points to the Edgefield ASP area shall align with the existing access points along George Freeman Trail; Park Lane Drive, Archie Klaiber Trail, and Ranch Market access.

Policy 3. A 40 metre road widening right of way shall be dedicated along George Freeman Trail and the Edgefield ASP. Should the actual required road allowance be determined as less than 40 metres, then the road dedication from the Edgefield ASP may be reduced and the surplus land will be returned to Edgefield for inclusion in the lots along George Freeman Trail, or returned as additional Municipal Reserve.

- Policy 4. An access should be provided to the Plan Area from Highway 1 between George Freeman Trail and the eastern edge of the Edgfield ASP area, subject to Alberta Transportation approval.
- Policy 5. Traffic calming measures should be incorporated into the design of the Minor Arterial road from Highway 1 to the Residential Area Collector Road.
- Policy 6. Additional access to the Commercial Area from Archie Klaiber Trail alignment along the north boundary of the Commercial Area shall be provided subject to the conditions of an approved Traffic Impact Assessment.
- Policy 7. Emergency access shall be provided to the future residential lands north of the Plan Area.
- Policy 8. The Regional pathway, Local pathway and Trails shall be incorporated in open space areas to enhance permeability of the community and to connect to sidewalks.
- Policy 9. Potential for a future road extension east of the Minor Arterial, Archie Klaiber Trail alignment, should be provided as a protected road right-of-way. The road right-of-way shall be an open space area, not included in Municipal Reserve calculations, until such time that the Town undertakes construction of this section of the road and a WID crossing.
- Policy 10. Each residential subdivision and commercial subdivision or development application received shall require an updated assessment of the transportation capacity at Highway 1 for approval by both the Town and Alberta Transportation.





**Legend**

- Egdefield Area Structure Plan Boundary
- Town Boundary

- Expressway
- Major Arterial
- Minor Arterial
- Collector Road

- Regional Pathway
- Local Pathway/ Trail

\* Notes: All other roads to be Residential Standard

**Figure 8:**  
TRANSPORTATION CONCEPT

## Servicing

### ***Servicing Overview***

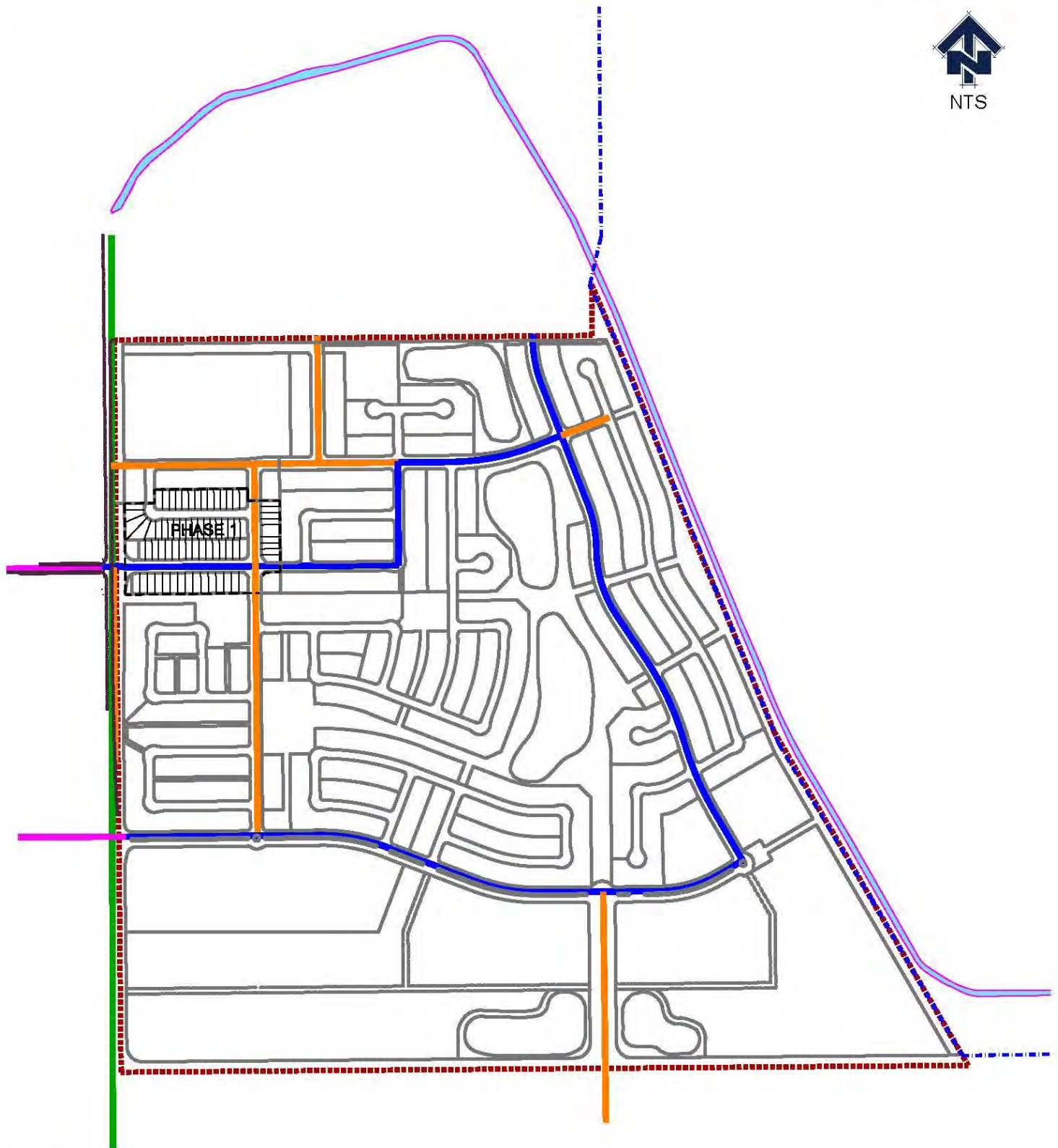
Part 1 of the Functional Servicing Report (FSR) has been submitted in support of this application to the Town of Strathmore. It outlines on-site and off-site servicing requirements. Part 2 of the Functional Servicing Report will be required at the Pre Subdivision Phase to provide further servicing requirements. The FSR has been prepared in accordance with the Town of Strathmore Master Servicing Study Annexation 2006 (Master Servicing Study).



## **Water Servicing**

The Water Servicing Concept is in accordance with the Master Servicing Study. Water servicing for the subject lands will utilize two existing water main connections. One connection will be located at Archie Klaiber Trail and George Freeman Trail and the other connection at Park Lane Drive and George Freeman Trail. In the future, these mains will be connected to the transmission main within George Freeman Trail. The location of water main connections and water main sizing is identified in **Figure 9**. Water mains in residential roads and the commercial area will be sized and modeled in Part 2 of the Functional Servicing Report at Pre Subdivision Stage.

- Policy 1. The water distribution system for the Plan Area should be generally designed in accordance with the Town of Strathmore Master Servicing Study Annexation 2006 and Part 1 of the Functional Servicing Study.
- Policy 2. Part 2 of the Functional Servicing Study shall be prepared at Pre Subdivision Stage.
- Policy 3. The water distribution system shall be designed in accordance with the most recent standards and specifications of the Town of Strathmore and Alberta Environment.
- Policy 4. All material used in the development shall be new and in compliance with the most recent standards and specifications of the Town of Strathmore and Alberta Environment.



**Legend**

- ..... Edgefield Area Structure Plan Boundary
- - - - - Town Boundary

- Existing 250mm Water Main
- Proposed 300mm Water Main
- Proposed 250mm Water Main
- Future Water Main

**Figure 9:**  
WATER SERVICING CONCEPT  
Page 301 of 339

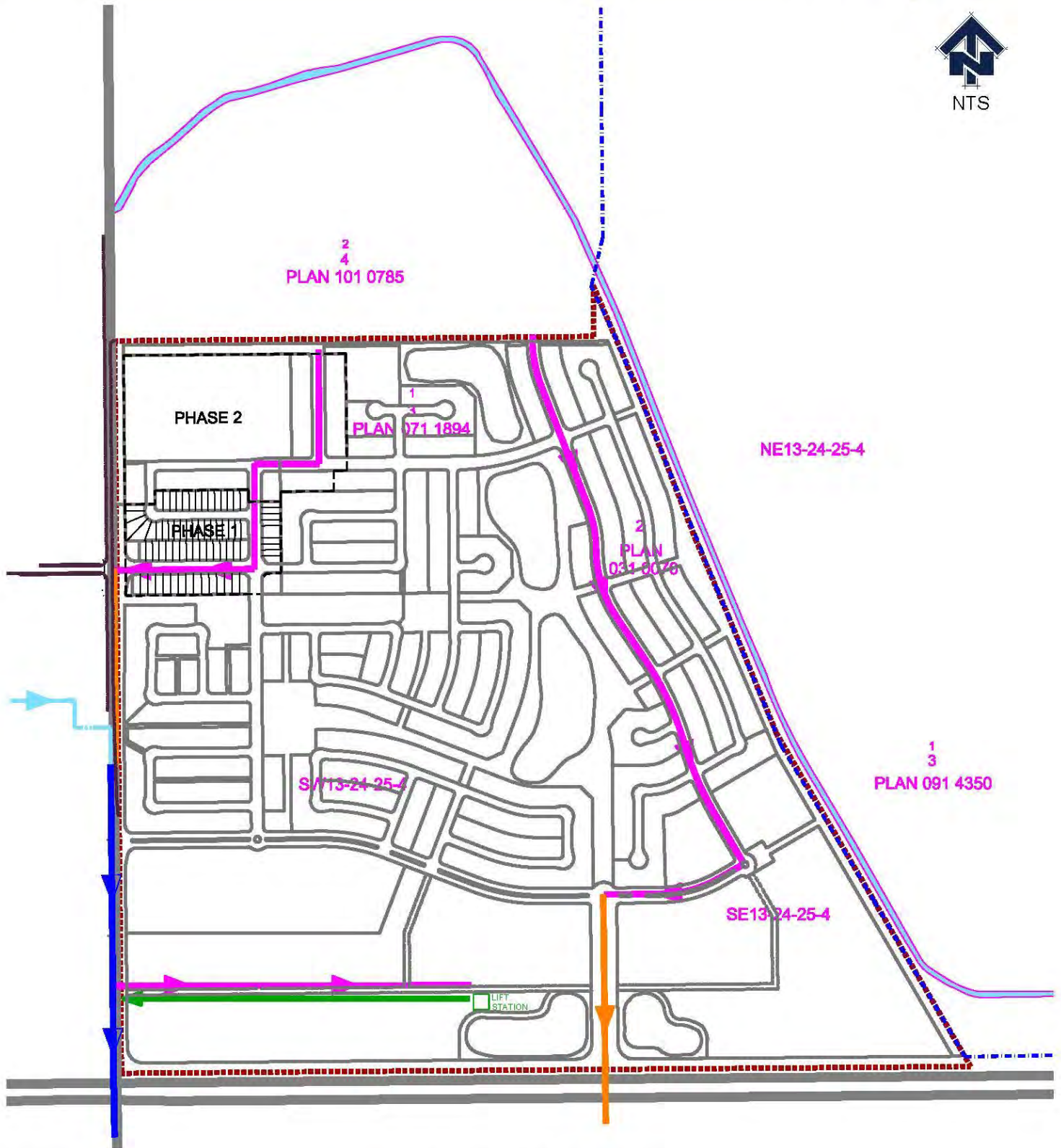
## ***Sanitary Sewer and Wastewater Servicing***

Sanitary servicing for Edgefield will be provided by three connections (refer to **Figure 10**). The first sanitary connection will utilize an existing 450 mm diameter sanitary main in George Freeman Trail north of Archie Klaiber Trail. The second connection is at George Freeman Trail at the entrance for Ranch Market. The third connection is a proposed sanitary sewer located at the south east corner of the subject lands that crosses under Highway #1 as per the Master Servicing Study.

The first stages of development will connect to the existing 450mm sanitary sewer in George Freeman Trail and the contributing areas of NW ¼ 13-24-25-W4 in the Plan Area and SW ¼ 13-24-25-W4 that are able to be serviced by this connection will be based on the Ranch Phase One Development Agreement. The remaining Plan Area will connect to the proposed 750 mm sanitary sewer located at the south east corner of the subject lands. The 750 mm sanitary main is oversized to receive sanitary flows from lands north of Edgefield.

- Policy 1. The sanitary sewer and wastewater distribution system for the Plan Area shall be designed in accordance with the Town of Strathmore Master Servicing Study Annexation 2006 and Part 1 of the Functional Servicing Study.
- Policy 2. As per the Ranch Phase One Development Agreement, an area up to 16.3 hectares of contributing area shall be serviced through a connection to the existing 450 mm diameter sanitary main in George Freeman Trail. The contributing area of NW1/4 13-24-25-W4 within the Plan Area shall be up to 3.8 hectares and 12.5 hectares from SW1/4 13-24-25-W4.
- Policy 3. Sanitary connection to George Freeman 450 mm sanitary main shall be by gravity. Temporary or private non-gravity options may be considered at the discretion of the Town.
- Policy 4. All material used in the development shall be new and in compliance with the most recent standards and specifications of the Town of Strathmore and Alberta Environment.





**Legend**

- ..... Edgefield Area Structure Plan Boundary
- - - - - Town Boundary

- Future 450mm Sanitary Main
- Existing 450mm Sanitary Main
- Proposed Sanitary Main
- Proposed Lift Station and Forcemain
- Proposed 525mm Sanitary Main

**Figure 10:**  
**SANITARY SEWER**  
**and WASTEWATER CONCEPT**  
 Page 303 of 339

## **Stormwater Servicing**

Stormwater servicing for the subject site will be provided by gravity mains to several storm ponds throughout the site. The concept is illustrated on **Figure 11 – Stormwater Management Concept**. Drainage from the Plan Area will be directed to Eagle Lake Pond 6 to be conveyed by a surface ditch. Stormwater management facilities will be employed as end-of-pipe systems to control the discharges to Eagle Lake Pond 6 as well as to reduce runoff volumes through evaporation and reuse of stormwater. The integration of wetlands into the stormwater management system will be considered at the detailed design stage.

- Policy 1. The details of the storm ponds including volumes, size and discharge rate will be determined in Part 2 of the Functional Servicing Study at Pre Subdivision Stage.
- Policy 2. The stormwater management system for the Plan Area should be generally designed in accordance with the Town of Strathmore Master Servicing Study Annexation 2006 and Part 1 of the Functional Servicing Study.
- Policy 3. Discharges from the Plan Area should be conveyed to the Eagle Lake drainage system, subject to a long term agreement between the Town and the Western Irrigation District.
- Policy 4. Best Management Practices should be implemented to retain runoff on site, control runoff discharges and to reduce pollutants to meet Provincial requirements. This should include reuse of stormwater from the on-site stormwater management facilities.
- Policy 5. On-site storm ponds shall be incorporated to control the discharges. These facilities will provide storage for stormwater reuse and to facilitate removal of sediments and other pollutants.
- Policy 6. An integrated wetland and stormwater management system should be considered to satisfy stormwater management requirements and for wetland mitigation.
- Policy 7. Alberta Environmental Protection Stormwater Management Guidelines and the Town of Strathmore requirements, in consultation with the Western Irrigation District, shall be followed.

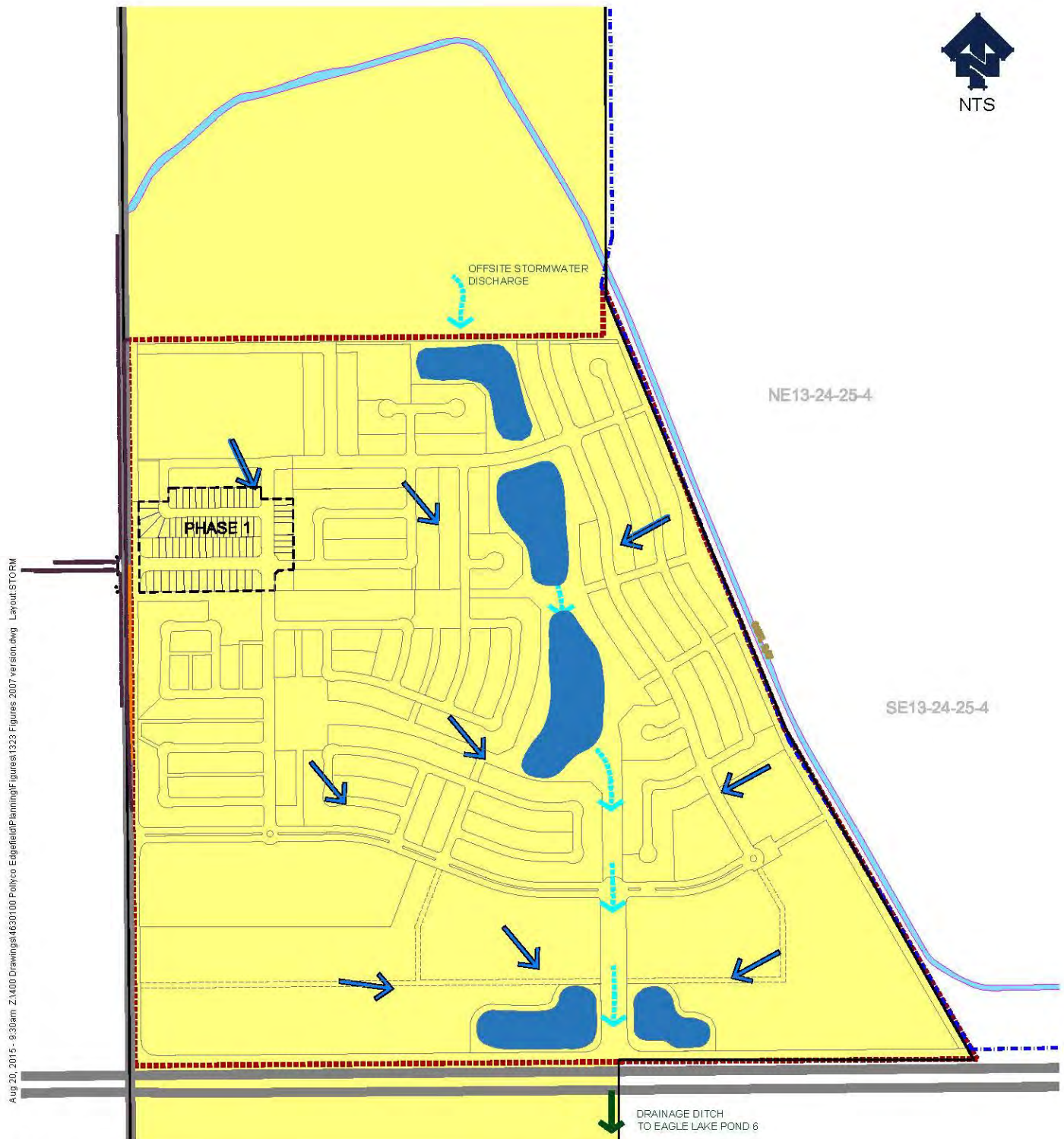


- Policy 8. The on-site stormwater facilities shall accommodate a flow through of off-site stormwater from lands north of the Western Irrigation District A Canal.

### ***Shallow Utilities***

Shallow Utilities include telephone, natural gas, electrical, internet, and cable services. The developer will be responsible for the provision of these services through individual utility companies.

- Policy 1. Detailed design of the shallow utilities shall occur at the subdivision stage of development.



**Legend**

- - - - - Edgefield Area Structure Plan Boundary
- - - - - Town Boundary

- Eagle Lake Catchment Area
- Naturalized Storm Ponds

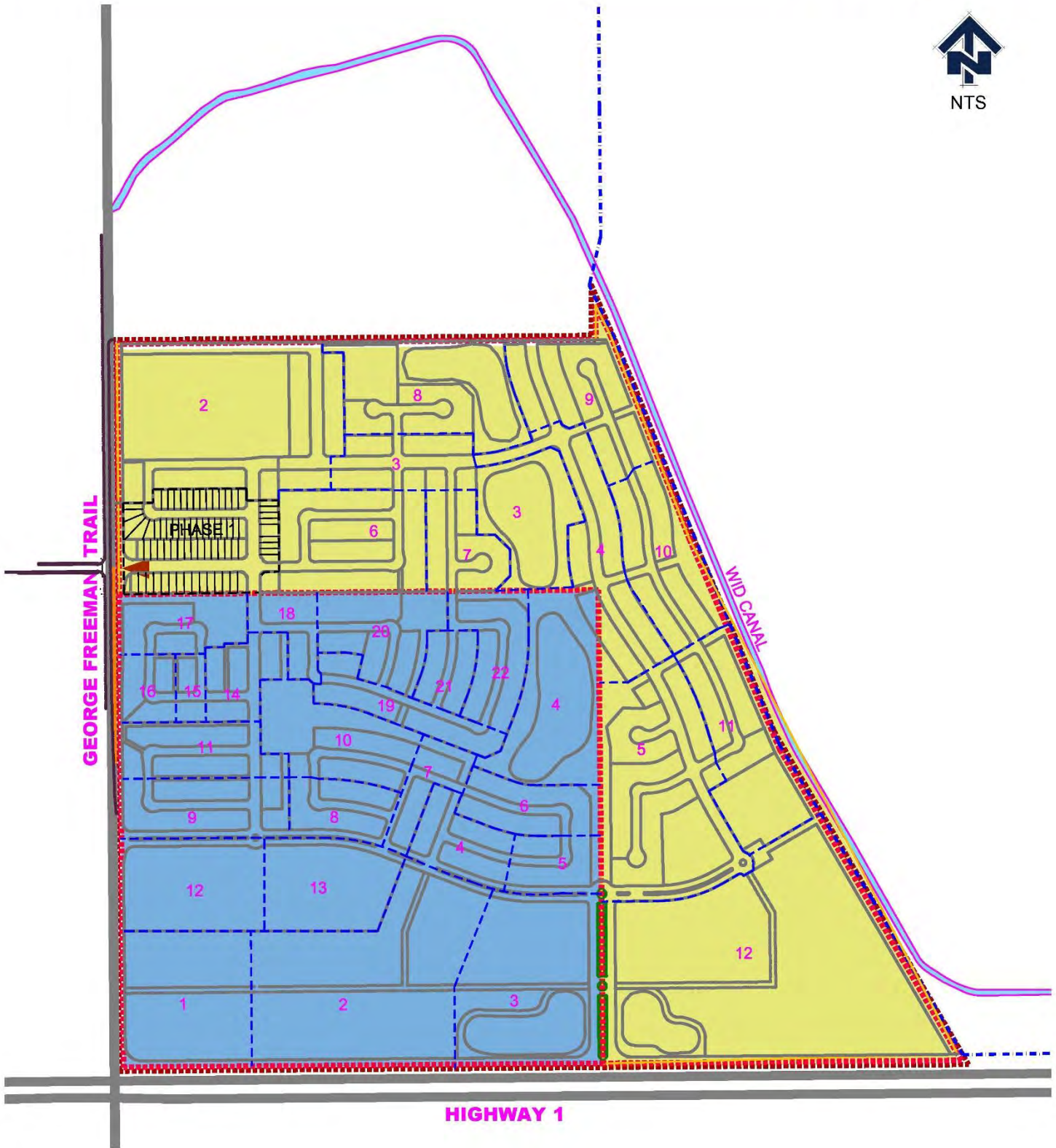
**Figure 11:**  
**STORMWATER MANAGEMENT**  
**CONCEPT**

## ***PHASING AND IMPLEMENTATION***

Development of Edgefield will be based on the efficient extension of servicing east from George Freeman Trail and land ownership considerations. It is anticipated that commercial development will begin in the west commercial cell. Residential development will also begin in the west with the extension of servicing from the Park Land Drive access and Archie Klaiber Trail. **Figure 12 –Phasing** demonstrates the anticipated direction of development.

Implementation of the Edgefield ASP will occur through the land use redesignation and subdivision process. This ASP provides the land use, transportation and servicing policy framework to guide future development approvals to achieve a phased Comprehensively Planned Community.

- Policy 1. Land use redesignation shall be approved by Council prior to commencement of subdivision and development of land.
- Policy 2. Phasing and direction of development shall respect servicing, access and ownership conditions. Any deviations from this will be in consultation with the Town, and approved by the Town.
- Policy 3. When reviewing future development applications within the Plan Area, Town Administration staff shall consider all policies contained within the Edgefield ASP.



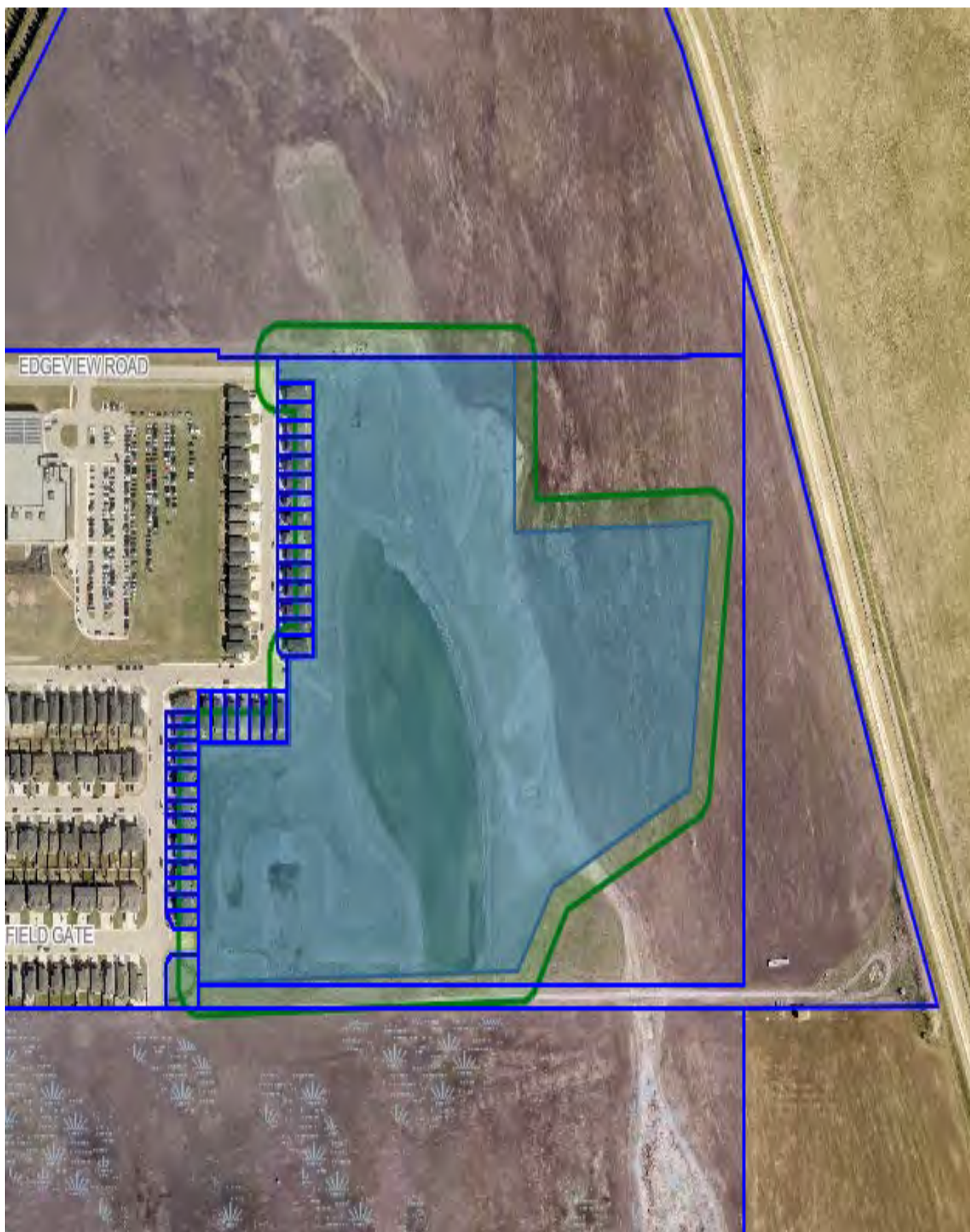
**Legend**

- ..... Edgefield Area Structure Plan Boundary
- Town Boundary

- Pollyco Ownership
- United/Rencor Ownership

**Figure 12:**  
**PHASING**







To Whom It May Concern:

Bylaw No.25-06

**RE: NOTICE OF PUBLIC HEARING – PROPOSED LAND USE BY-LAW AMENDMENT.**  
**Edgefield Phase 3, Strathmore.**

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Please be advised that the Town of Strathmore has received a Land Use By-law Amendment application on those lands described as Lot 1, Block 3, Plan 071 1894 and Lot 1, Block 2, Plan 031 007 known municipally as Edgefield Phase 3 to facilitate the development of R1N – Single Detached Residential (Narrow Lot) District, R2 – Low Density Residential District, R3M – Medium Density Modest Residential District, P1 (MR) - Public Service District. These properties are currently designated as AG – Agriculture General District in the Land Use Bylaw (LUB).

The statutory Public Hearing will be held online via ZOOM and in-person in Council Chambers, Strathmore Municipal Building, 1 Parklane Drive, Strathmore, Alberta on **Wednesday, April 16, 2025**, commencing at **7:10 p.m.** with procedures being in accordance with Section 199 of the *Municipal Government Act* and the Town's *Council Procedural By-law #23-17* and amendments thereto.

Any person or group of persons, or person acting on someone's behalf, who claims to be affected by any or all of the proposed by-law, may present their concerns and/or suggestions by making a submission at the public hearing. Please contact Legislative Services by email at **lsadmin@strathmore.ca** no later than **12:00 p.m.** on **Wednesday, April 09, 2025**, in order to register to speak at the public hearing.

Any written submissions intended for the Public Hearing, or the name of any person wishing to make an oral presentation at the Public Hearing must be received by the Town's Development Services Office prior to **12:00 p.m.** on **Wednesday, April 09, 2025**, as outlined under Bylaw #23-17 and amendments thereto. If your written submission is not received by this time, kindly ensure that fifteen copies are provided and made available for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes. Please note that written submissions will become public documents once submitted to the Town, unless otherwise requested.



A copy of proposed By-law #25-06 may be inspected by the public **Monday to Friday** during the regular office hours of **8:30 a.m. to 4:30 p.m.** at the Town's Municipal Building located at 1 Parklane Drive, Strathmore, Alberta, and can be also examined on the Council Meeting Agenda dated March 12, 2025, on the Town's website at <https://calendar.strathmore.ca/meetings>.

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

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

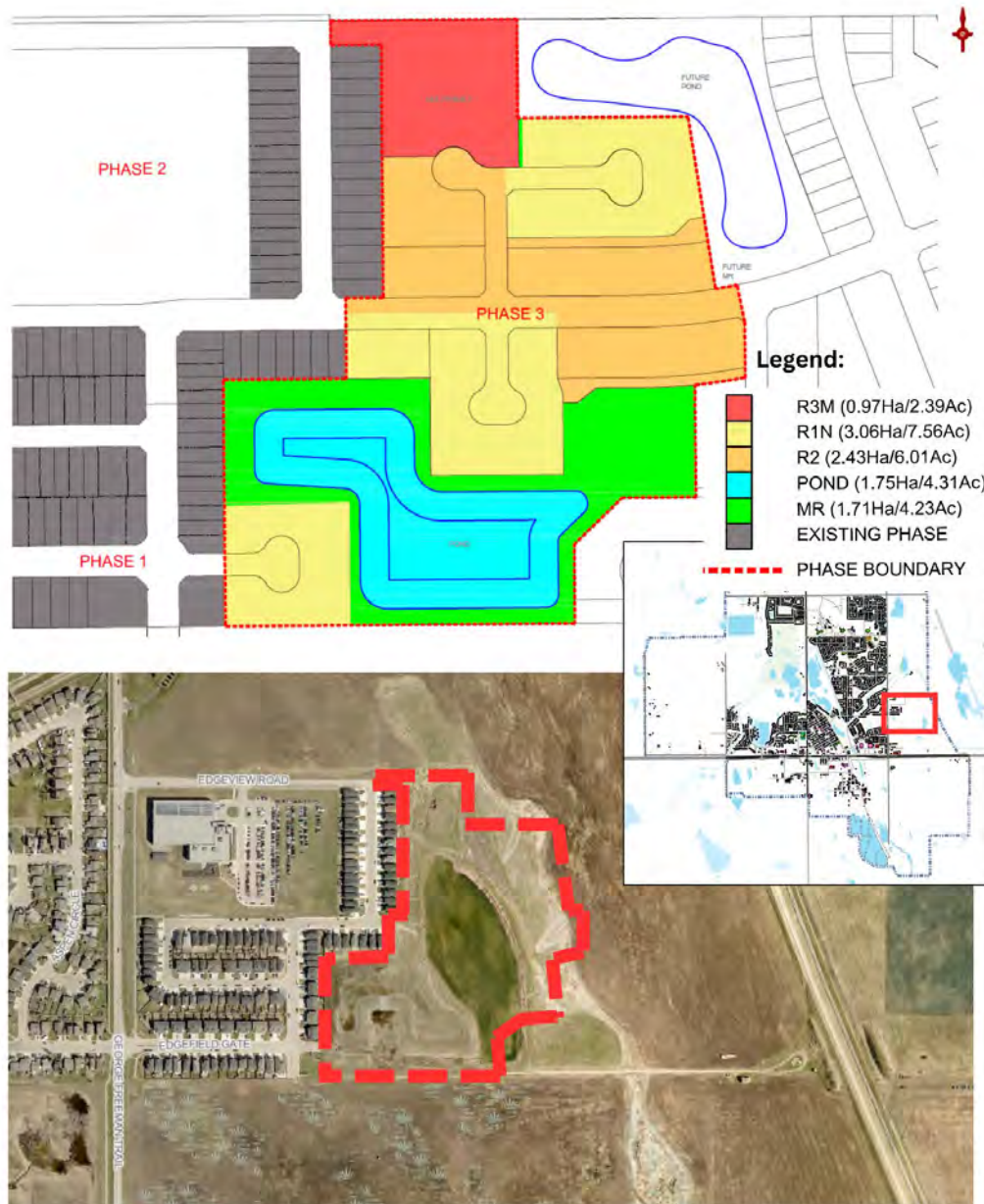
If you have any questions regarding the application, please contact the Town's Development Services Office using the contact information below or via email at [kate.bakun@strathmore.ca](mailto:kate.bakun@strathmore.ca).

Sincerely,



Kate Bakun  
Planner II





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





# Strathmore

### Upcoming Council Meetings

**March 19, 2025 | 6 p.m.**      Regular Meeting of Council  
**April 2, 2025 | 6 p.m.**      Regular Meeting of Council  
**April 9 2025 | 6 p.m.**      Committee of the Whole

### Come Say Hi

Hearing from the community is really important to us, so you're welcome at any Council or Committee of the Whole meeting. You do not need to call ahead or register to observe Strathmore Council in action. There is ample public seating and additional standing room if needed. You can also watch livestreamed meetings online as they happen, or catch up later on YouTube.

A rapid fire list of things to remember.

**Garbage, drainage, and sweeping.**

The weather is warming up, which means its time for a spring cleaning list. For more information on all the below points, check out our website, **Strathmore.ca**

Trash to Treasure (TTT) is a great time to let your unwanted items become someone elses beloved items. TTT will be from April 10-13 this year. Heavy Item Garbage (HIG) collection follows, lasting from April 14-18. Tagged items are to be placed out for collection by Monday, April 14, and picked up throughout the week. Tags can be picked up at the Municipal Building and the Library.

With spring well on its way, our overland storm drainage systems need your help. When drainage systems get blocked, we get impromptu ponds in our streets. Be sure to check your local catch basins for blockage and remove debris from the swales in your yard. You can report ditches and culverts that aren't draining by contacting us.

The weather is warming up and the streets, pathways, and boulevards are in need of a good sweeping, which is what we're doing (weather permitting). Keep an eye out for posted signs with dates and times in your area, and move your vehicle if needed. Follow our social media page for status updates and find more information on our website.

Speedy wifi? Yes please.

**Fibre Optic Expansion.**

The Town of Strathmore has partnered with Fibre Connect to expand the fibre optic main network in residential and business right-of-ways. Starting in spring 2025, Leducor Technical Services will subcontract the work to bring high-speed fibre optic access to areas of Strathmore previously without coverage. Connection to the fibre optic will be at the discretion of property and business owners.

For more information about this project or future availability of services such as high-speed internet, contact Fibre Connect directly at **info@fibreconnect.com** or **1-800-503-2731**. You can also visit our website, **Strathmore.ca/FibreOptics**

Tender and major project updates.

**Municipal tenders.**

The Municipal Tenders page has been updated with new opportunities for 2025. In accordance with Procurement Policy 1808, all tenders valued at \$75,000 or more are now available for public viewing. Visit **Strathmore.ca/tenders** to explore current opportunities.

Work on our major project, reservoir upgrades, is scheduled to begin this spring. Expect Maplewood Drive to be busy with construction, road closures, and underground infrastructure upgrades. You can stay informed on major project developments at **Strathmore.ca/reservoirupgrades**.

### Land Use Bylaw No. 25-06.

## Notice of Public Hearing.

**April 16, 2025 at 7:10 p.m.**  
**Land Use Bylaw Amending Bylaw No. 25-06**  
**Edgefield Phase 3, Strathmore**

Staff received an application for a land use redesignation (Bylaw No. 25-06) of Edgefield Phase 3 (Lot 1, Block 3, Plan 071 1894 and Lot 1, Block 2, Plan 031 007) to facilitate the development of R1N – Single Detached Residential (Narrow Lot) District, R2 – Low Density Residential District, R3M – Medium Density Modest Residential District, P1 (MR) – Public Service District. These properties are currently designated as AG – Agriculture General District in the Land Use Bylaw (LUB).

**Public Hearing Process**

A copy of the proposed Bylaws may be inspected by the public during regular office hours, 8:30 am to 4:30 pm, Monday to Friday at the Town Office (1 Parklane Drive, Strathmore, AB), or can be found on the Town website (<https://strathmore.ca/en/town-hall/public-hearings.aspx>). Please contact the Town Office if you would like an opportunity to review and provide input on the proposed amendments prior to the Public Hearing.

The Public Hearing will be held via ZOOM AND in Council Chambers, Strathmore Municipal Building, 1 Parklane Drive, Strathmore Alberta on **Wednesday, April 16, 2025**, commencing at **7 p.m.** with procedures in accordance with the Municipal Government Act, Section 199 and the Town of Strathmore Council Procedural Bylaw #23-17 and amendments thereto. Any person or group of persons, or person acting on someone's behalf, who claims to be affected by any of the proposed bylaw may present suggestions or concerns by making a submission to the public hearing. Please contact Please contact Legislative Services at **lsadmin@strathmore.ca** by noon on **Wednesday, April 16, 2025**, in order to register to present.

Written submissions to the Public Hearing or the name of any person wishing to make an oral presentation at the Public Hearing must be received by the Planning and Development Department prior to noon on **Wednesday, April 16, 2025**, as outlined in Bylaw #23-17 and amendments thereto. If your written submission is not received by this time, please provide fifteen (15) copies for distribution at the Public Hearing. Each person wishing to address Council at the Public Hearing shall complete their verbal presentation within three minutes.

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

Notice of Appeal on Development Permit D24-114.

**Notice of Hearing.**

### Notice of Appeal on Development Permit D24-114

for the

**Property Located at 4 Parklane Way, Strathmore AB**  
**Plan 9211782, Block 1, Lot 2 – Title Number 081 287 798**

**Development Permit Regarding: Eagle Heights Development**

The Subdivision and Development Appeal Board (SDAB) received a Notice of Appeal on March 3, 2025. The SDAB will hear the appeal on:

**Date(s): Thursday, March 27, 2025**

**Time: 10:00 a.m.**

**Location: Town of Strathmore Municipal Building, Council Chambers,**  
**1 Parklane Drive, Strathmore, AB**

Adjacent landowners have the right to be heard by the Subdivision and Development Appeal Board. Affected persons include people who speak in favour or against the decision being appealed.

Persons are asked to provide any written and/or visual presentations to the clerk no later than noon on **March 24, 2025**.

Please be aware that any submissions are collected for the purpose of a public hearing. By making a submission you are consenting that all information that it contains – including addresses, personal or other sensitive information – to be forwarded to the parties (e.g. municipality, appellant, applicant), the board/panel and any other person who requests to see the material.

The Development Permit Application, Notice of Decision and Notice of Appeal are available for review at the Strathmore Municipal Building, at 1 Parklane Drive during regular business hours, being 8:30 a.m. to 4:30 p.m., Monday to Friday.

Should you have any questions, please contact the undersigned at **403-934-3133** or **veronica.anderson@strathmore.ca**.

### Land Use Bylaw No. 24-22.

## Notice of Public Hearing.

**April 16, 2025 at 7 p.m.**  
**Land Use Bylaw Amending Bylaw No. 24-22**  
**712 3rd Street & Surrounding Properties**

Staff received an application for a land use redesignation (Bylaw No. 24-22) for those lands described as 710 Third Street, Plan 992HV, Block 28 , Lot 2A; 712 Third Street, Plan 992HV, Block 28, Lot 2B, Civic Address NA, Area A, Plan 0313207, and 380 Ridge Road, Plan 8510985, Block 1, Lot 3, Strathmore to facilitate the development of apartment housing and redesignation to R3 – High Density Residential District with a Direct Control District Overlay.

These properties are currently designated as CHWY – Highway Commercial District in the Land Use Bylaw (LUB). At present, apartment housing is not a listed use in this district.

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24-22. 712 3rd Street (and surrounding properties)



Proposed R3 High Density Residential District, District Overlay





2025 is an election year. While October is just over seven months away, now is a great time to start learning more.

Municipal elections are where the decisions that impact your daily life are made—choices about the roads you drive on, the parks where your kids play, and the services that keep our community strong.

Ever wonder how those decisions come to life? They’re made by people just like you—your neighbors, your friends, and maybe even you. Our town council is built on the voices of residents who care deeply about where we live, work, and grow.

Over the years, council chambers have welcomed grandfathers and their granddaughters, fathers and their sons, husbands and wives—all brought together by a shared commitment: helping Strathmore thrive.

There are four key ways you can be part of this election, and we’ll be sharing more information as we get closer to election day:

- **Register to Vote** – Make sure you’re ready to have your say when election day comes.
- **Nominate for Council** – If you’re passionate about making a difference, consider running for office. You don’t need to be a politician—just someone who wants to see our town flourish.
- **Work the election** – Elections don’t run themselves. Join the team that helps make democracy happen by signing up for an election worker role.
- **Vote** – Every vote matters. Help choose the leaders who will represent your voice at the council table.

Here are a few dates you should keep on the calendar:

- **Nomination Day Deadline:** September 22, 2025 at noon
- **Election Day:** October 20, 2025

Stay informed and be part of the process. You can learn more by visiting [Strathmore.ca/Election](https://strathmore.ca/Election).

Land Use Bylaw No. 25-06.  
**Notice of Public Hearing.**

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**24-22. 712 3rd Street**  
(and surrounding properties)

**Proposed R3 High Density Residential District,**  
**District Overlay**





FOIP Sec. 17(1)

**From:** FOIP Sec. 17(1)  
**Sent:** March 4, 2025 10:17 AM  
**To:** Kate Bakun  
**Subject:** Re: Concern Regarding Proposed Phase 3 Development in Edgefield

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

Yes, I would. Thank you.

Sent from my iPhone

On Mar 4, 2025, at 10:11 AM, Kate Bakun FOIP Sec. 17(1) wrote:

Dear Jessica,  
I hope you are doing well.  
I would like to ask if you would like your letters to be included in the official public hearing package.  
I would greatly appreciate your response.  
Thank you in advance for your time and consideration.  
Kind regards,

<image001.png>

**Kate Bakun**  
Planner II

FOIP Sec. 17(1)

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**From:** Kate Bakun  
**Sent:** February 28, 2025 11:06 AM  
**To:** FOIP Sec. 17(1)  
**Cc:** FOIP Sec. 17(1)  
**Subject:** RE: Concern Regarding Proposed Phase 3 Development in Edgefield

Dear Jessica,  
Thank you for reaching out and sharing your concerns about the proposed Phase 3 development in Edgefield. I truly appreciate the time you took to express how much the pond means to you and your neighbors. It's clear that this feature holds a special place in your community, and I understand how changes to the landscape can be deeply personal and impactful.

Please find below a response from our Manager of Infrastructure, Ethan Wilson, addressing your concerns.

The Edgefield Development previously received concerns similar to yours and with this application has made the decision to move the pond to be adjacent to some of the existing homes, rather than the originally proposed location further east. The current wet area in Edgefield is a natural low and was always intended to be temporary, the permanent pond proposed does not need to be as large and as such will abut only a portion of the homes currently in place.

Although this may not be the perfect scenario for yourself, the developer has made concessions to adjust the development plan to keep some of the natural areas the residents of Edgefield have come to enjoy. The original plan was for all the current houses to abut future houses.

This item has not yet been approved, it will go to council on March 12<sup>th</sup> for first reading, and subsequently a public hearing will be scheduled (likely early April). This Public hearing will be advertised and would be the most appropriate time for you to voice your concerns.

If you have any additional thoughts or would like to discuss this matter further, please feel free to reach out. Your input is valuable, and I will keep you informed about any updates related to this development. Thank you again for sharing your perspective.  
Kind regards,

<image001.png>

**Kate Bakun**  
Planner II

FOIP Sec. 17(1)

---

**From:** FOIP Sec. 17(1)  
**Sent:** February 26, 2025 8:05 PM  
**To:** Kate Bakun <FOIP Sec. 17(1)>  
**Subject:** Concern Regarding Proposed Phase 3 Development in Edgefield

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

Dear Kate,

I'm reaching out to express my deep concern about the proposed Phase 3 development in Edgefield. As a homeowner, I am particularly troubled by the plan to move the pond that sits directly behind my house.

The pond has become an important part of my life here. It's not only a source of beauty and scenery for me, but for my neighbors as well. In fact, it was the primary reason I chose to buy my home, as I was drawn in by the natural scenery and wildlife. I know many others in the neighborhood share this sentiment, and I believe the proposed change would seriously affect the charm and character that initially made this area so appealing to me. (If I wanted a neighbor right in my backyard, I would've moved to the city - hopefully, you get my joke!)

With that, I strongly urge you to reconsider the plan to relocate the pond and explore options to preserve its current location. One suggestion is to centralize the pond, making it a central feature of the neighborhood, much like what you see at Lakewood. It could be surrounded by walking paths, creating a communal space for everyone to enjoy, while still being easily accessible for all residents - as the final phase has it in the far back.

I truly believe that keeping the pond in its current location and thoughtfully incorporating it into the development for dual purposes (runoff and beauty) would be a significant benefit for the existing community.

Personally, I would be devastated to lose it. I skate on it with my family in the winter, slide down the hill onto it, and watch the birds, sunlight, and moonlight reflect off it. It's a special part of our daily lives, and it's hard to put into words how much it means.

I really, truly hope you will consider these concerns and look into alternative options that would allow us to keep this current beloved pond. I look forward to hearing your thoughts on this matter.

Thank you for your time and attention.

Sincerely,  
Jessica Doiron

FOIP Sec. 17(1)

**Mayor and Council**

Town of Strathmore

1 Parklane Drive,

Strathmore, AB, T1P 1K2

**Subject:** Concerns about Edgefield Phase 3 Development - Bylaw 25-06 and Subdivision Application 25S-001

**Dear Mayor and Council,**

I am writing in response to the proposed bylaw amendment (Bylaw 25-06) and Phase Three subdivision application (25S-001) within the Edgefield Area Structure Plan (ASP). While I do not oppose the development itself, I am deeply concerned about the developer's intent to fill in a significant existing wetland, a feature over 200 meters long and approximately 100 meters wide, to replace it with an unnatural looking stormwater pond.

While the Subdivision Application Notice refers to this feature as an "artificial storm pond," my argument is that, regardless of its origins, it has since naturalized into a thriving wetland. It now complements the existing wetland ecosystem within the area, supporting vegetation, wildlife, and natural hydrology. For this reason, I will refer to it as a wetland.

**Upholding the Strathmore Municipal Development Plan (MDP)**

My first appeal is to both Council and the developer to uphold Strathmore's established commitment to wetland preservation as outlined in the Municipal Development Plan (MDP), Section 2.5.3, which states:

*"Wherever possible, it is the policy of the Town of Strathmore to retain wetlands and incorporate them into the subdivision design either in the open space plan or within the stormwater management plan."*

The Edgefield ASP and the proposed bylaw/subdivision plan conflict with this policy. Also, the ASP defers wetland mitigation and compensation discussions to the subdivision stage—**and that stage is now**, and the area of Edgefield is wetland. This is the critical moment to preserve this beautiful feature, integrate it into the design, and prevent its unnecessary destruction.

**Sustainability and Engineering Considerations**

While this wetland may already act as a stormwater catchment, its ecological benefits extend far beyond water retention. Filling it in and building over appears costly and it disrupts natural hydrology, increases drainage risk, and introduces unnecessary engineering complications. Instead, bolstering its natural beauty and integrating it into the

subdivision plan aligns with cost-effective, sustainable, and environmentally responsible development.

A revised subdivision design that embraces this wetland would provide:

- Existing and natural flood mitigation while preserving ecological integrity.
- A scenic and recreational green space that appears natural and enhances quality of life for residents.
- More desirable and valuable “water-view” properties than the current subdivision layout.
- The ability to maintain the intended density of Phase Three, including options for higher-density and affordable housing while still protecting this valuable wetland.

### **Environmental and Biological Value**

At the time of the 2011 Biophysical Impact Assessment, the Edgefield wetland was not designated as "Environmentally Significant." However, 15 years have passed since that assessment, and since the development of Edgefield Phases 1 and 2, this “artificial storm pond” as noted in the Subdivision Application Notice, has naturally matured into a biologically rich and beautiful habitat. According to the Edgefield ASP, I would argue that if this wetland did not exist prior to the 2011 Biophysical Impact Assessment, then it has since naturalized, forming a legitimate wetland. Its natural appearance, sustained hydrology, presence of wetland vegetation, shallow wildlife habitat, and year-round water retention all support its classification as a functioning wetland that should be recognized and preserved.

It supports:

- Established bulrushes and natural filtration plants.
- Nesting sites for many migratory and local birds, including diving ducks, geese and birds.
- Frogs and other wildlife that rely on shallow wetlands for survival.

Given these observations, I respectfully request confirmation on whether any recent Wildlife and Vegetation Surveys, Water Act Approvals, or environmental impact assessments have been conducted to justify its removal. If no such assessments have been performed, I ask that Council pause approval of the Land Use bylaw amendment or subdivision until an updated environmental review is completed and/or plans to retain the wetland has been presented.



## **A Vision for Preservation**

This feature has already become a de facto natural park for the Edgefield neighborhood. The unfinished Edgefield St. could be used as a park entrance. Rather than erasing it, we have an opportunity to enhance and formalize it as a preserved green space. A pathway and park surrounding the wetland could:

- Improve existing recreational opportunities for residents.
- Provide an attractive community feature rather than a generic storm pond.
- Align with Strathmore's existing wetland conservation efforts, creating consistency in urban planning.

I have included photographic evidence of this wetland. The hope is to see the ecological importance and comparative size analyses of other preserved wetlands within Strathmore to illustrate that similar natural spaces have been successfully protected.

## **Impact on Homeowners & Property Values**

When I purchased my home, there was no indication of future subdivision plans that would result in the removal of this wetland. The builder, real estate sales copy, and marketing materials did not disclose any such plans. Like my neighbors, I purchased my home under the understanding that this wetland would be preserved and protected.

Beyond its environmental significance, this wetland contributes to the aesthetic and financial value of the surrounding properties. The destruction of this feature would negatively impact existing property values, homeowner expectations, and overall community satisfaction. While this issue does not outweigh the importance of preserving its natural function, it does represent a personal and financial concern for many residents in the area.

Retaining its location will also positively affect the value and view of the medium density housing proposed on the north of the subdivision and would be a great sales aspect of that planned development.

## **Grading and Embankment Concerns**

In addition to my concerns regarding wetland removal, I would like to bring attention to the embankment at the rear of properties along the northeast edge of Phase 2. With the introduction of new homes in Phase 3, proper grading and structural considerations must be taken into account.

I respectfully request that a grading assessment be conducted to ensure that the incoming properties have appropriate setbacks, drainage, and, if necessary, a retaining wall. If Council is considering approval of this or any other land use bylaw amendment and subsequent subdivision plan, I strongly urge that this steep embankment be incorporated into the final subdivision plan to prevent future structural or drainage issues.

### **Final Appeal to Council**

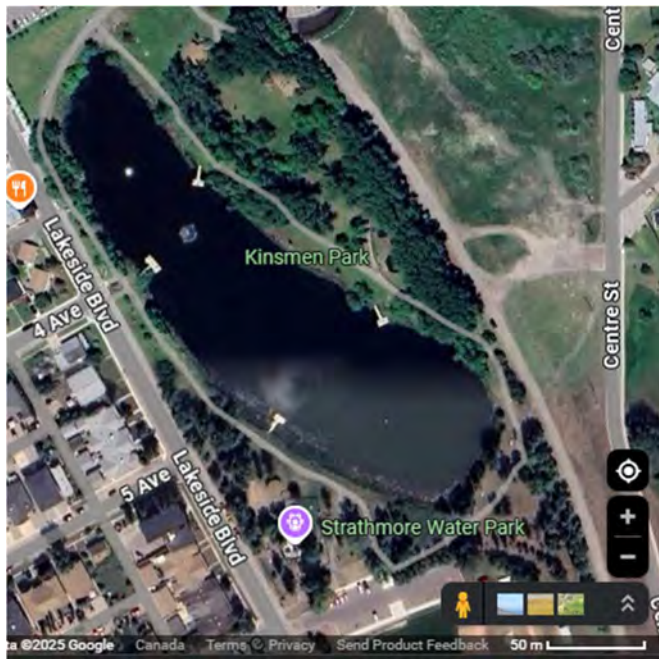
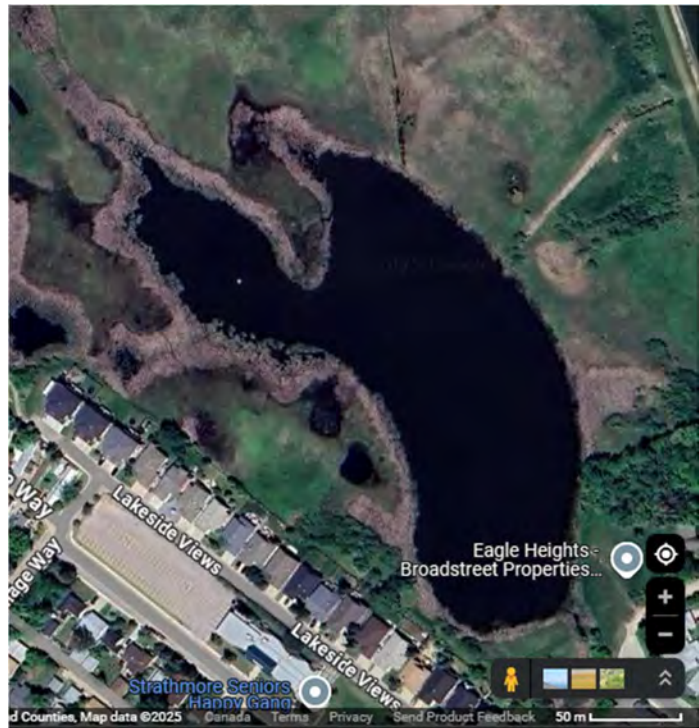
This is a pivotal moment for Strathmore's development. I urge Council to consider:

1. Requiring an updated wetland assessment before allowing its removal; and or,
2. Encouraging the developer to adjust the subdivision plan to preserve and integrate the wetland (which may require a slight boundary change to the Phase 3 subdivision to accommodate roadways around the south of the wetland); and,
3. Heavily consider the principles of the MDP to ensure responsible, forward-thinking growth to preserve and incorporate natural or naturalized features.
4. Mandating a grading assessment for the embankment area to ensure proper setbacks, land stability, and drainage solutions.

By taking action now, Strathmore can continue to grow without sacrificing its existing heritage or the trust of its residents. Thank you for your time and consideration.

Sincerely,  
Cory Adamson

Size comparison between Edgefield's Wetland feature and other Strathmore Wetland Features: (taken from Google Maps)



Images of the Wetland taken by myself:

















Dear Council,

I am a 6th grader that lives by a large pond in Edgefield Community. I just heard the news of a home developer wanting to remove the pond to develop houses and buildings. To be truthful I think it is not reasonable to build over the pond or move it.

I do not understand why they would not build around the pond somewhere else and have to worry where all the water goes.

I do not want the beauty and fun that this pond gives me to disappear. Most important to me is that it can destroy the homes and ecosystem of animals, such as birds, coyotes, weasels, rabbits and deer that I have been able to enjoy watching.

Please help the pond to stay and become a nice natural park for everyone, not only for us, but for the

animals that have established their homes  
and lives in it.

Sincerely,

A concerned 6th grader

Milton and Diane Christensen

FOIP Sec. 17(1)

Town of Strathmore

1 Parklane Drive

Strathmore, AB T1P 1K2

Attn: Development Services

Re: Bylaw No. 25-06 PROPOSED LAND USE BY-LAW AMENDMENT

Edgefield Phase 3, Strathmore

Please be advised that myself and my wife have reviewed the proposed Land Use By-law Amendment and are VERY, VERY MUCH in favour of the proposed changes providing that the proposed relocation of the pond is to be a permanent location and will not be repositioned in the future.

I'm only speaking for myself and my wife since our home will now back onto the pond, but I'm pretty sure that any of the residents in our area with homes on Edgefield Street that will now have a pond behind their property will be fully in favour as well.

Regarding the modified lot layouts to accommodate the development of R1N, R2 and R3M we support this as well since we believe it will lead to more affordable homes in our area.

Please kindly consider these comments when making your decision to accept or reject this proposal.

Sincerely,

FOIP Sec. 17(1)

Milton Christensen

FOIP Sec. 17(1)





# Bylaw 25-06

Edgefield Phase 3 | AG – Agriculture General District -> R1N – Residential Narrow Lot, Single Detached District, R2 – Low Density Residential District, R3M – Medium Density Modest Residential District, P1 – Public Service District

Public Hearing



## Bylaw 25-06

- Staff received a **LUB redesignation** of **Edgefield Phase 3**
  - Portion of **Lot 1, Block 3, Plan 071 1894**
  - Portion of **Lot 1, Block 2, Plan 031 0070**
- Redesignation from **AG** – Agriculture General District to
  - **R1N** – Residential Narrow Lot, Single Detached District,
  - **R2** – Low Density Residential District,
  - **R3M** – Medium Density Modest Residential District,
  - **P1** – Public Service District.



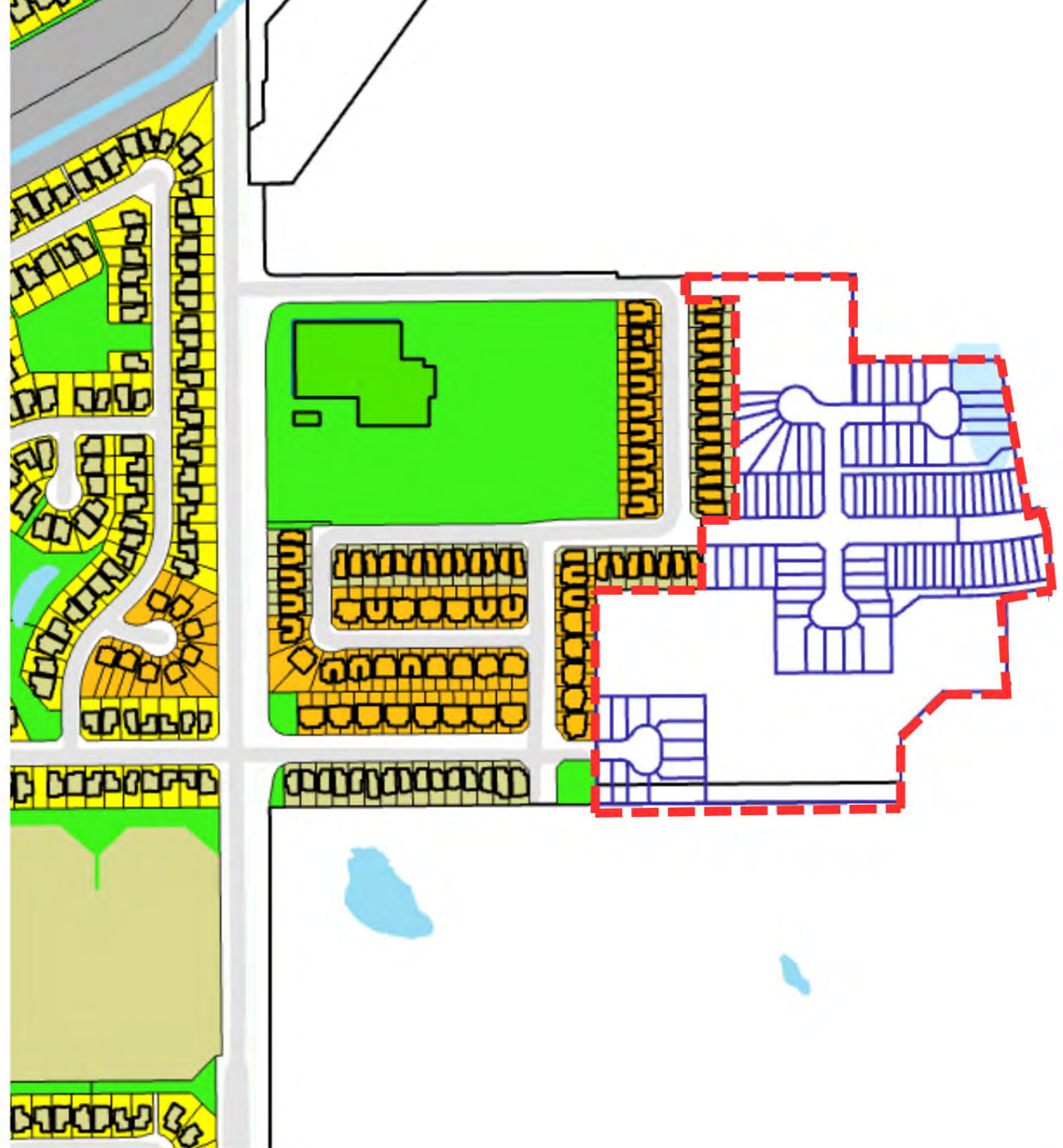
# 2

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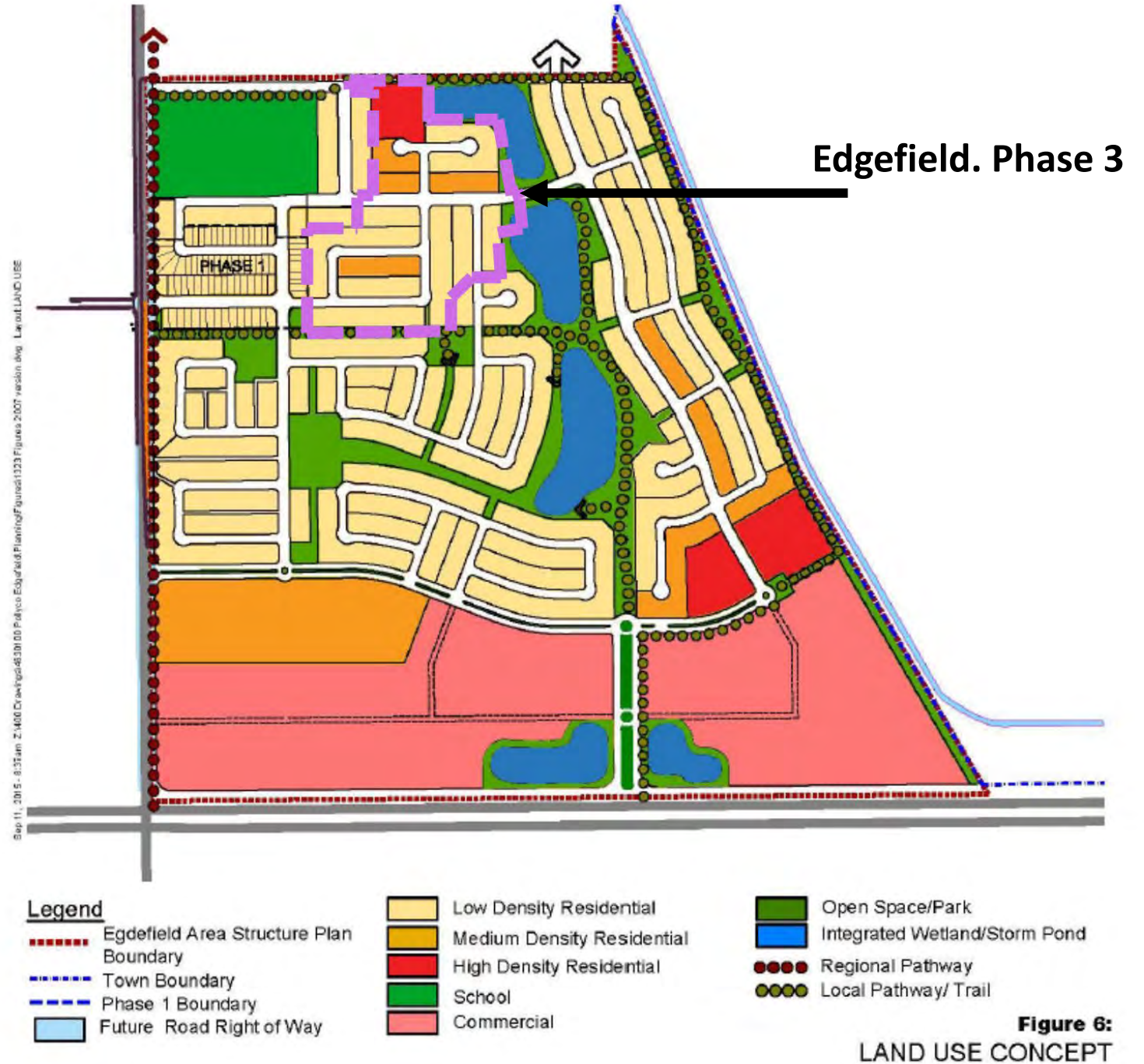
### 3

- Currently the area has a land uses
- **AG** – Agriculture General District
- **Surrounded by**
  - **R1N** – Single Detached Residential (Narrow Lot) District,
  - **R2** – Low Density Residential District,
  - **P1** – Public Service District,
  - **AG** – Agriculture General District.



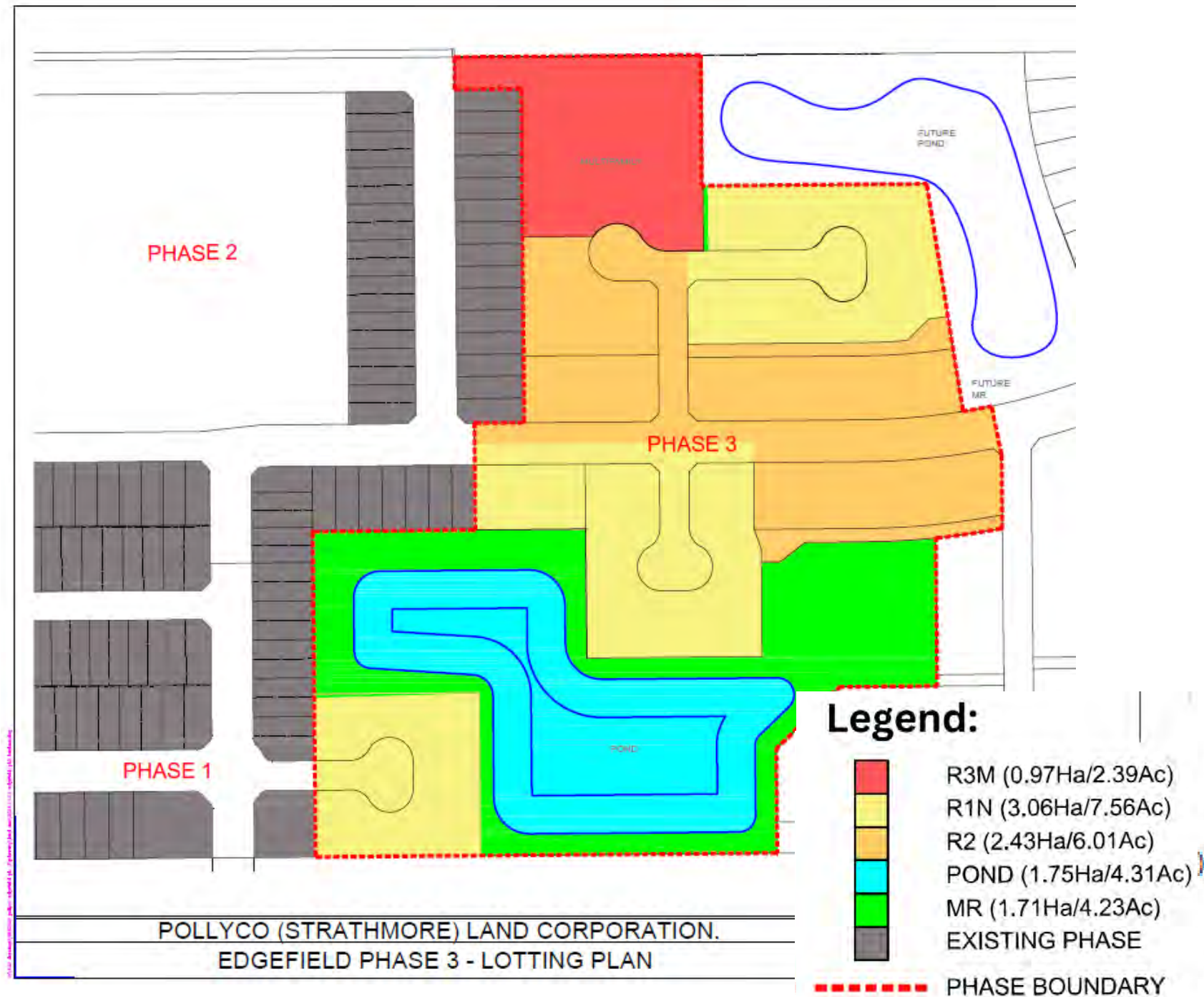


**The Edgefield Area Structure Plan  
(ASP), approved on  
February 1, 2012**





- The proposed redesignation is intended to support the development of
  - R1N** – Residential Narrow Lot, Single Detached District (*49 lots*)
  - R2** – Low Density Residential District (*50 lots*)
  - R3M** – Medium Density Modest Residential District (*1 lot*)
  - P1 (MR)** – Public Service District (*2 lots*)



## Bylaw 25-06

Recommendation:

THAT Council proceed with a Public Hearing for Bylaw No. 25-06 on April 16, 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 April 16, 2025 regarding Bylaw No. 25-06 being a bylaw to amend the Town's Land Use Bylaw No. 14-11.

**Thank you!**

### **April 7, 2025: WADEMSA Meeting Report to Council:**

1. Re: Shaw Rogers: 911: Acting CAO will be in contact with ToS CAO regarding this issue (as per motion of the Board).
2. **Chair Report:**
  - Cara Miller has been hired to work as the WADEMSA Administration Assistant
  - Union Negotiations are ongoing
3. **Interim Acting CAO Report**
  - a. Call Volumes are up by 1% year over year. 2024 1<sup>st</sup> Q =723 2025 1<sup>st</sup> Q = 752 = 1 % increase
  - b. In 2024 WADEMSA dispatched 439 calls - in 2025 WADEMSA dispatched 456 calls +3.58%
  - c. Invitation to WADEMSA Board to come visit the Dispatch Center...Councils are also encouraged to come view the Center
  - d. Town Fire personnel has stopped by unofficially to see the operation.
  - e. Acting CAO will organize a Long Service Awards evening
4. **Fire Dispatch Service Level Agreement**
  - a. Ryan met with Strathmore and Wheatland Fire Chiefs. A second rendition of the agreement was presented in DRAFT form. Much discussion ensued. The Acting CAO will provide the WADEMSA Board some additional information and discussion will resume.
5. Next meeting May 5, 2025

Respectfully submitted by Cllrs. Wegener and Peterson



April 8, 2025

I am pleased to share that today, our government tabled Bill 50, the *Municipal Affairs Statutes Amendment Act, 2025*. Bill 50 makes amendments to the *Municipal Government Act (MGA)*, *Local Authorities Election Act (LAEA)*, *New Home Buyer Protection Act (NHBPA)*, and the *Safety Codes Act (SCA)* to modernize municipal processes.

The proposed amendments will strengthen local governance and reduce conflict by repealing code of conduct provisions and granting Ministerial authority to establish procedures of council. The amendments also clarify the accountability of chief administrative officers and strengthen oversight authorities of appointed Official Administrators.

Also included are amendments regarding Intermunicipal Collaboration Frameworks (ICFs) which would clarify the required content of ICFs and strengthen the dispute resolution process to ensure ICFs are adopted and implemented effectively.

Changes are also proposed to the *LAEA* to clarify administrative requirements in advance of the October 2025 municipal and school board elections. In addition, we are allowing for the use of elector assistance terminals which enable voters who live with visual or physical impairments to vote independently and privately. We are also proposing amendments to residency requirements so that residents displaced by last year's wildfire in Jasper can vote and run for office, provided they intend to return to the community.

Finally, proposed changes to the *NHBPA* and the *SCA* address stakeholder concerns with the current new home buyer protection program, the quality of new homes, affordability, and red tape.

I invite you to read Bill 50. A copy of the Bill can be found here: <https://www.assembly.ab.ca/assembly-business/bills/bills-by-legislature>. Additional information about the proposed amendments is also available here: [www.alberta.ca/modernizing-municipal-processes](http://www.alberta.ca/modernizing-municipal-processes).

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I will be hosting a town hall for stakeholders to share additional information and answer questions about the proposed amendments. The town hall will take place virtually on April 16, 2025, at 6:00 PM. Please send the names and email addresses of your representative(s) who will attend to [ma.engagement@gov.ab.ca](mailto:ma.engagement@gov.ab.ca). Individuals identified by your organization will receive a link ahead of the town hall.

Sincerely,

A handwritten signature in dark ink, reading 'Ric McIver'. The signature is written in a cursive, flowing style.

Ric McIver  
Minister