

**AGENDA**  
**REGULAR COUNCIL MEETING**  
**Wednesday, September 17, 2025 @ 6:00 PM**  
**Council Chambers, 1 Parklane Drive, Strathmore AB**

Page

**1. CALL TO ORDER**

**2. CONFIRMATION OF AGENDA**

**3. CLOSED MEETING**

- 3.1. Annexation Agreement Negotiations – Advice from officials – ATIA S. 29(1)(a)
- 3.2. Legal Update – Advice from officials – ATIA S. 29(1)(a)
- 3.3. Water License – Advice from officials – ATIA S. 29(1)(a)
- 3.4. Physician Incentive Program – Advice from officials – ATIA S. 29(1)(a)
- 3.5. Building Condition Assessment – Advice from officials – ATIA S. 29(1)(a)
- 3.6. Council CAO Dialogue – Advice from officials – ATIA S. 29(1)(b)(iii)

**4. PUBLIC HEARING**

**5. PUBLIC COMMENTS**

Members of the public are welcome to provide comments regarding items on the agenda in person during the Council meeting, virtually, or in writing. Should you wish to provide public comments virtually or in writing, please fill out the Request to Speak at a Council Meeting form that can be located on the Town's website and submit it to: [LSAdmin@strathmore.ca](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.

**6. DELEGATIONS**

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

**7. CONSENT AGENDA**

- 8.1 Regular Council Meeting Minutes – September 3, 2025
- 9.1 Government of Canada Cyber Security Cooperation Program (CSCP) for Town of Strathmore Cybersecurity Resilience Program 2026
- 9.2 Municipal Election Voting

**8. CONFIRMATION OF MINUTES**

- 8.1. Regular Council Meeting Minutes – September 3, 2025 3 - 11  
[Agenda Item - AIR-25-221 - Pdf](#)

**9. BUSINESS**

- 9.1. Government of Canada Cyber Security Cooperation Program (CSCP) for 12 - 31  
Town of Strathmore Cybersecurity Resilience Program 2026  
[Agenda Item - AIR-25-233 - Pdf](#)

9.2.	Municipal Election Voting	32 - 34
	<a href="#">Agenda Item - AIR-25-235 - Pdf</a>	
<b>10.</b>	<b>BYLAWS</b>	
10.1.	2026 Fees Bylaw No. 25-23	35 - 67
	<a href="#">Agenda Item - AIR-25-222 - Pdf</a>	
<b>11.</b>	<b>COUNCILLOR INFORMATION &amp; INQUIRIES</b>	
11.1.	QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS	
11.2.	BOARD AND COMMITTEE REPORTS	
11.3.	QUESTION AND ANSWER PERIOD	
11.4.	ADMINISTRATIVE INQUIRIES	
11.5.	NOTICES OF MOTION	
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	<a href="#">Councillor Peterson – Boardwalk Through the Wetlands</a>	
<b>12.</b>	<b>CORRESPONDENCE</b>	
<b>13.</b>	<b>ADJOURNMENT</b>	



# Request for Decision

**To:** Council

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

**Date Prepared:** September 3, 2025

**Meeting Date:** September 17, 2025

**SUBJECT:** Regular Council Meeting Minutes – September 3, 2025

**RECOMMENDATION:** THAT Council adopt the September 3, 2025 Regular Council Meeting Minutes as presented in Attachment I.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the September 3, 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 September 3, 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 - 03 Sep 2025 - Minutes](#)

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Claudette Thorhaug, Legislative Services Officer

Approved  
- 05 Sep  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 10 Sep  
2025



# MINUTES

## REGULAR COUNCIL MEETING

6:00 PM - Wednesday, September 3, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

**COUNCIL PRESENT:**

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

**COUNCIL ABSENT:**

Deputy Mayor Debbie Mitzner

**STAFF PRESENT:**

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

**1. CALL TO ORDER**

Mayor Fule called the September 3, 2025 Regular Council Meeting to order at 6:06 p.m.

**1.1. Traditional Land Acknowledgment for the First Regular Council Meeting in September (Apipitskaatosi)**

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.

**1.2** Councillor Peterson made a statement on behalf of Council to congratulate Councillor Langmaid on the birth of her son.

**2. CONFIRMATION OF AGENDA**

**Resolution No. 250.09.25**

Moved by Councillor Peterson

THAT Council adopt the September 3, 2025 Regular Council Meeting Agenda as amended:

ADDITION:

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

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

**AGAINST:** None.

**CARRIED**

**3. CLOSED MEETING**

**Resolution No. 251.09.25**

Moved by Councillor Peterson

THAT Council move In Camera to discuss items related to section 29(1)(b)(iii), of the *Access to Information Act* at 6:08 p.m.

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

**AGAINST:** None.

**CARRIED**

**3.1 Council Dialogue – Advice from officials – ATIA S. 29(1)(b)(iii)**

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

**Resolution No. 252.09.25**

Moved by Councillor Peterson

THAT Council move out of Camera at 7:20 p.m.

**FOR:** Mayor Fule, Councillor Langmaid, 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. 253.09.25**

Moved by Councillor Wiley

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

**8.1 Regular Council Meeting Minutes – July 23, 2025**

- 9.1 Corporate Quarterly Report – Q2 2025
- 9.2 Council Meeting Schedule Amendment
- 9.3 Kakato'si Kristian Ayoungman Foundation – Lead by Example Powwow Contributions
- 9.4 Culture and Wellbeing Task Force Funding Recommendations
- 9.5 Real Property Transactions Policy No. 6610
- 9.6 Off-site Levy Annual Report - Fiscal Year 2024
- 12.1 Sturgeon County – Thank You Letter
- 12.3 Notice of Intent to Annex Acknowledgement
- 12.4 Royal Canadian Legion Branch 10 Letter

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

**AGAINST:** None.

**CARRIED**

## **8. CONFIRMATION OF MINUTES**

### **8.1 Regular Council Meeting Minutes – July 23, 2025**

The following motion was adopted by the consent agenda:

THAT Council adopt the July 23, 2025 Regular Council Meeting Minutes as presented in Attachment I.

## **9. BUSINESS**

### **9.1 Corporate Quarterly Report – Q2 2025**

### **9.2 Council Meeting Schedule Amendment**

The following motion was adopted by the consent agenda:

THAT Council direct Administration to change the date of the Monday, November 3, 2025 Organizational Meeting to Wednesday, October 29, 2025 at 6:00 p.m. in Council Chambers;

AND THAT Council adopt the amended Town of Strathmore Meeting Schedule as presented in Attachment I.

### **9.3 Kakato'si Kristian Ayoungman Foundation – Lead by Example Powwow Contributions**

The following motion was adopted by the consent agenda:



THAT Council amend Resolution No. 187.06.25 to remove reference to any financial contributions to the 2026 Lead by Example Powwow and instead state:

*"THAT Council approves a payment of \$8,500 from the Town's 2025 Operating Budget to the Kakato'si Kristian Ayoungman Foundation to assist with security service costs related to the 2025 Lead by Example Powwow."*

AND THAT it be recognized that this payment was made and subsequently repaid to the Town of Strathmore in August of 2025 and will not require that the Town funds the expenditure from the Financial Stabilization Reserve.

#### **9.4 Culture and Wellbeing Task Force Funding Recommendations**

The following motion was adopted by the consent agenda:

THAT Council approve the Culture and Wellbeing Task Force funding allocations as follows:

- \$2,000.00 to Accredited Supports to the Community;
- \$3,600.00 to Trellis;
- \$1,900.00 to the Strathmore Filipino Canadian Association;
- \$1,800.00 to Arts on 817 and;
- \$3,000.00 to the Kickstand Strathmore.

#### **9.5 Real Property Transactions Policy No. 6610**

The following motion was adopted by the consent agenda:

THAT Council adopt Real Property Transactions Policy No. 6610, as presented in Attachment I.

#### **9.6 Off-site Levy Annual Report – Fiscal Year 2024**

#### **9.7 Winter Road, Pathway and Sidewalk Maintenance Policy No. 3203**

##### **Resolution No. 254.09.25**

Moved by Councillor Wiley

THAT Council direct Administration to bring the cost of expanding snow removal services to the 2026 Budget deliberations for Hillcrest Blvd., along the bus route.

##### **Resolution No. 255.09.25**

Moved by Councillor Peterson

THAT Council amend the motion to have “mitigation” added as a consideration.

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

**AGAINST:** None.

**CARRIED**

**Resolution No. 254.09.25**

Moved by Councillor Wiley

THAT Council direct Administration to bring the cost of expanding snow removal services, or mitigation, to the 2026 Budget deliberations for Hillcrest Blvd., along the bus route.

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

**AGAINST:** None.

**CARRIED**

**10. BYLAWS**

None.

**11. COUNCILLOR INFORMATION & INQUIRIES**

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

**11.1.1 Personal Protective Equipment**

Councillor Peterson inquired about mask availability during the heavy wildfire smoke. Administration stated that masks are currently available at no cost at the firehall to anyone who requires.

**11.1.2 Cultural and Wellbeing Taskforce**

Councillor Peterson made an inquiry as to how much funding remained for the Culture and Wellbeing Taskforce. Administration stated that after the approvals tonight there are no funds remaining for this taskforce.

**11.1.3 Handi-Bus**

Councillor Peterson made a statement that the Strathmore Handi-Bus has recently received grant funding to go towards the purchase of a new bus.

**11.2. BOARD AND COMMITTEE REPORTS**

None.

**11.3. QUESTION AND ANSWER PERIOD**

**11.3.1 Election Signs**

Councillor Wegener asked for clarification on election sign placement and content. Administration will follow-up with an email to candidates.

**11.4. ADMINISTRATIVE INQUIRIES**

None.

**11.5. NOTICES OF MOTION**

**11.5.1 Councillor Peterson – Boardwalk Through the Wetlands**

**12. CORRESPONDENCE**

**12.1 Sturgeon County – Thank You Letter**

**12.2 Playground Zone on Parklane Drive Letter**

**12.3 Notice of Intent to Annex Acknowledgement**

**12.4 Royal Canadian Legion Branch 10 Letter**

**13. ADJOURNMENT**

Mayor Fule adjourned the September 3, 2025 Regular Council Meeting at 8:25 p.m.

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Mayor

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Director of Strategic, Administrative,  
and Financial Services



# Request for Decision

**To:** Mayor & Council

**Staff Contact:** Cody Betterton, Intermediate IT Technician

**Date Prepared:** September 9, 2025

**Meeting Date:** September 17, 2025

**SUBJECT:** Government of Canada Cyber Security Cooperation Program (CSCP) for Town of Strathmore Cybersecurity Resilience Program 2026

**RECOMMENDATION:** THAT Council to authorize Administration to apply for funding under the time-limited Government of Canada Cyber Security Cooperation Program (CSCP) for the Town of Strathmore Cybersecurity Resilience Program 2026;

AND THAT Council pre-approve the following budget item for the 2026 Capital Budget:

- Cybersecurity Resilience Program 2026 (\$75,000)

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

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

Grant funding is a source of funds that is not guaranteed however it is an option which can reduce the tax burden, if successful. The majority of IT projects are funded through reserves however grants allow those saved funds to go farther and help fund future needs that may not be grant eligible.

Program supports initiatives that strengthen cyber security and reinforce Strathmore's leadership in the digital age.

**SUSTAINABILITY****ECONOMIC SUSTAINABILITY:**

Strengthening the cyber resilience of municipalities, municipal services, and Indigenous communities.

**SOCIAL SUSTAINABILITY:**

N/A

**ENVIRONMENTAL SUSTAINABILITY:**

N/A

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

Funds for capital projects are approved through annual budgets, the projects are not presented to council with the grant funding included unless previous grant agreements are in place. As such, unsuccessful grant applications do not impact the approved budget.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

The initiative prioritizes protecting resident data and payment information while ensuring the continuity of municipal services.

**FINANCIAL:**

This program creates Town's financial savings from maximizing value from federal grant funding.

If the Town does not get approved with this grant, alternative funding sources would need to be in place which would reduce the the funding that Council has to undertake critical infrastructure projects and provide important programs and services to the community.

**POLICY:**

N/A

**IMPLEMENTATION:**

- 0 to 6 Months – Grant application, budget approval, project onboarding, and vendor selection (Request for Proposal), security plan, incident and disaster recovery playbooks tested and approved, OT visibility baselined, tabletop exercises scheduled.
  - 6 to 12 Months - DLP pilot then phased rollout across email, endpoints, and cloud storage, with executive friendly user guidance. Starting PCI DSS gap assessment.
  - 12 to 24 Months – Secured payment (PCI DSS) gap assessment review, technology remediation sprints, and readiness validation across the card processing environment.
- 

## **BACKGROUND:**

In August 2025, the Government of Canada is advancing its goal of building a safe and resilient nation through the time-limited Cyber Security Cooperation Program (CSCP). The program provides grants of up to \$300,000, with 75% of project costs funded by the Government of Canada and 25% funded by the applicant. The program supports initiatives that strengthen cyber security and reinforce Canada's leadership in the digital age. Applications are open from August 14, 2025, to September 25, 2025.

The Town's Cybersecurity Resilience Program proposal targets to enhance its ability to prevent, detect, and contain cyber incidents across municipal environments, including Payment systems, Information technology (IT), and Operational technology (OT). The initiative prioritizes protecting resident data and payment information while ensuring the continuity of municipal services.

Today, the Town depends on approximately 300 Payment, IT, and OT endpoints (devices and systems connected to the network). With cyber threats against municipalities on the rise, this proposal consolidates three separate projects into one coordinated resilience program. The result will be a risk-driven, outcomes-based, and fully integrated cyber security resilience control system.

The program is designed to achieve three key outcomes - proactive threat detection, safeguards against data loss, and stronger compliance with security standards. This initiative directly advances one of the CSCP's core objectives - strengthening the cyber resilience of municipalities, municipal services, and Indigenous communities.

Please refer to Program Charter - Cybersecurity Resilience Program 2026.pdf for detailed planning information.

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

Grant Applications are never guaranteed however submitting applications allows for some future flexibility in budgeting, if successful.

**DESIRED OUTCOMES:**

The Information Technology (IT) Department is requesting the support of council in submitting the application.

**COMMUNICATIONS:**

Administration would share with our local MLA that we have applied for the grant.

**ALTERNATIVE ACTIONS/MOTIONS:**

THAT Council authorize the Mayor to sign the application letter for the \_\_\_\_\_  
Grant Application only.

**ATTACHMENTS:**

[Attachment I: Program Charter - Cybersecurity Resilience Program 2026](#)

[Attachment II: Presentation - Cybersecurity Resilience Program 2026 PPT](#)

Leana Ashbacher, Senior Manager of Financial Services

Approved  
- 12 Sep  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 12 Sep  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 12 Sep  
2025



# PROGRAM CHARTER

## CYBERSECURITY RESILIENCE PROGRAM 2026

THE GOVERNMENT OF CANADA CYBER SECURITY  
COOPERATION PROGRAM (CSCP) TIME-LIMITED GRANTS

STRATHMORE BUSINESS PLAN



1. General Project Information			
Project Name:		Town of Strathmore Cybersecurity Resilience Program 2026	
Project Sponsor:		Senior Leadership Team	
Program Lead:		Information Technology	
Document Revision History			
Version	Date	Author	Reason for Change
1.0	Sep 2025	Information Technology	Defined program vision, goal, and deliverable

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## 2. Project Description

### Executive Summary

In August 2025, the Government of Canada is advancing its goal of building a safe and resilient nation through the time-limited Cyber Security Cooperation Program (CSCP). The program provides grants of up to \$300,000, with 75% of project costs funded by the Government of Canada and 25% funded by the applicant. The program supports initiatives that strengthen cyber security and reinforce Canada's leadership in the digital age. Applications are open from August 14, 2025, to September 25, 2025.

The Town's Cybersecurity Resilience Program proposal targets to enhance its ability to prevent, detect, and contain cyber incidents across municipal environments, including Payment systems, Information technology (IT), and Operational technology (OT). The initiative prioritizes protecting resident data and payment information while ensuring the continuity of municipal services.

Today, the Town depends on approximately 300 Payment, IT, and OT endpoints (devices and systems connected to the network). With cyber threats against municipalities on the rise, this proposal consolidates three separate projects into one coordinated resilience program. The result will be a risk-driven, outcomes-based, and fully integrated cyber security resilience control system.

The program is designed to achieve three key outcomes - proactive threat detection, safeguards against data loss, and stronger compliance with security standards. This initiative directly advances one of the CSCP's core objectives - strengthening the cyber resilience of municipalities, municipal services, and Indigenous communities.

### 3. High Level Scope of Work

**Managed Cyber Incident Response Process Enhancement** - Engage a specialized Managed Service Provider MSP for 24x7 monitoring, enhance system audit trail, and incident response across IT and OT. MSP means an external expert team that watches our systems around the clock and handles threats fast. The benefit of having faster detection and containment reduces business disruption and reputational damage.

Phase 2 Incident Response enhancement will focus on full Separation of Duties (SoD) and system audit trail, between system administrator and managed provider (MSP) on critical Town's data process handling.

**Privacy-focused Data Loss Prevention (DLP) Technology** - Deploy DLP to detect and block unauthorized transmission of sensitive information such as Personal Identifiable Information (PII), resident/ business records and Town's data. DLP means tools that stop confidential data from leaving the Town by mistake or on purpose. It will provide a stronger guardrail on data loss and reduced leverage for attackers who try to steal data during ransomware events.

**Secured Payment Assessment (PCI DSS 4.0)** - Complete a full assessment of the Cardholder Data Environment CDE and remediate security gaps. PCI DSS is the global standard for protecting payment card data. CDE means all people, processes, facilities such as the Recreation Centre, and systems that handle or can affect card data. Benefit - lower fraud risk, protected residents and businesses, and maintained legal and contractual eligibility to process payments.

How the components work together:

**Proactive detection** - Monitoring covers all critical systems and feeds incidents into clear playbooks that align with our municipal cyber risk register.

**Guardrails on data loss** - Data loss (DLP) policies stop sensitive data from leaving email, endpoints, and cloud services, which reduces the impact of breaches. Also support POPA privacy obligations.

**Enhanced Compliance** – secured payment assessment practices harden payment processes and uplift security baselines that also support POPA privacy obligations.

#### 4. Project Budget

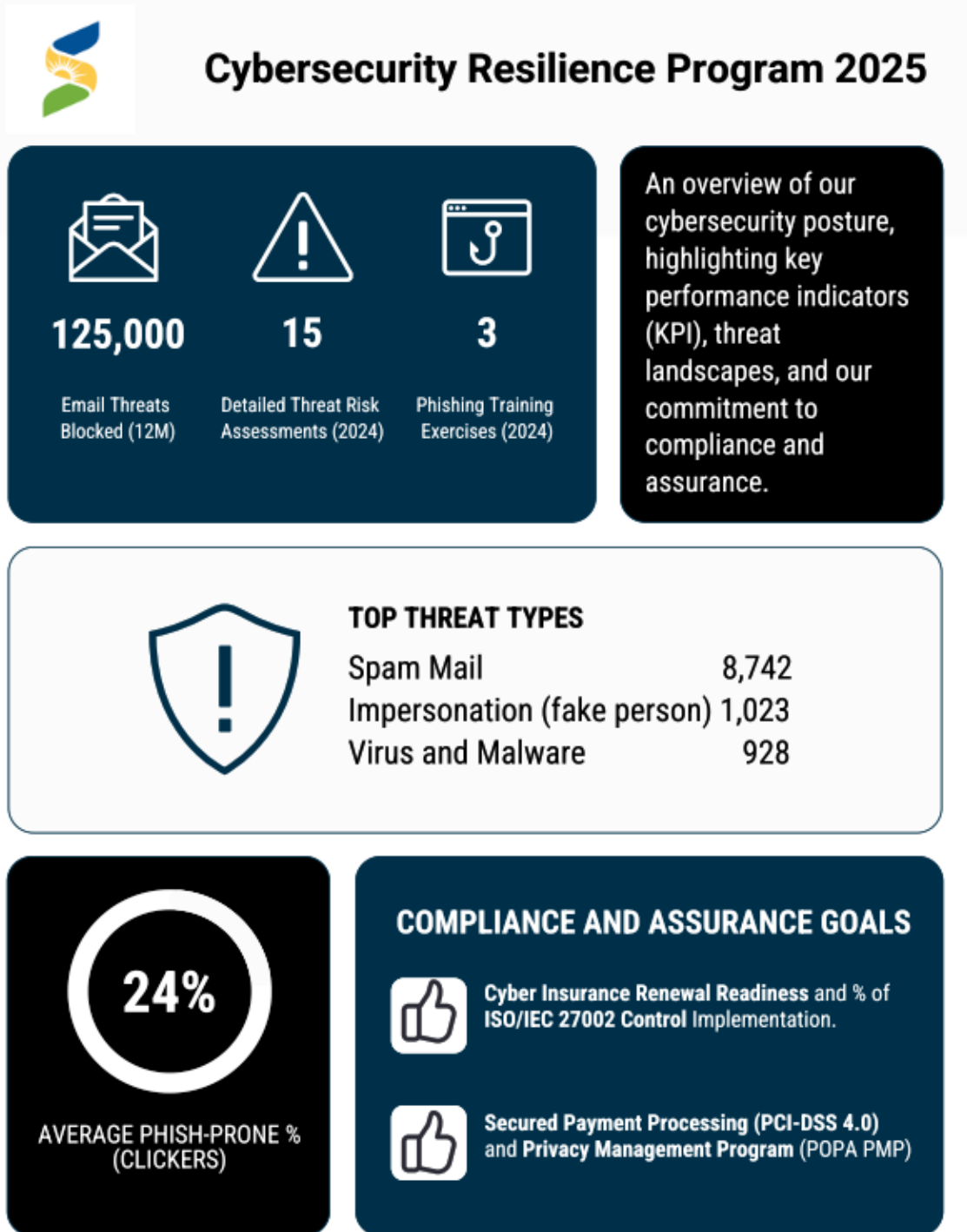
Managed Cyber Incident Response Enhancement - Phase 2	\$70,000
Data Loss Prevention (DLP) technology	\$100,000
Secured Payment Assessment for PCI DSS 4.0	\$130,000
Program Budget	\$300,000

Funding Sources	
75% Cybersecurity Cooperation Program (CSCP) Grant	\$225,000
25% Town of Strathmore 2026 IT Department Budget 2-12-03-298-00	\$75,000

#### 5. High level Delivery Timeline

- 0 to 6 Months – Grant application, budget approval, project onboarding, and vendor selection (Request for Proposal), security plan, incident and disaster recovery playbooks tested and approved, OT visibility baselined, tabletop exercises scheduled.
- 6 to 12 Months - DLP pilot then phased rollout across email, endpoints, and cloud storage, with executive friendly user guidance. Starting PCI DSS gap assessment.
- 12 to 24 Months – Secured payment (PCI DSS) gap assessment review, technology remediation sprints, and readiness validation across the card processing environment.

## 6. Program Benefit Realization Key Performance Indicators (KPIs)



## 7. Reference

1. [Town of Strathmore Strategic Plan 2022 – 2025](#)
2. [Cyber Security Cooperation Program](#)
3. [Protection of Privacy Act | Alberta.ca](#)
4. [PCI Security Standards Council – Protect Payment Data with Industry-driven Security Standards, Training, and Programs](#)

## 8. Glossary of Terms

### **Audit Trail**

A secure log that records system activity and changes, allowing the Town to trace actions and investigate incidents.

### **Cardholder Data Environment (CDE)**

All people, processes, facilities, and systems that store, process, or transmit payment card data.

### **Cyber Incident**

An event where someone tries to break into, disrupt, or misuse computer systems, data, or networks.

### **Cyber Security Cooperation Program (CSCP)**

A Government of Canada program that funds projects to improve cyber security across Canada.

### **Data Loss Prevention (DLP)**

Technology that stops confidential information from leaving the Town's systems by accident or through theft.

### **Endpoint**

Any device that connects to a computer network - examples include computers, laptops, servers, mobile phones, or specialized municipal equipment.

**Incident Response**

The process of identifying, containing, and fixing a cyber incident to reduce damage and restore normal operations.

**Information Technology (IT)**

The use of computers, networks, and software to run municipal services (for example - email, finance systems, and citizen service online portals).

**Managed Service Provider (MSP)**

An external expert team that monitors and manages cyber security on behalf of the Town 24x7, ensuring threats are detected and contained quickly.

**Operational Technology (OT)**

Technology that controls physical operations such as traffic lights, building systems, and utilities. Unlike IT, OT interacts with real-world equipment.

**Payment Card Industry Data Security Standard / Secured Payment (PCI DSS)**

The global standard that organizations must follow to protect payment card data and reduce fraud. Version 4.0 is the latest release.

**Payment Systems**

The digital systems used to process transactions such as credit card payments for town services.

**Personal Identifiable Information (PII)**

Any data that can identify a person - for example, names, addresses, phone numbers, or payment details.

**Playbook**

A documented step-by-step guide for how the Town responds to different cyber incidents to ensure consistency and speed.

**Protection of Privacy Act (POPA)**

A provincial privacy law that governs how the Town collects, uses, and protects personal information.

**Ransomware**

A type of cyber-attack where criminals lock or steal data and demand payment (ransom) to return it.

**Remediation**

The process of fixing security gaps or weaknesses found during assessments.

**Risk Register**

A record of all identified risks, their likelihood, and impact, used to guide decision-making and prioritize protections.

**Separation of Duties (SoD)**

A security practice that ensures that no single person or managed service provider (MSP) has full control over a sensitive system or process, reducing the risk of mistakes or misuse.

**Security Baseline**

The minimum required security measures that all Town systems must meet.

**Tabletop Exercise**

A practice scenario where leaders and staff walk through how they would respond to a cyber incident for testing security readiness.





## Cybersecurity Resilience Program



# Cybersecurity Resilience Program 2026

**GOVERNMENT OF CANADA CYBER SECURITY  
COOPERATION PROGRAM (CSCP) TIME-LIMITED GRANTS**





## Executive Summary

- Part of the Canada's new Cyber Security Cooperation Program (CSCP)
- Funding application deadline - September 25, 2025
- Funding - Up to \$300,000 (75% Federal, 25% Town of Strathmore)
- Goal - Protect the Town! Strengthen ability to prevent cyber incidents
- Focus - Payment systems, privacy data, IT, and OT
- Outcomes - **Proactive, Privacy Safeguard, and Enhanced Compliance**

## High-Level Scope of Work

- Managed Cyber Incident Response - enhanced audit trails, rapid response
- Data Loss Prevention (DLP) - Prevent unauthorized sharing of sensitive data
- Secured Payment Assessment (PCI DSS 4.0) - Protect payment systems





## High-Level Delivery Timeline

- 0-6 Months - Grant application, vendor selection, playbook and plan testing
- 6-12 Months – Data Protection (DLP) pilot and rollout, gap assessment begins
- 12-24 Months - PCI DSS remediation and readiness validation



## Program Benefit Realization Key Performance Indicators (KPIs)

- Threats blocked, Risk Assessments, and Cybersecurity exercises
- Top threats - Spam, impersonation (fake email), malware/virus
- KPI Example - 125,000 threats blocked (12 months)
- Goals – Secured Payment, ISO/IEC Standard, Privacy readiness





**Questions?**





# Request for Decision

**To:** Council

**Staff Contact:** Johnathan Stratthdee, Manager of Legislative Services

**Date Prepared:** September 16, 2025

**Meeting Date:** September 17, 2025

**SUBJECT:** Municipal Election Voting

**RECOMMENDATION:** THAT Council establish Institutional Voting Stations at Wheatland Lodge, AgeCare Sagewood, and Strathmore Hospital for the 2025 Municipal Election, with dates and times determined by the Town's Returning Officer.

AND THAT Council approve of the acceptance of Special Ballots for electors who apply for a special ballots package in accordance with Section 13 of Bylaw No 24-18.

## STRATEGIC PRIORITIES:



Affordable  
Living



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:**

Adopting the recommended motion will allow residents of Wheatland Lodge, AgeCare Sagewood, and Strathmore Hospital to vote during the 2025 Municipal Election at those facilities.

**ORGANIZATIONAL:**

To accommodate institutional voting, Administration will direct two travelling DROs to attend Wheatland Lodge, Agecare Sagewood, and Strathmore Hospital during an advance voting day as designated by the Town's Returning Officer.

**FINANCIAL:**

The Town will need to ensure that two DROs are available to travel for institutional voting.

**POLICY:**

Section 8 of Bylaw No. 24-18 allows Council by resolution to establish locations of one or more Institutional Voting Stations for the Municipal Election.

Section 13 of Bylaw No. 24-18 allows for the acceptance of Special Ballots for the 2025 Municipal Election.

**IMPLEMENTATION:**

Should Council adopt the recommended motion, Administration will work with the institutions to ensure the institutional voting stations are adequately advertised.

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**BACKGROUND:**

The Town has historically held institutional voting stations at AgeCare Sagewood, Strathmore Hospital, and Wheatland Lodge. Recent amendments have eased the regulations on special ballots. However, the Town has not at this time received many requests for special ballots. For this reason, Administration is recommending that Institutional Voting Stations continue for the 2025 Municipal Election, as a means of supporting electors in the Town of Strathmore.

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

The key issue is whether or not Council would like establish institutional voting locations for the 2025 Municipal Election.

**DESIRED OUTCOMES:**

For Council to adopt the recommended motion.

**COMMUNICATIONS:**

Should Council adopt the recommended motion, Council will work with the institutions to advertise institutional voting stations times, dates, and locations.

**ALTERNATIVE ACTIONS/MOTIONS:**

1. Council may adopt the recommended motion.
  2. Council may defeat the recommended motion.
  3. Council may provide further direction regarding the recommended motion.
- 

Claudette Thorhaug, Legislative Services Officer

Approved  
- 12 Sep  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 12 Sep  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 12 Sep  
2025



# Request for Further Direction

**To:** Council

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

**Date Prepared:** September 4, 2025

**Meeting Date:** September 17, 2025

**SUBJECT:** 2026 Fees Bylaw No. 25-23

**RECOMMENDATION:** THAT Council give first reading to Bylaw 25-23, being the 2026 Fees Bylaw.

THAT Council give second reading to Bylaw 25-23, being the 2026 Fees Bylaw.

THAT Council give unanimous consent to give third and final reading to Bylaw 25-23, being the 2026 Fees Bylaw.

THAT Council give third reading to Bylaw 25-23, being the 2026 Fees Bylaw.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

## HOW THE STRATEGIC PRIORITIES ARE MET:

A rate bylaw gives Council a framework to ensure fair and equitable charges to residents. By reviewing it on an annual basis, it also ensures financial sustainability of the Town. Administration is recommending that Council review and set the rates for the 2026 fees in advance of budget deliberations. This will provide clarity and direction to Administration in terms of the revenue that should be projected in the 2026 budget.

## **SUSTAINABILITY**

### **ECONOMIC SUSTAINABILITY:**

The Town uses income from Fees and Charges to provide services and economic development opportunities to residents and businesses. Businesses operating in Strathmore must pay statutory business licenses outlined in the Fees Bylaw.

### **SOCIAL SUSTAINABILITY:**

N/A

### **ENVIRONMENTAL SUSTAINABILITY:**

N/A

## **IMPLICATIONS OF RECOMMENDATION:**

### **GENERAL:**

The proposed Fees and Charges schedule contains rates, fees and fines for a range of services and bylaws adopted by Council.

### **ORGANIZATIONAL:**

If adopted, the recommendation will create a new fee bylaw for staff to implement and inform user groups and ratepayers. Integration of the new fees into operations is not expected to impact the overall organization substantially.

### **OPERATIONAL:**

The operational implications are limited to the preparation of the Schedule, Bylaw and Report, updating systems and the website.

### **FINANCIAL:**

Approximately 30% of the Town's revenues are derived from fees and charges authorized in the annual rate bylaw. Fees and charges are reviewed annually and adjusted to reflect changes in level of services, increased contribution to reserves or the recover costs of delivering program as well as inflation. Administration recommends the approval of this bylaw to ensure that the projected revenue can be accounted for in the draft 2026 budget which will be presented to the next Council for consideration.

### **POLICY:**

In accordance with the *Municipal Government Act*, Council may, by bylaw, set rates, fees and fines.

**IMPLEMENTATION:**

If the bylaw is given first, second and third reading, Administration will implement for January 1, 2026.

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**BACKGROUND:**

Annually, Administration reviews the Fees and Charges Schedule to make recommended changes to Council for the next fiscal year.

For 2026, most rates are recommended to have inflationary increases or, recommended to stay as is for the proceeding year.

A summary of the suggested changes are:

**Business License**

- No changes recommended from the prior year

**Planning & Development:**

- Inflationary increases to Development Permits
- Changes to other fees based on staff resource requirements to provide services

**Utilities**

- Administration is recommending some changes to the application of utility billing components, including:
  - \$0.08 per cubic meter increase to water consumption charges
  - \$0.16 monthly increase to water infrastructure charge
  - \$0.06 per cubic meter increase to wastewater consumption charges
  - \$1.59 monthly increase to wastewater infrastructure charge
  - \$0.47 monthly decrease to storm infrastructure charge
  - \$5.50 monthly decrease to monthly solid waste fees
- Administration has calculated that the impact to an average household in Strathmore, using 12M3 of water per month, will be a \$1 monthly decrease to their utility bill.

**Family Centre**

- Most access charges and passes are recommended to stay as is, with a 2% increase to ice and room rentals.

**Aquatic**

- Most access charges and passes are recommended to stay as is, with a 2% increase to pool and room rentals.

**All-Access Pass**

- The All-Access Pass is recommended to stay as is.

**Strathmore Motor Products Sports Centre**

- Most access charges and passes are recommended to stay as is, with a 2% increase to rentals.

**Strathmore Civic Centre**

- Most changes recommend a 2% increase.

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

Approximately 30% of the Town's revenues are derived from fees and charges authorized in the bylaw. Fees and charges are reviewed annually and adjusted to reflect changes in level of services, increased contribution to reserves or the recover costs of delivering program as well as inflation.

**DESIRED OUTCOMES:**

Administration is recommending that Council gives First, Second, and Third Reading of the Bylaw. Administration can bring forward any amendments to the Bylaw, if requested by Council.

**COMMUNICATIONS:**

The 2026 Fees Bylaw will be posted on the Town of Strathmore website once enacted.

**ALTERNATIVE ACTIONS/MOTIONS:**

N/A

**ATTACHMENTS:**

[Attachment I: 2026 Fees Bylaw No. 25-23](#)

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Riley Brolly, Manager of Financial Planning, Budgeting & Reporting

Approved  
- 12 Sep  
2025

Leana Ashbacher, Senior Manager of Financial Services

Approved  
- 12 Sep  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 12 Sep  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 12 Sep  
2025

**BYLAW NO. 25-23**  
**TOWN OF STRATHMORE**  
**IN THE PROVINCE OF ALBERTA**

**A BYLAW OF THE TOWN OF STRATHMORE IN THE PROVINCE OF ALBERTA TO ESTABLISH FEES, RATES, CHARGES AND PENALTIES FOR SERVICES PROVIDED BY THE MUNICIPALITY.**

**WHEREAS**, pursuant to the Municipal Government Act, R.S.A. 2000, c. M-26 (hereinafter referred to as "the Act") and amendments thereto a municipality has the authority to establish fees and charges for the provision of goods and services;

**AND WHEREAS**, the Act provides that a municipality may pass a bylaw for the establishment of fees for licenses, permits and approvals as established by Council;

**AND WHEREAS**, the Safety Codes Act, R.S.A 2000, Chapter S-1, as amended or repealed and replaced from time to time, authorizes an accredited municipality to make bylaws respecting fees for anything issued or any material or services provided pursuant to the Safety Codes Act;

**AND WHEREAS**, the *Access to Information Act* and *Protection of Privacy Act* , as amended, states that a municipality must make certain information available to the public and that the Council may pass a bylaw to establish fees for the provision of information;

**AND WHEREAS**, the Council of the Town of Strathmore in the Province of Alberta, deems it expedient to consolidate the fees, rates and charges for various municipal services;

**NOW THEREFORE**, The Council of the Town of Strathmore, in the Province of Alberta, duly assembled, hereby enacts as follows:

**1. PURPOSE AND TITLE**

- 1.1. This Bylaw maybe cited as the "2026 Fees Bylaw."
- 1.2. The purpose of this Bylaw is to establish fees, rates, charges, and penalties for services provided by the municipality.

## **2. APPLICATION**

- 2.1. The fees, rates, charges, and penalties for services are outlined in the attached Schedules of this Bylaw.
- 2.2. Council may consider setting or permitting special rates for special circumstances, special items, and individual agreements with outside parties or for any items not covered in the Fees Schedules, a resolution of Council may set such fees.
- 2.3. The CAO, at their discretion, may consider waiving any fee for any event that benefits the community.
- 2.4. All fees hereinafter are subject to a 2% penalty on overdue accounts unless otherwise stated in the attached Schedules. This penalty may be waived at the discretion of the CAO.
- 2.5. If this Bylaw conflicts with another existing Bylaw, this Bylaw will take paramountcy.

## **3. REPEAL**

- 3.1. Bylaw 24-25, and amendments thereto, will be repealed on January 1, 2026.

## **4. EFFECTIVE DATE**

- 4.1. This Bylaw shall come into full force and effect on January 1, 2026 upon receiving third and final reading and being signed.



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

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

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

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Director of Strategic, Administrative,  
and Financial Services

# Town of Strathmore - Fees Bylaw Schedules

## Schedule A - ATIA/POPA Fees

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
For searching for, locating and retrieving a record	\$6.75	\$6.75	per 1/4 hr.	T
For converting or reformatting records:				
(a) Converting a record into a redactable format		\$0.25	per page	T
(b) reformatting audiovisual files into a redactable format		\$6.75	per 1/4 hr.	T
For producing a paper copy of a record:				
(a) photocopies and computer printouts:				
i) black and white up to 8 1/2" x 14"	\$0.25	\$0.25	per page	T
(ii) other formats	\$0.50	\$0.50	per page	T
(b) from microfiche or microfilm	\$0.50	\$0.50	per page	T
(c) plans and blueprints	Actual cost to public body	Actual cost to public body	Actual cost to public body	T
For producing a copy of a record by duplication of the following media:				
(a) microfiche and microfilm	Actual cost to public body	Actual cost to public body	Actual cost to public body	T
(b) computer disks	\$5.00	\$5.00	per disk	T
(c) computer tapes	Actual cost to public body	Actual cost to public body	Actual cost to public body	T
(d) slides	\$2.00	\$2.00	per slide	T
(e) audio and video tapes	Actual cost to public body	Actual cost to public body	Actual cost to public body	T
For producing a photographic copy (colour or black and white) oriented on photographic paper from a negative, slide or digital image:				
(a) 4" x 6"	\$3.00	\$3.00	per page	T
(b) 5" x 7"	\$6.00	\$6.00	per page	T
(c) 8" x 10"	\$10.00	\$10.00	per page	T
(d) 11" x 14"	\$20.00	\$20.00	per page	T
(e) 16" x 20"	\$30.00	\$30.00	per page	T
For producing a copy of a record by any process or in any medium or format not listed in sections 2 to 5 above	Actual cost to public body	Actual cost to public body	Actual cost to public body	T
For preparing and handling a record for disclosure	\$6.75	\$6.75	per 1/4 hr.	T
For supervising the examination of a record	\$6.75	\$6.75	per 1/4 hr.	T
For shipping a record or a copy of a record	Actual cost to public body	Actual cost to public body	Actual cost to public body	T

**Annual  
Increase**

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# Town of Strathmore - Fees Bylaw Schedules

## Schedule B - Taxation and Assessment

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>Assessment Review Board Filing Fees</b>				
<b>Category of complaint</b>				
Residential 3 or fewer dwellings and farm land	\$50	\$50	per appeal	E
Residential 4 or more dwellings	\$650	\$650	per appeal	E
Non - Residential	\$650	\$650	per appeal	E
Tax Notices (other than business tax)	\$30	\$30	per appeal	E
Equalized Assessment	\$650	\$650	per appeal	E
Linear property - Power Generation (per facility)	\$650	\$650	per appeal	E
Linear property- other (per LPAUID)	\$50	\$50	per appeal	E
<b>Service Product</b>				
Tax Certificate (generated on-line through Virtual Town Hall)	\$25	\$25	per property	E
Tax Certificate (generated by Tax Clerk)	\$40	\$40	per property	E
Rejected Item Charge (NSF, Frozen Accounts, etc.)	\$30	\$50	per property	E
<b>Tax Notification on Properties That Have Fallen into Tax Arrears</b>				
Registration Fee	\$50	\$50	per property	E
Tax notification to third parties	\$20	\$20	per property	E
Advertising (Alberta Gazette listing & local Media advertising)	cost recovery + 10% admin	cost recovery + 10% admin	per property	E

**Annual Increase**

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# Town of Strathmore - Fees Bylaw Schedules

## Schedule C - G.I.S.

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>Mapping Fees</b>				
Address - AutoCAD	\$250	\$250	per map	T
Buildings Footprint - Shapefile	\$120	\$120	per map	T
Contours - AutoCAD	\$250	\$250	per map	T
Contours - Shapefile	\$250	\$250	per map	T
Water Network - Shapefile	\$130	\$130	per map	T
Sanitary Network - Shapefile	\$130	\$130	per map	T
Storm Network - Shapefile	\$130	\$130	per map	T
Water, Sanitary & Storm Bundle - Shapefile	\$350	\$350	per map	T
Roadways - Shapefile	\$250	\$250	per map	T
Pathways - Shapefile	\$160	\$160	per map	T
Water Bodies - Shapefile	\$150	\$150	per map	T
Orthophoto - Shapefile	\$550	\$550	per map	T
Processing Fee (per hour) - TIF	\$45	\$45	per hour	T
<b>Hard Copy</b>				
Address 8 1/2" x 11" or 11" x 17"	\$40	\$40	per sheet	T
Land Use 8 1/2" x 11" or 11" x 17"	\$12	\$12	per sheet	T
Legal 8 1/2" x 11" or 11" x 17"	\$35	\$35	per sheet	T
Custom 8 1/2" x 11" or 11" x 17"	\$45	\$45	per sheet	T
Address 24"	\$20	\$20	per sheet	T
Sanitary Sewer System 24"	\$20	\$20	per sheet	T
Water System 24"	\$20	\$20	per sheet	T
Storm Sewer System 24"	\$20	\$20	per sheet	T
Land Use 24"	\$30	\$30	per sheet	T
Legal 24"	\$20	\$20	per sheet	T
Aerial Photo 24"	\$100	\$100	per sheet	T
Custom 24"	\$60	\$60	per sheet	T
Address 36"	\$40	\$40	per sheet	T
Sanitary Sewer System 36"	\$40	\$40	per sheet	T
Water System 36"	\$40	\$40	per sheet	T
Storm Sewer System 36"	\$40	\$40	per sheet	T
Land Use 36"	\$40	\$40	per sheet	T
Legal 36"	\$40	\$40	per sheet	T

**Annual Increase**

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# Town of Strathmore - Fees Bylaw Schedules

## Schedule C - G.I.S.

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
Aerial Photo 36"	\$120	\$120	per sheet	T
Custom 36"	\$40	\$40	per sheet	T
Address 42"	\$50	\$50	per sheet	T
Sanitary Sewer System 42"	\$50	\$50	per sheet	T
Water System 42"	\$50	\$50	per sheet	T
Storm Sewer System 42"	\$50	\$50	per sheet	T
Land Use 42"	\$50	\$50	per sheet	T
Legal 42"	\$50	\$50	per sheet	T
Aerial Photo 42"	\$150	\$150	per sheet	T
Custom 42"	\$80	\$80	per sheet	T

**Annual Increase**

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# Town of Strathmore - Fees Bylaw Schedules

## Schedule D - Business Licensing Fees

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
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Annual  
Increase

<b>General Business Licenses Fees</b>					
Residential	\$110.00	\$110.00	per business	E	0.0%
Non-residential Based on Siksika Reserve or in Wheatland County	\$175.00	\$175.00	per business	E	0.0%
Non-residential Outside Strathmore, Siksika Reserve, or Wheatland County	\$275.00	\$275.00	per business	E	0.0%
<b>Specific Classification Business License Fees</b>					
Home Based Business	\$110.00	\$110.00	per business	E	
<b>Restaurants</b>					
Drive-Thru Restaurants	\$410.00	\$410.00	per business	E	0.0%
Limited/Full-Service Restaurants	\$110.00	\$110.00	per business	E	0.0%
<b>Storefront Retail and Sales</b>					
Large Retail Commercial (over 12,000 sq ft)	\$1,000.00	\$1,000.00	per business	E	0.0%
Medium Retail Commercial (up to 12,000 sq ft)	\$600.00	\$600.00	per business	E	0.0%
Small Retail Commercial (up to 5,000 sq ft)	\$110.00	\$110.00	per business	E	0.0%
<b>Hawkers, Peddlers and Street Vendors Contractors</b>					
Contractors apply for the period required for a business license.	\$110.00	\$110.00	per business	E	0.0%
Fee is \$5.00 per day (\$75.00 minimum/ \$200 maximum)					
Ex. If a license is required for 30 days the fee is \$150					
<b>Other Charges</b>					
Notice of Change/ Administrative Fee	\$25.00	\$25.00	per permit	E	0.0%
Appeal Request	\$100.00	\$100.00	per permit	E	0.0%
<b>The specified penalty for breach of Bylaw No. 21-20, Business Licensing Bylaw:</b>					
1st offence	\$500.00	\$500.00	-	E	0.0%
2nd offence	\$1,000.00	\$1,000.00	-	E	0.0%
3rd offence	\$2,500.00	\$2,500.00	-	E	0.0%

### Additional notes about Business License Fees:

- Where a Resident Business operates only after June 30th of any License year, the fees paid shall be one half the fee shown on Business Licenses schedule.
- If a Resident Business, with a current Business License, closes prior to July 1st of any License year, a refund of one-half the fee minus an Administrative Fee as set out in, Business Licenses schedule, shall be refunded to the Business owner.
- Where a first-time application for a Resident Business License has been approved, the fees paid shall be one half the fee shown on Business Licenses schedule.
- Where a Resident Business is owned and operated by a person 25 years of age or under the Business License Fee schedule, shall be waived.
- Where a Resident Business License under the "Small Retail Commercial" category of Business Licenses has been renewed for at least twenty-five (25) years by the same Licensee, the Business License Fee shall be waived.

# Town of Strathmore - Fees Bylaw Schedules

## Schedule E - Planning & Development Fees

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable	Annual Increase
<b>Bylaw amendments - Statutory Plans, Land Use Bylaw, &amp; Conceptual Schemes</b>					
Textual amendment to the Land Use Bylaw:	\$3,000	\$3,075	per application	E	2.5%
Direct Control Application:	\$3,750	\$4,000	per application	E	6.7%
Change to a land use designation on sites with areas of 0.5 ha or less:	\$3,500	\$3,590	per application	E	2.6%
Change to a land use designation on sites with areas of 0.5 ha or more:	\$3,750	\$4,000	per permit plus \$100 per ha	E	6.7%
Amendment to the Municipal Development Plan:	\$3,500	\$3,590	per application	E	2.6%
Amendment to an Area Structure Plan or other statutory plan, other than the Municipal Development Plan: (If an amendment to a Statutory Plan requires additional amendments to another Statutory Plan or a Conceptual Scheme adopted by bylaw, then the total combined fee for all the amendments may be reduced by \$500.00)	\$3,500	\$3,750	per application	E	7.1%
<b>Oversize charge and off-site levies</b>					
ECRW Oversize Charge for residential development: (Formerly known as Growth Charge for Water Infrastructure)	\$570	\$585	per dwelling unit, payable at the time of the Development Permit	E	2.6%
ECRW Oversize Charge for new commercial, industrial, and institutional development: (Formerly known as Growth Charge for Water Infrastructure)	\$7,720	\$7,915	per hectare, payable at the time of the Development Permit	E	2.5%
Off-Site Levies, due at the time of Development Permit Application for all newly developed parcels:	Dependent on location, please see the most recent off-site levy bylaw adopted by the Town of Strathmore	Dependent on location, please see the most recent off-site levy bylaw adopted by the Town of Strathmore	Dependent on location, please see the most recent off-site levy bylaw adopted by the Town of Strathmore	E	
<b>Certificates of letters of compliance</b>					
Residential Certificate or letter of compliance in respect to a Real Property Report:	\$170	\$170	per certificate	E	0.0%
Residential Certificate or letter of compliance in respect to a Real Property Report Priority/Rush Service:	\$280	\$280	per certificate	E	0.0%
Non-Residential Certificate or letter of compliance in respect to a Real Property Report	\$325	\$325	per certificate	E	0.0%
<b>Certificates of Municipal Authority (Condominium Fees)</b>					
Certificate of the Municipal Authority in respect to a condominium for a building:	\$40	\$40	per unit or such greater fee as prescribed in the Condominium Property Regulation AR 168/2001	E	0.0%
<b>Development Permits</b>					
Accessory buildings - exceeding 10.0 m2 in area in a Residential District:	\$170	\$170	per building	E	0.0%
Accessory buildings - exceeding 10.0 m2 in area in Districts other than a Residential District:	\$310	\$320	per building plus \$100 per additional building on the same site	E	3.2%
Change of Use Permit - Non-residential development:	\$390	\$400	per permit	E	2.6%
Change of Use Permit- Non-residential development, Major (Involving Professional Referral)	\$820	\$840	per permit	E	2.4%
Commercial, Industrial and Institutional - New Development other than additions to an existing building:	\$930	\$955	per permit plus \$2.50 per m2	E	2.7%
Commercial, Industrial and Institutional - Additions to existing buildings:	\$520	\$535	per building plus \$1.50 per m2	E	2.9%
Home Occupation Permit: A business, occupation, trade, profession, or craft carried on by an occupant of a dwelling unit as a use secondary to the residential use of the dwelling, and which does not change the character of the building in which it is located.	\$280	\$280	per permit	E	0.0%
Other Development Permit - minor, miscellaneous.	\$150	\$150	per permit	E	0.0%
Signs - Permanent free standing signs:	\$340	\$340	per sign	E	0.0%
Signs - Temporary signs:	\$120	\$120	per sign	E	0.0%
Signs - Other: unless the sign or signs are included in the Development Permit for the building in which case there is a maximum fee of \$400.00;	\$120	\$125	per sign, (part of Development Permit - maximum fee of \$400)	E	4.2%
Stripping and Grading - for sites containing 2.0 ha or less:	\$820	\$840	per permit	E	2.4%
Stripping and Grading - for sites containing more than 2.0 ha and less than 20 ha:	\$1,630	\$1,670	per permit	E	2.5%
Stripping and Grading - for sites containing more than 20 ha:	\$2,710	\$2,780	per permit	E	2.6%
Residential Development Permit - Additions to dwellings:	\$220	\$230	per permit plus \$0.50 per m2	E	4.5%
Residential Development Permit - New Development Single-Detached, Semi-Detached, Duplex, and Manufactured Homes:	\$340	\$375	per dwelling unit	E	10.3%
Residential Development Permit - additional dwelling unit (secondary suite):	\$280	\$300	per dwelling unit	E	7.1%
Residential Development Permit - buildings containing three (3) or more dwelling units:	\$660	\$700	per building plus \$100 per dwelling unit	E	6.1%
Temporary Development Permit- 12 months or less (minor projects)	\$170	\$175	per permit	E	2.9%
Temporary Development Permit- 12 months or less (major projects involving Professional Referral)	\$820	\$840	per permit	E	2.4%

# Town of Strathmore - Fees Bylaw Schedules

## Schedule E - Planning & Development Fees

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable	Annual Increase
Development commencement without a permit:	Double the permit fees if a development has commenced before the issue of Development Permit	Double the permit fees if a development has commenced before the issue of Development Permit	Double the permit fees if a development has commenced before the issue of Development Permit	E	
Development Permit Relaxations or Variances exceeding 3.0% of a requirement but under 10.0% of a requirement:	\$170	\$175	per variance or relaxation in excess of 3% of a requirement up to a maximum of \$480	E	2.9%
Development Permit Relaxations or Variances exceeding 10.0% of a requirement but under 25.0% of a requirement involving a notification and appeal period:	\$220	\$225	per variance up to a max of \$630	E	2.3%
Development Permit Relaxations or Variances exceeding 25.0% of a requirement involving a notification and appeal period:	\$350	\$360	per variance up to \$1,500	E	2.9%
Development Permit Relaxations or Variances for existing development		Double relaxation or variance fees	per variance up to \$1,400	E	
Development Permit Extension requested by Applicant/Owner:	\$280	\$300	per permit	E	7.1%
DP Amendment * if circulation is not required	25% of original fees	25% of original fees	25% of original fees	E	
DP Amendment * if circulation is required	50% of original fees	50% of original fees	50% of original fees	E	
Bylaw Enforcement of Development Permit Non-Compliance, first offence:	\$280	\$300	per permit	E	7.1%
Bylaw Enforcement of Development Permit Non- Compliance, second offence	\$550	\$600	per permit	E	9.1%
Bylaw Enforcement of Development Permit Non-Compliance, third offence	\$1,090	\$1,200	per permit	E	10.1%
Development Agreement Preparation (Development Agreements as per s.650 of the Municipal Government Act regarding a Development Permit)	\$1,090	\$1,120	per agreement	E	2.8%
<b>Development Permit Securities</b>					
A first time applicant means a person who has not been issued a Development Permit within three (3) years.					
Security required - Accessory building, excluding sheds, in a Residential District for a homeowner or first-time applicant:	\$500	\$500	per application	E	0.0%
Security required - Additions to a dwelling unit in a Residential District for a homeowner or first-time applicant:	\$500	\$500	per application	E	0.0%
Security required - Single Detached, Semi-Detached, or Duplex dwelling for a first-time applicant:	\$1,000	\$1,000	per building	E	0.0%
Security required- Single Detached, Semi-Detached, or Duplex dwelling for property and public infrastructure protection:					
(a) per application; or	\$5,000	\$5,000	per application	E	0.0%
(b) per year for all applications within that calendar year	\$10,000	\$10,000	per year	E	0.0%
refundable upon completion and following inspection					
Security required - Single Detached, Semi-Detached, or Duplex dwelling for public property and infrastructure protection for Owners/ Applicants who have had no recorded property or public infrastructure damage in the last two (2) calendar years:					
(a) per application; or	\$2,000	\$2,000	per application	E	0.0%
(b) per year for all applications within that calendar year	\$5,000	\$5,000	per year	E	0.0%
refundable upon completion and following inspection					
Security for the following:					
(a) a residential building containing three (3) or more dwelling units	Establish in the Development Agreement that is a condition of a Development Permit	Establish in the Development Agreement that is a condition of a Development Permit	Establish in the Development Agreement that is a condition of a Development Permit	E	
(b) a commercial, industrial, and institutional development					
<b>Documents</b>					
Hard copy of a Statutory Plan, Land Use Bylaw, or Conceptual Scheme adopted by Bylaw:	\$70	\$72	per document	E	2.9%
Certificate of Title or other instrument registered on the Certificate of Title:	\$40	\$40	per instrument	E	0.0%
Development Agreement Status Letter	\$300	\$300	per letter	E	0.0%
Encroachment Agreements: per encroachment agreement	\$440	\$450	per agreement	E	2.3%
Land Use Designation (Zoning) Request: fee for preparing a letter advising the land use designation of a parcel or related information.	\$660	\$675	per letter	E	2.3%
The preparation of Utility Right of Way Agreements and/or Overland Drainage Right of Way Agreements	\$1,560	\$1,600	per agreement	E	2.6%
<b>Document Review, File Searches, and Pre-Application Meetings</b>					
Review of an Area Structure Plan, Conceptual Scheme, prepared by or on behalf of a Developer:	\$7,310	\$7,500	per plan	E	2.6%
Review of an Outline Plan prepared by or on behalf of a Developer:	\$2,170	\$2,250	per plan	E	3.7%
Document Review and Execution (caveat, discharge of caveat, other agreement, response to lawyer, other miscellaneous)	\$35	\$35	per document	E	0.0%
Comprehensive File Search and Preparation	\$40 per hour	\$40 per hour	per hour	E	
Pre-Consultation Fee (Pre-Application Meeting)	Full Cost Recovery	Full Cost Recovery	per meeting	E	
<b>Electrical Permit Fee Schedule for New Residential Installations</b>					
Square footage fee - up to 1200 sq ft - Permit Fee	\$220.00	\$220.00		E	0.0%
Square footage fee - 1201 sq ft and over - Permit Fee	\$220.00 + \$0.11/sq ft	\$220.00 + \$0.11/sq ft		E	
Service Connection - Permit Fee	\$150.00	\$150.00		E	0.0%
Temp Service - Permit Fee	\$150.00	\$150.00		E	



## Town of Strathmore - Fees Bylaw Schedules

### Schedule E - Planning & Development Fees

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
Panel Change - Permit Fee	\$150.00	\$150.00		E
Annual Permit - Permit Fee	\$500.00	\$500.00		E
Add a Safety Codes Levy of 4% of the Permit Fee, Min \$4.50 - Max \$560.00				E
<b>Electrical Permit Fee Schedule for Installations Other than New Residential Developments</b>				
<b>Installation cost</b>				
\$0 - < \$1,000.00 - Permit Fee	\$150.00	\$150.00		E
> \$1,000 < \$2,500 - Permit fee	\$175.00	\$175.00		E
> \$2,500 < \$5,000 - Permit fee	\$200.00	\$200.00		E
> \$5,000 < \$10,000- Permit fee	\$275.00	\$275.00		E
> \$10,000 ≤ \$15,000- Permit fee	\$325.00	\$325.00		E
> \$15,000 ≤ \$20,000- Permit fee	\$450.00	\$450.00		E
> \$20,000 ≤ \$30,000- Permit fee	\$550.00	\$550.00		E
> \$30,000 ≤ \$40,000- Permit fee	\$700.00	\$700.00		E
> \$40,000 < \$50,000- Permit fee	\$850.00	\$850.00		E
> \$50,000 < \$75,000- Permit fee	\$1,200.00	\$1,200.00		E
> \$75,000 < \$100,000- Permit fee	\$1,300.00	\$1,300.00		E
> \$100,000 ≤ \$125,000- Permit fee	\$1,500.00	\$1,500.00		E
> \$125,000 ≤ \$150,000- Permit fee	\$1,700.00	\$1,700.00		E
> \$150,000 ≤ \$200,000- Permit fee	\$1,850.00	\$1,850.00		E
> \$200,000 ≤ \$250,000- Permit fee	\$2,050.00	\$2,050.00		E
> \$250,000 < \$300,000- Permit fee	\$2,250.00	\$2,250.00		E
> \$300,000 < \$400,000- Permit fee	\$2,600.00	\$2,600.00		E
> \$400,000 ≤ \$500,000- Permit fee	\$2,800.00	\$2,800.00		E
	\$2,800 + \$5.00 /	\$2,800 + \$5.00 /		
>500,000- Permit fee	\$1,000.00	\$1,000.00		E
Add a safety code levy of 4% of the Permit Fee, min \$4.50; max \$560.00				E
Electrical Permit (Residential Solar Panel Installation)	\$220.00	\$220.00		
<b>Engineering Fees</b>				
If the Town retains an engineering consultant to review plans or documents; The fee for the review of those plans or documents is the invoice submitted by the engineering consultant plus an administrative fee of	\$210.00	\$1,000.00	per review	E
Storm Water Management Review:	\$1,110.00	\$1,250.00	per review	E
Review of Water Act Approval and related documents in relation to a Subdivision	\$560.00	\$750.00	per review	E
Construction Completion Certificates (CCC) and Final Acceptance Certificates (F AC) for New Development (Note that there is no fee for the first two (2) inspections for both the CCC and the FAC stages)	\$160.00/hr... for each additional inspection	\$160.00/hr... for each additional inspection	per inspection	E
<b>Construction Temporary Water Services</b>				
Water meter rental fees - per day	\$8.00	\$8.50	per day	E
Water meter rental fees - per week	\$50.00	\$55.00	per week	E
Water meter rental fees - per month	\$170.00	\$180.00	per month	E
Water meter rental security deposit	\$2,370.00	\$2,400.00	per meter	E
Relocation of water meter	\$150.00 /hr. for each relocation	\$150.00 /hr. for each relocation	per meter	E
<b>Gas Permit Fee Schedule for Residential Installations</b>				
1-2 Permit Fee	\$150.00	\$150.00		E
3-5 Permit Fee	\$175.00	\$175.00		E
6-7 Permit Fee	\$200.00	\$200.00		E
8-10 Permit Fee	\$225.00	\$225.00		E
11 or more Permit Fee	\$225.00 plus \$10 per outlet	\$225.00 plus \$10 per outlet		E
Temp service/heat - Permit Fee	\$145.00	\$145.00		E
Service re-connection Permit Fee	\$145.00	\$145.00		E
Propane tank set Permit Fee	\$145.00	\$145.00		E
Add a safety code levy of 4% of the Permit Fee, min \$4.50; max \$560.00				E
<b>Gas Permit Fee Schedule for Non-Residential Installations</b>				
0 ≤ 100,000 Permit Fee	\$135.00	\$135.00		E
> 100,000 < 200,000 Permit Fee	\$150.00	\$150.00		E
> 200,000 < 400,00 Permit Fee	\$165.00	\$165.00		E
> 400,000 ≤ 1,000,000 Permit Fee	\$275.00	\$275.00		E
> 1,000,000 ≤ 2,000,000 Permit Fee	\$325.00	\$325.00		E
> 2,000,000 Permit Fee	\$350.0 + \$7.00/ 100,000 BTU or portion of	\$350.0 + \$7.00/ 100,000 BTU or portion of		E
Add a safety code levy of 4% of the Permit Fee, min \$4.50; max \$560.00				E
<b>Municipal Right-of-Way Work and Excavation Permits</b>				
Municipal Right-of-Way Work and Excavation Permit	\$250.00	\$265.00	per permit	E
Municipal Right-of-Way Work and Excavation Permit Deposit	\$2,420.00	\$2,500.00	per permit	E
Pavement Degradation Fee (trench width equal to or less than 2m)	\$19.18/linear metre	\$19.50	per linear meter	E
Pavement Degradation Fee (trench width greater than 2m)	\$12.78/linear metre	\$13.00	per linear meter	E

Annual Increase

0.0%

0.0%

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# Town of Strathmore - Fees Bylaw Schedules

## Schedule E - Planning & Development Fees

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>Number of outlets</b>				
1 - 3 Permit Fee	\$150.00	\$150.00		E
4 - 7 Permit Fee	\$160.00	\$160.00		E
8 - 10 Permit Fee	\$200.00	\$200.00		E
11 or more Permit Fee	\$200.00 + \$10.00 ea. additional	\$200.00 + \$10.00 ea. additional		E
Manufactured home/ready to move home on block/piles - Permit Fee	\$165.00	\$165.00		E
Add a Safety Codes Levy of 4% of the Permit Fee: Min \$4.50 Max \$560.00				E
<b>Private Sewage Disposal System (PSDS) Permit Fee Schedule for Single Family Residential</b>				
<b>Number of outlets</b>				
Holding tanks, open discharge Permit Fee	\$300.00	\$300.00		E
Fields, mounds, sand filters, treatment tanks Permit Fee	\$600.00	\$600.00		E
Add a Safety Codes Levy of 4% of the Permit Fee: Min \$4.50 Max \$560.00				E
<b>Refund of Fees</b>				
If an application is withdrawn by an applicant prior to circulation or inspection: Up to fifty (50) percent of the fee may be refunded to an applicant, if the application warrants circulation to internal or external agencies and departments but the circulation has not commenced, or an inspection hasn't occurred, provided a minimum administration fee must be retained by the Town	\$150.00 min admin fee	\$150.00 min admin fee	\$150.00 min admin fee	E
If an application is withdrawn by an applicant after circulation, after inspection, or if the permit has expired: No refund, if a circulation to internal or external agencies or departments has been processed; or if a decision has been rendered on the application, or if an inspection has occurred; or if the permit has expired	N/A	N/A	N/A	E
<b>Road Closure Fees</b>				
Road closure, per application	\$1,080.00	\$1,080.00	per application	E
<b>Subdivision Application &amp; Application Amendments &amp; Application Documents</b>				
Subdivision Application for a maximum of two (2) lots (units if bare land condominium) Note that, there is no fee for any of the following lots: Community Services Reserve, Environmental Reserve, Municipal Reserve, Municipal and School Reserve, School Reserve, or Public Utility Lot.	\$1750.00 including residual lot or parcel plus \$200 for every additional lot (units if bare land condominium)	\$1800.00 including residual lot or parcel plus \$200 for every additional lot (units if bare land condominium)	per application	E
Subdivision Changes/Revised Subdivision Application - applicant proposes changes that warrant a further circulation	\$500.00 + costs of any engineering fees prescribed above	\$500.00 + costs of any engineering fees prescribed above	per application	E
Development Agreement/Subdivision Agreement Preparation (Development Agreements as per s.655 of the Municipal Government Act regarding a Subdivision)	\$2,030.00	\$2,080.00	per agreement	E
Deferred Servicing Agreement (Development Agreement/Subdivision Agreement) Preparation	\$1,090.00	\$1,120.00	per agreement	E
<b>Subdivision Endorsement, Security &amp; Time Extension</b>				
Endorsement of a plan of subdivision or other instrument, which enables the subdivision to be registered in the Land Titles Office (residential 2-lot subdivisions):	\$325.00	\$325.00	per plan of subdivision	E
Endorsement of a plan of subdivision or other instrument, which enables the subdivision to be registered in the Land Titles Office: (all other cases):	\$120.00 per lot (unit if bare land condominium). Note there is a minimum fee of \$480.00	\$125.00 per lot (unit if bare land condominium). Note there is a minimum fee of \$500.00	per plan of subdivision	E
Security for a Subdivision:	Established in the Servicing Agreement that is a condition of a subdivision approval.	Established in the Servicing Agreement that is a condition of a subdivision approval.	per plan of subdivision	E
Time extension in respect to an approval of a subdivision application:	\$375.00 each for the first two extensions; and \$475.00 each for the third and any subsequent extensions.	\$400.00 each for the first two extensions; and \$500.00 each for the third and any subsequent extensions.	per plan of subdivision	E
Various agreement, easement, and other document preparation	\$1,090.00	\$1,120.00	per document	E
<b>Building Permit Fees &amp; Services (Effective January 1)</b>				
Residential, Commercial, Industrial, Institutional projects  (Project Value is based on the actual cost of material and labour. Verification of costs may be requested prior to permit issuance.)	\$10.50 per \$1,000 of Project Value	\$10.75 per \$1,000 of Project Value	per permit	E
Additional Safety Code Levy	4.0% of Permit Fee, Minimum \$5.00, Maximum \$560.00	4.0% of Permit Fee, Minimum \$5.00, Maximum \$560.00	per permit	E
Transfer of ownership fees per permit	\$150.00	\$150.00	per permit	E
Residential, Commercial, Industrial, and Institutional projects minimum Building Permit Fee	\$150.00 plus the Safety Codes Levy	\$155.00 plus the Safety Codes Levy	per permit	E
Demolition Permit (Building Permit)	\$150.00 plus the Safety Codes Levy	\$155.00 plus the Safety Codes Levy	per permit	E
Building Permit extension request	\$160.00	\$165.00	per request	E
Alternative Solution Review under the National Building Code Alberta Edition	\$500.00 in addition to the permit fee	\$500.00 in addition to the permit fee	per review	E

**Annual Increase**

0.0%  
0.0%  
0.0%

0.0%

0.0%  
0.0%

0.0%

2.5%

2.8%

0.0%

0.0%

3.1%

# Town of Strathmore - Fees Bylaw Schedules

## Schedule E - Planning & Development Fees

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
Pre-Development Inspection by a Safety Codes Officer (An owner may request an inspection to determine if the existing building meets National Building Code, Alberta Edition)	\$280	\$290	per inspection	E
Building Permit (Residential Solar Panel Installation)	\$150.00 plus the Safety Codes Levy	\$150.00 plus the Safety Codes Levy		
Re-inspection in excess of QMP	\$170	\$185	per inspection	E
Occupancy prior to inspection	\$820	\$900	per offense	E
Failure to request re-inspection	\$220	\$250	per offense	E
Pre-mature inspection request	\$220	\$250	per request	E
Failure to verify a compliance	\$220	\$250	per offense	E
Building commencement without a permit:	Double the permit fees if a development/building has commenced before the issuance of a Building Permit	Double the permit fees if a development/building has commenced before the issuance of a Building Permit	per permit	E
Water and Sewer Connection Permit	\$150	\$150	per permit	E
<b>Appeals</b>				
Appeal to the Subdivision & Development Appeal Board	\$200.00	\$200.00	per appeal	E
<b>Telecommunication, Cell Tower, and Other Above Ground Utility Fees</b>				
Cell Tower circulation and review	\$2,710.00	\$2,750.00	per permit	E
Other above ground utility (other antennas, power lines, street lights, etc.)	\$520.00	\$525.00	per permit	
Telecommunication Review and Approval Assignment	\$340.00	\$350.00	per permit	E

**Annual Increase**

3.6%

8.8%

9.8%

13.6%

13.6%

13.6%

0.0%

0.0%

1.5%

1.0%

2.9%

# Town of Strathmore - Fees Bylaw Schedules

## Schedule F - Miscellaneous

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
Credit Card Fee - All TOS Payment Terminals	1.5%	3.0%	per transaction	E
Picnic Table Rentals	\$50.00	\$50.00	per table	T
Park Electrical Connection	\$100.00	\$100.00	per day	T
Barricade Rentals	\$20.00	\$20.00	per barricade	T
Picnic Table Repair/Replacement Fee	cost + 15% admin fee	cost + 15% admin fee	-	T
Rental of Council Chambers for a Ceremonial Event	\$50 base fee + \$100 per hour	\$50 base fee + \$100 per hour	Base + per hour	T
Any Accounts Receivable	2%	2%	Outstanding balance	E

**Annual  
Increase**

100.00%  
0.00%  
0.00%  
0.00%

0.00%

# Town of Strathmore - Fees Bylaw Schedules

## Schedule G - Utilities

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>1) Water Fees</b>				
<b>Water Consumption Rate</b>				
Per cubic metre charge	\$3.07	\$3.15	per cubic metre	E
<b>Water System Charge - Monthly based on Meter Size</b>				
17mm (5/8")	\$13.20	\$13.60	per water meter	E
19mm (3/4")	\$46.60	\$47.80	per water meter	E
25mm (1")	\$99.10	\$101.60	per water meter	E
32mm (1 1/4")	\$166.00	\$171.00	per water meter	E
38mm (1 1/2")	\$249.00	\$256.00	per water meter	E
51mm (2")	\$459.00	\$471.00	per water meter	E
76mm (3")	\$590.00	\$605.00	per water meter	E
102 mm (4")	\$1,893.00	\$1,941.00	per water meter	E
152mm (5")	\$4,285.00	\$4,393.00	per water meter	E
203mm (8")	\$7,634.00	\$7,825.00	per water meter	E
254mm (10")	\$11,950.00	\$12,249.00	per water meter	E
<b>Water Infrastructure Rate</b>				
Infrastructure Reserve Fund Charge - Monthly	\$3.74	\$3.90	per water meter	E
<b>Unmetered Rates</b>				
Hydrant consumption rate for unmetered water	\$6.80	\$7.00	per cubic metre	E
<b>Water Turn On/Off</b>				
Each Turn Off/On	\$40.00	\$40.00	for each visit	E
<b>Meter Fees</b>				
New Meter Fee (Newly Constructed Premises)	cost + shipping + \$50 admin fee	cost + shipping + \$50 admin fee	per meter	E
Meter Test Fee (if tested within acceptable compliance limits)	cost + shipping + \$50 admin fee	cost + shipping + \$50 admin fee	per meter test	E
Failure to Attend Appointment Fee	\$40.00	\$41.00	per appointment	E
<b>Bulk Water</b>				
Bulk Water - per cubic meter	\$6.09	\$6.30	per cubic metre	E
Bulk Water Card		\$24.00	per card	E
<b>2) Wastewater Fees</b>				
<b>Wastewater Consumption Rate</b>				
In addition to the Monthly System Charges, each premise having a meter shall pay a levy amount per cubic meter of potable water metered	\$2.38	\$2.44	per cubic metre	E
<b>Wastewater System Charge - Monthly based on Meter Size</b>				
17mm (5/8")	\$33.00	\$33.90	per water meter	E
19mm (3/4")	\$57.00	\$58.50	per water meter	E
25mm (1")	\$117.00	\$120.00	per water meter	E
32mm (1 1/4 " )	\$214.00	\$220.00	per water meter	E
38mm (1 1/2")	\$344.00	\$353.00	per water meter	E
51mm (2")	\$615.00	\$631.00	per water meter	E
76mm (3")	\$741.00	\$760.00	per water meter	E
102mm (4")	\$2,496.00	\$2,559.00	per water meter	E
152mm (5")	\$5,492.00	\$5,630.00	per water meter	E
203mm (8")	\$9,787.00	\$10,032.00	per water meter	E
254mm (10")	\$22,256.00	\$22,813.00	per water meter	E
<b>Wastewater Infrastructure Rate</b>				
Wastewater Infrastructure Fund Charge - Monthly	\$4.61	\$6.20	per account	E
<b>3) Storm Water Fee</b>				
Storm Water System Charge - Monthly	\$9.47	\$9.71	per account	E
Storm Water Infrastructure Fund Charge - Monthly	\$0.97	\$0.50	per account	E
<b>4) Solid Waste Fees</b>				
Solid Waste System - Monthly	\$26.00	\$20.50	per account	E
Bag tags	\$4.00	\$4.10	per tag	E
Replace lost and/or repair damaged collection cart (Non-standard replacement cycle)	cost + 15% admin fee	cost + 15% admin fee	per bin	E
Removal of unsuitable load from recycle facility	cost + 15% admin fee	cost + 15% admin fee	per bin	E
Disposal of fridges and freezers at recycle facility	Facility operator rate	Facility operator rate	per bin	E

**Annual Increase**

2.6%

3.0%

2.6%

2.5%

3.0%

2.8%

2.6%

2.5%

2.5%

2.5%

2.5%

2.5%

4.3%

2.9%

0.0%

2.5%

3.4%

2.5%

2.7%

2.6%

2.6%

2.8%

2.6%

2.6%

2.6%

2.5%

2.5%

2.5%

2.5%

34.5%

2.5%

-48.5%

-21.2%

2.5%

# Town of Strathmore - Fees Bylaw Schedules

## Schedule G - Utilities

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>5) Other Utility Fees</b>				
<b>Administration Fee</b>				
New account establisher (per new account)	\$35.00	\$35.00	per account	E
Utility Bill Paper Billing Fee		\$2.00	per bill produced	E
<b>Security Fee</b>				
A Customer/Property Owner, who is a first time owner in Town or whose previous accounts were not kept in good standing, after submitting an Application For Service for approval to the Town, is required to pay a Security Fee, prior to using the Water System. This fee shall be held by the Town against non-payment of all rates, charges, tolls, fares and rents fixed under Strathmore Fees Bylaw, for a period of one (1) year without interest.	\$250.00	\$250.00	per account	E
Any Utility Bill, or portion thereof, that remains unpaid after the Due Date, the last day of every month, shall have a penalty, calculated monthly, on the unpaid balance, which penalty will form part of the rate levied.	2.0%	2.0%		E
A charge will be applicable, without further notice, on any outstanding amount on any Outstanding Utility Bill that is transferred to the tax roll.	\$50.00	\$50.00		E
There shall be a fee for each NSF cheque, returned cheque, and EFT ( electronic funds transfer) item returned.	\$50.00	\$50.00		E

Annual Increase

0.0%

0.0%

0.0%

0.0%

0.0%

# Town of Strathmore - Fees Bylaw Schedules

## Schedule H - Municipal Enforcement

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>Dog License Fee</b>				
Spayed / neutered per year	\$35	\$35	per animal	E
Intact / year	\$60	\$60	per animal	E
<b>Cat License Fee</b>				
Spayed / neutered per year	\$25	\$25	per animal	E
Intact per year	\$30	\$30	per animal	E
<b>Licensing Fee</b>				
Exotic Animal	\$25	\$25	per animal	E
Exotic Animal - Initial license	\$100	\$100	per animal	E
Urban Beekeeping - License	\$30	\$30	per animal	E
Urban Beekeeping - Application Fee	\$50	\$50	per animal	E
Urban Hens - License	\$50	\$50	per animal	E
Urban Hens - Unlicensed Hen	\$150	\$150	per animal	E
Vicious Animal Declaration (Fee + costs)	\$10	\$10	per animal	E
Foster Animal license	-	-	per animal	E
<b>Impound/Animal Shelter Fee</b>				
Dogs per day	\$50	\$50		E
Cats per day	\$50	\$50		E
Veterinary fees	Cost + 15% Admin	Cost + 15% Admin		E
Euthanizing fee	Cost + 15% Admin	Cost + 15% Admin		E

**Annual Increase**

0.0%

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# Town of Strathmore - Fees Bylaw Schedules

## Schedule I - Taxi Permits & Fees

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>Licenses (Annual Fees)</b>				
Taxi Broker License (required to purchase Business License)	No Charge	No Charge		
Taxi License (for vehicles)	\$60	\$60	per vehicle	E
Chauffeur Permit	\$60	\$60	per driver	E

**Annual Increase**

0.0%  
0.0%



# Town of Strathmore - Fees Bylaw Schedules

## Schedule J - Cemetery

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable	Annual Increase
<b>Plots</b>					
<i>Full size burial plot (4'x10')</i>			per plot	T	
Resident (10 years or more)	\$1,000	\$1,000	per plot	T	0.0%
Resident (less than 10 years)	\$1,250	\$1,250	per plot	T	0.0%
Resident (sub region) (living within county boundaries)	\$2,500	\$2,500	per plot	T	0.0%
Non-Resident	\$5,000	\$5,000	per plot	T	0.0%
Child Plot	\$500	\$500	per plot	T	0.0%
<i>Cremation plot (2'x3')</i>			per plot	T	
Resident (10 years or more)	\$500	\$500	per plot	T	0.0%
Resident (less than 10 years)	\$625	\$625	per plot	T	0.0%
Resident (sub region) (living within county boundaries)	\$1,250	\$1,250	per plot	T	0.0%
Non-Resident	\$2,500	\$2,500	per plot	T	0.0%
Child Plot	\$250	\$250	per plot	T	0.0%
<b>Columbarium Niches - includes first engraving</b>					
<i>Resident (10 years or more)</i>					
Columbarium Level 1	\$2,090	\$2,090	per niches	T	0.0%
Columbarium Level 2	\$2,200	\$2,200	per niches	T	0.0%
Columbarium Level 3	\$2,310	\$2,310	per niches	T	0.0%
Columbarium Level 4	\$2,420	\$2,420	per niches	T	0.0%
<i>Resident (less than 10 years)</i>					
Columbarium Level 1	\$2,610	\$2,610	per niches	T	0.0%
Columbarium Level 2	\$2,750	\$2,750	per niches	T	0.0%
Columbarium Level 3	\$2,890	\$2,890	per niches	T	0.0%
Columbarium Level 4	\$3,030	\$3,030	per niches	T	0.0%
<i>Resident (sub region) (living within county boundaries)</i>					
Columbarium Level 1	\$5,230	\$5,230	per niches	T	0.0%
Columbarium Level 2	\$5,500	\$5,500	per niches	T	0.0%
Columbarium Level 3	\$5,780	\$5,780	per niches	T	0.0%
Columbarium Level 4	\$6,050	\$6,050	per niches	T	0.0%
<i>Non-Resident</i>					
Columbarium Level 1	\$10,450	\$10,450	per niches	T	0.0%
Columbarium Level 2	\$11,000	\$11,000	per niches	T	0.0%
Columbarium Level 3	\$11,550	\$11,550	per niches	T	0.0%
Columbarium Level 4	\$12,100	\$12,100	per niches	T	0.0%
<b>Opening &amp; Closing</b>					
Opening & Closing for Niche	\$200	\$200	each time	T	0.0%
Opening & Closing for Burial Plot (Full Size)	\$1,200	\$1,200	each time	T	0.0%
Opening & Closing for Burial Plot (Full Size) - child	\$600	\$600	each time	T	0.0%
Additional Charge Full Size Burial Plot for after hours (business days)	\$300	\$300	per hour	T	0.0%
Additional Charge Full Size Burial Plot for after hours (Weekends & Holidays) (minimum 2 hour call out)	\$300	\$300	per hour	T	0.0%
Opening & Closing for Disinterment Full Size Plot - Summer	\$2,400	\$2,400	each time	T	0.0%
Opening & Closing for Disinterment Full Size Plot - Winter	not permitted	not permitted	each time	T	
Opening & Closing for Double Depth Burial Plot	\$1,800	\$1,800	each time	T	0.0%
Opening & Closing for Cremation Plot	\$300	\$300	each time	T	0.0%
Additional Charge Winter - Opening & Closing for Cremation Plot (Nov 1 - April 30)	\$150	\$150	each time	T	0.0%
Additional Charge Winter - Opening & Closing for Full Size Plot (Nov 1 - April 30)	\$600	\$600	each time	T	0.0%
Additional Charge Cremation Plot for after hours (business days)	\$150	\$150	per hour	T	0.0%
Additional Charge Cremation Plot for after hours (Weekends & Holidays) (minimum 2 hour call out)	\$150	\$150	per hour	T	0.0%
Opening & Closing for Disinterment Cremation Plot - Summer	\$600	\$600	each time	T	0.0%
Opening & Closing for Disinterment Cremation Plot - Winter	not permitted	not permitted	each time	T	
Additional Charge for Weekends and Holidays	itemized above	itemized above	per hour	T	
<b>Transfer of Rights</b>					
Transfer of Rights	\$150	\$150	per transfer	T	0.0%
<b>Monuments</b>					
Permit for a monument	\$100	\$100	per permit	E	0.0%
<b>Bench &amp; Tree Dedication</b>					
Tree Dedication (Includes Engraved Plaque for Monument in Rose Garden and Choice of Tree)	\$3,200	\$3,200	per tree	T	0.0%
Memorial Bench (Includes Bronze Plaque and Installation)	\$1,800	\$1,800	per bench	T	0.0%

# Town of Strathmore - Fees Bylaw Schedules

## Schedule K - Community & Protective Services - Fire

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>Fire Safety</b>				
Occupancy Load Certificates	\$100.00	\$100.00	per certificate	E
Fire Safety Inspections - Initial Fire Inspection (All Businesses)	\$75.00	\$75.00	per inspection	E
Fire Safety Inspections - Follow Up Fire Inspection	\$275.00	\$275.00	per inspection	E
Fire Safety Inspections - Licensing (i.e.. Health, Daycares, Foster Homes)	\$200.00	\$200.00	per inspection	E
Fire code compliance Re-Inspection	\$300.00	\$300.00	per inspection	E
<b>Cost Recovery</b>				
Response within the Town of Strathmore	no charge	no charge	-	E
105' Ladder Truck	\$720.00	\$740.00	per hour	E
Engines - Rescue Units	\$720.00	\$740.00	per hour	E
Command Unit (mobile)	\$210.00	\$220.00	per hour	E
Other equipment as may be required	At cost	At cost	-	E
Fire Investigations	\$150.00	\$175.00	per hour	E
Fire Department Apparatus Stand-by	\$720.00	\$740.00	per hour	E
Response to Fire Rescue, Dangerous Goods or other incidents outside municipal boundary.	As per Agreement and/or Alberta Transporation Guidelines	As per Agreement and/or Alberta Transporation Guidelines	-	E
<b>Permits</b>				
Open Burning Permits	\$50.00	\$50.00	per permit	E
Special Events Permit	\$150.00	\$150.00	per permit	E
Fireworks Permit	\$150.00	\$150.00	per permit	E
<b>Response to False Alarms</b>				
False Alarms, first	no charge	no charge	-	E
Second and subsequent within first calendar year	\$720.00	\$740.00	per event	E
<b>Administrative</b>				
As per Schedule "A" of this Bylaw	per schedule A	per schedule A	-	E

<b>Annual Increase</b>
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# Town of Strathmore - Fees Bylaw Schedules

## Schedule L - RCMP

Item	2025	2026	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>Criminal Records Check</b>				
Employment - Resident of Strathmore	\$50	\$50		E
Volunteers (with letter)	No charge	No charge		
<b>Fingerprinting</b>				
Employment - Resident of Strathmore	\$25	\$25		E
<b>Motor Vehicle Collision Reports</b>				
Motor Vehicle Collision Reports	\$50	\$50		E

**Annual Increase**

0.0%

0.0%

0.0%

# Town of Strathmore - Fees Bylaw Schedules

## Schedule M - Community Services - Family Centre

	2025 Before GST	2025 GST Included	2026 Before GST	2026 GST Included	Unit of Measure	GST E = Exempt I = Included T = Taxable	User Annual Increase
Public Skating							
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per skate	I	
Child (3 - 7 years)	\$2.62	\$2.75	\$2.62	\$2.75	per skate	I	0.0%
Youth (8 - 17 years)	\$4.05	\$4.25	\$4.05	\$4.25	per skate	I	0.0%
Adult (18 - 64 years)	\$5.24	\$5.50	\$5.24	\$5.50	per skate	I	0.0%
Senior 65+ years	\$4.05	\$4.25	\$4.05	\$4.25	per skate	I	0.0%
Special Needs	\$4.05	\$4.25	\$4.05	\$4.25	per skate	I	0.0%
Special Needs - Caregiver	FREE	FREE	FREE	FREE	per time	I	
Family	\$15.00	\$15.75	\$15.00	\$15.75	per skate	I	0.0%
Shinny / Ice Bykes							
Child Shinny (3 - 7 years)	\$2.62	\$2.75	\$2.62	\$2.75	per time	I	0.0%
Youth Shinny (8 - 17 years)	\$4.05	\$4.25	\$4.05	\$4.25	per time	I	0.0%
Adult Shinny (18-64 years)	\$5.24	\$5.50	\$5.24	\$5.50	per time	I	0.0%
Special Needs	\$4.05	\$4.25	\$4.05	\$4.25	per time	I	0.0%
Special Needs - Caregiver	FREE	FREE	FREE	FREE	per time	I	
Ice Bykes	\$7.86	\$8.25	\$7.86	\$8.25	per time	I	0.0%
Annual Skating Pass							
Tots (0 - 2 years)	free	free	free	free	per person	I	
Child (3 - 7 years)	\$41.67	\$43.75	\$41.67	\$43.75	per person	I	0.0%
Youth (8 - 17 years)	\$62.38	\$65.50	\$62.38	\$65.50	per person	I	0.0%
Adult (18 - 64 years)	\$83.33	\$87.50	\$83.33	\$87.50	per person	I	0.0%
Senior 65+ years	\$62.38	\$65.50	\$62.38	\$65.50	per person	I	0.0%
Special Needs	\$62.38	\$65.50	\$62.38	\$65.50	per person	I	0.0%
Family	\$208.57	\$219.00	\$208.57	\$219.00	per person	I	0.0%
All Access Pass							
Tots (0 - 2 years)	Included in Schedule N				per person	I	-
Child (3 - 7 years)					per person	I	-
Youth (8 - 17 years)					per person	I	-
Adult (18 - 64 years)					per person	I	-
Senior 65+ years					per person	I	-
Special Needs					per person	I	-
Family					per family	I	-
Ice Rental Rates							
Blue Rink							
Affiliated Youth Prime Time	\$148.57	\$156.00	\$151.54	\$159.12	per hour	I	2.0%
Non-Prime Time	\$138.10	\$145.00	\$140.82	\$147.86	per hour	I	2.0%
Adult Prime Time	\$238.10	\$250.00	\$242.86	\$255.00	per hour	I	2.0%
Blended/Stat Holiday Prime Time	\$182.86	\$192.00	\$186.51	\$195.84	per hour	I	2.0%
Early Bird Special Mon-Thurs (6am - 8am)	\$104.76	\$110.00	\$106.85	\$112.19	per hour	I	2.0%
Weekday Special Mon-Thurs (8am-3pm)	\$135.24	\$142.00	\$140.82	\$147.86	per hour	I	4.1%
Non-Peak Season (July & August)	\$135.24	\$142.00	\$140.82	\$147.86	per hour	I	4.1%
School Ice	\$62.38	\$65.50	\$63.63	\$66.81	per hour	I	2.0%
Summer Camp Day Rate (1 rink, meeting, 8 hours max)	\$1,500.00	\$1,575.00	\$1,530.00	\$1,606.50	per day	I	2.0%
Non-Regional Youth	\$172.38	\$181.00	\$175.83	\$184.62	per hour	I	2.0%
Non-Regional Adult	\$262.86	\$276.00	\$268.11	\$281.52	per hour	I	2.0%
Ice Bykes	\$33.57	\$35.25	\$34.24	\$35.96	per hour	I	2.0%
Gold Rink							
Affiliated Youth Prime Time	\$162.86	\$171.00	\$166.11	\$174.42	per hour	I	2.0%
Non-Prime Time	\$150.48	\$158.00	\$153.49	\$161.16	per hour	I	2.0%
Adult Prime Time	\$261.90	\$275.00	\$267.14	\$280.50	per hour	I	2.0%
Blended/Stat Holiday Prime Time	\$200.00	\$210.00	\$204.00	\$214.20	per hour	I	2.0%
Early Bird Special Mon-Thurs (6am - 8am)	\$115.24	\$121.00	\$117.54	\$123.42	per hour	I	2.0%
Weekday Special Mon-Thurs (8am-3pm)	\$147.62	\$155.00	\$153.49	\$161.16	per hour	I	4.0%
Non-Peak Season (July & August)	\$147.62	\$155.00	\$153.49	\$161.16	per hour	I	4.0%
School Ice	\$68.57	\$72.00	\$69.94	\$73.44	per hour	I	2.0%
Non-Regional Youth	\$188.57	\$198.00	\$192.34	\$201.96	per hour	I	2.0%
Non-Regional Adult	\$289.52	\$304.00	\$295.31	\$310.08	per hour	I	2.0%
Ice Bykes	\$33.57	\$35.25	\$34.24	\$35.96	per hour	I	2.0%
Pad Rental Rates							
Blue Dry Pad	\$77.14	\$81.00	\$78.68	\$82.62	per hour	I	2.0%
Gold Dry Pad	\$93.57	\$98.24	\$95.44	\$100.21	per hour	I	2.0%
K-12 School pad rental	\$39.28	\$41.24	\$40.07	\$42.07	per hour	I	2.0%
Other Facility Rentals							
Meeting Rooms							
Facility Exclusivity Rental (both arenas, concession, rooms)	\$475.00	\$500.00	\$484.50	\$508.73	per hour	I	
Blue Meeting Room, Non-profit	\$12.62	\$13.25	\$12.87	\$13.51	per hour	I	2.0%
Blue Meeting Room, Commercial	\$23.81	\$25.00	\$24.28	\$25.49	per hour	I	2.0%
Community Room, Non-Profit	\$30.71	\$32.25	\$31.32	\$32.90	per hour	I	2.0%
Community Room, Commercial	\$50.00	\$52.50	\$51.00	\$53.55	per hour	I	2.0%
Office Space / monthly (Gold pad space)	\$127.62	\$134.00	\$130.17	\$136.68	per month	I	2.0%
Storage per month							
Crawl space storage	\$46.43	\$48.75	\$47.35	\$49.72	per month	I	2.0%
Under bleacher storage	\$63.81	\$67.00	\$65.09	\$68.25	per month	I	2.0%
Office storage	\$46.43	\$48.75	\$47.36	\$49.28	per month	I	2.0%
Old Shed	\$31.90	\$33.50	\$32.54	\$34.16	per month	I	2.0%
Dressing Rooms							
Dressing room late fee/30 mins	\$83.33	\$87.50	\$85.00	\$88.90	per game	I	2.0%
Dressing Room cleaning fee	\$44.76	\$47.00	\$45.66	\$47.94	per game	I	2.0%
Private Dressing room year round/per month	\$150.48	\$158.00	\$153.49	\$161.16	per month	I	2.0%
Administration Fees							
Program Transfer	\$0.00	\$0.00	\$11.17	\$11.72	per change	-	100.0%
Program Cancellation Fee	\$0.00	\$0.00	\$22.58	\$23.71	per change	-	100.0%

# Town of Strathmore - Fees Bylaw Schedules

## Schedule N - Community Services - Aquatic Centre

Item	2025 Before GST	2025 GST Included	2026 Before GST	2026 GST Included	Unit of Measure	GST E = Exempt I = Included T = Taxable	Annual Increase
Public Swim & General Admission - Single Admission							
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T	
Child (3 - 7 years)	\$3.57	\$3.75	\$3.57	\$3.75	per person	T	0.0%
Youth (8 - 17 years)	\$5.48	\$5.75	\$5.48	\$5.75	per person	T	0.0%
Adult (18 - 64 years)	\$7.14	\$7.50	\$7.14	\$7.50	per person	T	0.0%
Seniors (65+ years)	\$5.48	\$5.75	\$5.48	\$5.75	per person	T	0.0%
Special needs	\$5.48	\$5.75	\$5.48	\$5.75	per person	T	0.0%
Special needs - Caregiver	FREE	FREE	FREE	FREE	per person	T	
Family	\$17.86	\$18.75	\$17.86	\$18.75	per family	T	0.0%
Showers Access Only	\$3.10	\$3.25	\$3.10	\$3.50	per person	T	0.0%
10 x Punch Pass							
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T	
Child (3 - 7 years)	\$32.38	\$34.00	\$32.38	\$34.00	per person	T	0.0%
Youth (8 - 17 years)	\$48.57	\$51.00	\$48.57	\$51.00	per person	T	0.0%
Adult (18 - 64 years)	\$64.76	\$68.00	\$64.76	\$68.00	per person	T	0.0%
Seniors (65+ years)	\$48.57	\$51.00	\$48.57	\$51.00	per person	T	0.0%
Special needs	\$48.57	\$51.00	\$48.57	\$51.00	per person	T	0.0%
Special needs - Caregiver	FREE	FREE	FREE	FREE	per person	T	
Family	\$161.90	\$170.00	\$161.90	\$170.00	per family	T	0.0%
30 x Punch Pass							
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T	
Child (3 - 7 years)	\$86.67	\$91.00	\$86.67	\$91.00	per person	T	0.0%
Youth (8 - 17 years)	\$130.48	\$137.00	\$130.48	\$137.00	per person	T	0.0%
Adult (18 - 64 years)	\$173.33	\$182.00	\$173.33	\$182.00	per person	T	0.0%
Seniors (65+ years)	\$130.48	\$137.00	\$130.48	\$137.00	per person	T	0.0%
Special needs	\$130.48	\$137.00	\$130.48	\$137.00	per person	T	0.0%
Special needs - Caregiver	FREE	FREE	FREE	FREE	per person	T	
Family	\$433.33	\$455.00	\$433.33	\$455.00	per family	T	0.0%
1 Month Pass							
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T	
Child (3 - 7 years)	\$35.95	\$37.75	\$35.95	\$37.75	per person	T	0.0%
Youth (8 - 17 years)	\$53.81	\$56.50	\$53.81	\$56.50	per person	T	0.0%
Adult (18 - 64 years)	\$71.90	\$75.50	\$71.90	\$75.50	per person	T	0.0%
Seniors (65+ years)	\$53.81	\$56.50	\$53.81	\$56.50	per person	T	0.0%
Special needs	\$53.81	\$56.50	\$53.81	\$56.50	per person	T	0.0%
Special needs - Caregiver	FREE	FREE	FREE	FREE	per person	T	
Family	\$180.00	\$189.00	\$180.00	\$189.00	per family	T	0.0%
6 Month Pass							
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T	
Child (3 - 7 years)	\$122.86	\$129.00	\$122.86	\$129.00	per person	T	0.0%
Youth (8 - 17 years)	\$183.81	\$193.00	\$183.81	\$193.00	per person	T	0.0%
Adult (18 - 64 years)	\$244.76	\$257.00	\$244.76	\$257.00	per person	T	0.0%
Seniors (65+ years)	\$183.81	\$193.00	\$183.81	\$193.00	per person	T	0.0%
Special needs	\$183.81	\$193.00	\$183.81	\$193.00	per person	T	0.0%
Special needs - Caregiver	FREE	FREE	FREE	FREE	per person	T	
Family	\$612.38	\$643.00	\$612.38	\$643.00	per family	T	0.0%
Annual Pass							
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T	
Child (3 - 7 years)	\$223.81	\$235.00	\$223.81	\$235.00	per person	T	0.0%
Youth (8 - 17 years)	\$335.24	\$352.00	\$335.24	\$352.00	per person	T	0.0%
Adult (18 - 64 years)	\$446.67	\$469.00	\$446.67	\$469.00	per person	T	0.0%
Seniors (65+ years)	\$335.24	\$352.00	\$335.24	\$352.00	per person	T	0.0%
Special needs	\$335.24	\$352.00	\$335.24	\$352.00	per person	T	0.0%
Family	\$1,117.14	\$1,173.00	\$1,117.14	\$1,173.00	per family	T	0.0%
All Access Pass							
Tots (0 - 2 years)	Included in Schedule N						
Child (3 - 7 years)							
Youth (8 - 17 years)							
Adult (18 - 64 years)							
Seniors (65+ years)							
Special needs							
Family							
Public Rentals							
Lap Pool							
1 - 35 Swimmers	\$132.38	\$139.00	\$135.03	\$141.78	per hour	T	2.0%
36 - 70 Swimmers	\$165.71	\$174.00	\$169.02	\$177.47	per hour	T	2.0%
71 - 105 Swimmers	\$200.95	\$211.00	\$204.96	\$215.21	per hour	T	2.0%
106 - 140 Swimmers	\$236.19	\$248.00	\$240.91	\$252.96	per hour	T	2.0%
141 - 175 Swimmers	\$276.19	\$290.00	\$281.71	\$295.80	per hour	T	2.0%
Extra Lifeguard	\$34.29	\$36.00	\$34.98	\$36.73	per hour	T	2.0%
Leisure Pool							
1 - 35 Swimmers	\$132.38	\$139.00	\$135.03	\$141.78	per hour	T	2.0%
36 - 70 Swimmers	\$165.71	\$174.00	\$169.02	\$177.47	per hour	T	2.0%
Combined Lap/Leisure Pool							
1 - 35 Swimmers	\$210.48	\$221.00	\$214.68	\$225.41	per hour	T	2.0%
36 - 70 Swimmers	\$238.10	\$250.00	\$242.86	\$255.03	per hour	T	2.0%
71 - 105 Swimmers	\$265.71	\$279.00	\$271.02	\$284.57	per hour	T	2.0%
106 - 140 Swimmers	\$293.33	\$308.00	\$299.20	\$314.16	per hour	T	2.0%
141 - 175 Swimmers	\$321.90	\$338.00	\$328.34	\$344.76	per hour	T	2.0%
Extra Lifeguard	\$34.29	\$36.00	\$34.98	\$36.93	per hour	T	2.0%
Lanes							
1 Lane	\$22.14	\$23.25	\$22.58	\$23.71	per hour	T	2.0%
2 Lane	\$43.81	\$46.00	\$44.67	\$46.90	per hour	T	2.0%
3 Lane	\$65.71	\$69.00	\$67.02	\$70.37	per hour	T	2.0%
4 Lane	\$88.10	\$92.50	\$89.86	\$94.35	per hour	T	2.0%
5 Lane	\$109.52	\$115.00	\$111.71	\$116.73	per hour	T	2.0%
6 Lane	\$132.38	\$139.00	\$135.02	\$141.77	per hour	T	2.0%
Club/ School Rentals							
Lap Pool							
1 - 35 Swimmers	\$86.67	\$91.00	\$88.40	\$92.82	per hour	T	2.0%
36 - 70 Swimmers	\$120.95	\$127.00	\$123.37	\$129.54	per hour	T	2.0%
71 - 105 Swimmers	\$155.24	\$163.00	\$158.34	\$166.26	per hour	T	2.0%
106 - 140 Swimmers	\$190.48	\$200.00	\$194.29	\$204.00	per hour	T	2.0%
141 - 175 Swimmers	\$225.71	\$237.00	\$230.22	\$241.73	per hour	T	2.0%
Extra Lifeguard	\$34.29	\$36.00	\$34.98	\$36.73	per hour	T	2.0%
Leisure Pool							
1 - 35 Swimmers	\$86.67	\$91.00	\$88.40	\$92.82	per hour	T	2.0%
36 - 70 Swimmers	\$120.95	\$127.00	\$123.37	\$129.54	per hour	T	2.0%
Combined Lap/Leisure Pool							
1 - 35 Swimmers	\$138.10	\$145.00	\$140.86	\$147.90	per hour	T	2.0%
36 - 70 Swimmers	\$165.71	\$174.00	\$169.02	\$177.47	per hour	T	2.0%
71 - 105 Swimmers	\$192.38	\$202.00	\$196.23	\$206.04	per hour	T	2.0%
106 - 140 Swimmers	\$221.90	\$233.00	\$226.34	\$237.66	per hour	T	2.0%
141 - 175 Swimmers	\$249.52	\$262.00	\$254.51	\$267.24	per hour	T	2.0%
Extra Lifeguard	\$34.29	\$36.00	\$34.98	\$36.73	per hour	T	2.0%
Lanes							
1 Lane	\$14.52	\$15.25	\$14.81	\$15.55	per hour	T	2.0%
2 Lane	\$27.86	\$29.25	\$28.41	\$29.83	per hour	T	2.0%
3 Lane	\$43.33	\$45.50	\$44.20	\$46.41	per hour	T	2.0%

# Town of Strathmore - Fees Bylaw Schedules

## Schedule N - Community Services - Aquatic Centre

Item	2025 Before GST	2025 GST Included	2026 Before GST	2026 GST Included	Unit of Measure	GST E = Exempt I = Included T = Taxable
4 Lane	\$57.14	\$60.00	\$58.28	\$61.19	per hour	T
5 Lane	\$71.90	\$75.50	\$73.33	\$76.99	per hour	T
6 Lane	\$86.67	\$91.00	\$88.40	\$92.82	per hour	T
<b>Room Rentals</b>						
<b>Event Room Rental</b>						
Per Hour - min 2.5 hours	\$22.14	\$23.25	\$22.58	\$23.71	per hour	T
<b>Meeting Room (Club User Groups Only)</b>						
Per Hour	\$22.14	\$23.25	\$22.58	\$23.71	per hour	T
<b>Administration Fees</b>						
Swimming Lessons Transfer Fee	\$10.95	\$11.50	\$11.17	\$11.72	per change	T
Swimming Lessons Cancellation Fee	\$22.14	\$23.25	\$22.58	\$23.71	per change	T

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# Town of Strathmore - Fees Bylaw Schedules

## Schedule N - Community Services - All Access Fees

Item	2025 Before GST	2025 GST Included	2026 Before GST	2026 GST Included	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>All Access Pass - Annual</b>						
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T
Child (3 - 7 years)	\$300.00	\$315.00	\$300.00	\$315.00	per person	T
Youth (8 - 17 years)	\$450.48	\$473.00	\$450.48	\$473.00	per person	T
Adult (18 - 64 years)	\$600.00	\$630.00	\$600.00	\$630.00	per person	T
Seniors (65+ years)	\$450.48	\$473.00	\$450.48	\$473.00	per person	T
Special needs	\$450.48	\$473.00	\$450.48	\$473.00	per person	T
Family	\$1,500.00	\$1,575.00	\$1,500.00	\$1,575.00	per family	T
<b>All Access Pass - 6 Month</b>						
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T
Child (3 - 7 years)	\$188.95	\$189.00	\$188.95	\$189.00	per person	T
Youth (8 - 17 years)	\$283.95	\$284.00	\$283.95	\$284.00	per person	T
Adult (18 - 64 years)	\$377.95	\$378.00	\$377.95	\$378.00	per person	T
Seniors (65+ years)	\$283.95	\$284.00	\$283.95	\$284.00	per person	T
Special needs	\$283.95	\$284.00	\$283.95	\$284.00	per person	T
Family	\$944.95	\$945.00	\$944.95	\$945.00	per family	T
<b>All Access Pass - 3 Month</b>						
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T
Child (3 - 7 years)	\$117.95	\$118.00	\$117.95	\$118.00	per person	T
Youth (8 - 17 years)	\$176.95	\$177.00	\$176.95	\$177.00	per person	T
Adult (18 - 64 years)	\$235.95	\$236.00	\$235.95	\$236.00	per person	T
Seniors (65+ years)	\$176.95	\$177.00	\$176.95	\$177.00	per person	T
Special needs	\$176.95	\$177.00	\$176.95	\$177.00	per person	T
Family	\$589.95	\$590.00	\$589.95	\$590.00	per family	T
<b>All Access Pass - 1 Month</b>						
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T
Child (3 - 7 years)	\$52.95	\$53.00	\$52.95	\$53.00	per person	T
Youth (8 - 17 years)	\$78.95	\$79.00	\$78.95	\$79.00	per person	T
Adult (18 - 64 years)	\$104.95	\$105.00	\$104.95	\$105.00	per person	T
Seniors (65+ years)	\$78.95	\$79.00	\$78.95	\$79.00	per person	T
Special needs	\$78.95	\$79.00	\$78.95	\$79.00	per person	T
Family	\$262.95	\$263.00	\$262.95	\$263.00	per family	T
<b>All Access Pass - 30X Pass</b>						
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T
Child (3 - 7 years)	\$125.95	\$126.00	\$125.95	\$126.00	per person	T
Youth (8 - 17 years)	\$188.95	\$189.00	\$188.95	\$189.00	per person	T
Adult (18 - 64 years)	\$251.95	\$252.00	\$251.95	\$252.00	per person	T
Seniors (65+ years)	\$188.95	\$189.00	\$188.95	\$189.00	per person	T
Special needs	\$188.95	\$189.00	\$188.95	\$189.00	per person	T
Family	\$629.95	\$630.00	\$629.95	\$630.00	per family	T
<b>All Access Pass - 10X Pass</b>						
Tots (0 - 2 years)	FREE	FREE	FREE	FREE	per person	T
Child (3 - 7 years)	\$46.95	\$47.00	\$46.95	\$47.00	per person	T
Youth (8 - 17 years)	\$70.95	\$71.00	\$70.95	\$71.00	per person	T
Adult (18 - 64 years)	\$93.95	\$94.00	\$93.95	\$94.00	per person	T
Seniors (65+ years)	\$70.95	\$71.00	\$70.95	\$71.00	per person	T
Special needs	\$70.95	\$71.00	\$70.95	\$71.00	per person	T
Family	\$234.95	\$235.00	\$234.95	\$235.00	per family	T

**Annual  
Increase**

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# Town of Strathmore - Fees Bylaw Schedules

## Schedule O - Strathmore Motor Products Sports Centre

Item	2025 Before GST	2026 Before GST	2026 GST Included	Unit of Measure	GST E = Exempt I = Included T = Taxable
General Drop-in Admission - Single Admission					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$3.81	\$3.81	\$4.00	per person	T
Youth (8 - 17 years)	\$5.71	\$5.71	\$6.00	per person	T
Adult (18 - 64 years)	\$7.62	\$7.62	\$8.00	per person	T
Seniors (65+ years)	\$5.71	\$5.71	\$6.00	per person	T
Special Needs	\$5.71	\$5.71	\$6.00	per person	T
Special Needs - Caregiver	Free	Free	Free	per person	T
Family	\$19.05	\$19.05	\$20.00	per family	T
10 Pass Admission					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$33.81	\$33.81	\$35.50	per person	T
Youth (8 - 17 years)	\$50.95	\$50.95	\$53.50	per person	T
Adult (18 - 64 years)	\$67.62	\$67.62	\$71.00	per person	T
Seniors (65+ years)	\$50.95	\$50.95	\$53.50	per person	T
Special Needs	\$50.95	\$50.95	\$53.50	per person	T
Family	\$169.05	\$169.05	\$177.50	per family	T
30 Pass Admission					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$90.48	\$90.48	\$95.00	per person	T
Youth (8 - 17 years)	\$136.19	\$136.19	\$143.00	per person	T
Adult (18 - 64 years)	\$181.19	\$181.19	\$190.25	per person	T
Seniors (65+ years)	\$136.19	\$136.19	\$143.00	per person	T
Special Needs	\$136.19	\$136.19	\$143.00	per person	T
Family	\$453.33	\$453.33	\$476.00	per family	T
1 Month Membership					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$37.62	\$37.62	\$39.50	per person	T
Youth (8 - 17 years)	\$56.67	\$56.67	\$59.50	per person	T
Adult (18 - 64 years)	\$75.24	\$75.24	\$79.00	per person	T
Seniors (65+ years)	\$56.67	\$56.67	\$59.50	per person	T
Special Needs	\$56.67	\$56.67	\$59.50	per person	T
Family	\$188.10	\$188.10	\$197.50	per family	T
3 Month Membership					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$79.05	\$79.05	\$83.00	per person	T
Youth (8 - 17 years)	\$119.05	\$119.05	\$125.00	per person	T
Adult (18 - 64 years)	\$158.33	\$158.33	\$166.25	per person	T
Seniors (65+ years)	\$119.05	\$119.05	\$125.00	per person	T
Special Needs	\$119.05	\$119.05	\$125.00	per person	T
Family	\$396.19	\$396.19	\$416.00	per family	T
6 Month Membership					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$128.57	\$128.57	\$135.00	per person	T
Youth (8 - 17 years)	\$192.38	\$192.38	\$202.00	per person	T
Adult (18 - 64 years)	\$256.43	\$256.43	\$269.25	per person	T
Seniors (65+ years)	\$192.38	\$192.38	\$202.00	per person	T
Special Needs	\$192.38	\$192.38	\$202.00	per person	T
Family	\$640.95	\$640.95	\$673.00	per family	T
Annual Membership					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$234.29	\$234.29	\$246.00	per person	T
Youth (8 - 17 years)	\$350.48	\$350.48	\$368.00	per person	T
Adult (18 - 64 years)	\$467.62	\$467.62	\$491.00	per person	T
Seniors (65+ years)	\$350.48	\$350.48	\$368.00	per person	T
Special Needs	\$350.48	\$350.48	\$368.00	per person	T
Family	\$1,169.52	\$1,169.52	\$1,228.00	per family	T
All Access Pass					
Tots (0 - 2 years)	Included in Schedule N				
Child (3 - 7 years)					
Youth (8 - 17 years)					
Adult (18 - 64 years)					
Seniors (65+ years)					
Pre-School (3-4 years)					
Special needs					
Family					
Drop-In Admission (Track only) - Single Admission					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$1.19	\$1.19	\$1.25	per person	T
Youth (8 - 17 years)	\$1.90	\$1.90	\$2.00	per person	T
Adult (18 - 64 years)	\$2.38	\$2.38	\$2.50	per person	T

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Increase**

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# Town of Strathmore - Fees Bylaw Schedules

## Schedule O - Strathmore Motor Products Sports Centre

Item	2025 Before GST	2026 Before GST	2026 GST Included	Unit of Measure	GST E = Exempt I = Included T = Taxable
Seniors (65+ years)	\$1.90	\$1.90	\$2.00	per person	T
Special Needs	\$1.90	\$1.90	\$2.00	per person	T
Family	\$5.95	\$5.95	\$6.25	per family	T
<b>10 Pass Admission (Track only)</b>					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$10.48	\$10.48	\$11.00	per person	T
Youth (8 - 17 years)	\$15.71	\$15.71	\$16.50	per person	T
Adult (18 - 64 years)	\$20.95	\$20.95	\$22.00	per person	T
Seniors (65+ years)	\$15.71	\$15.71	\$16.50	per person	T
Special Needs	\$15.71	\$15.71	\$16.50	per person	T
Family	\$52.38	\$52.38	\$55.00	per family	T
<b>1 Month Membership (Track only)</b>					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$11.67	\$11.67	\$12.25	per person	T
Youth (8 - 17 years)	\$17.62	\$17.62	\$18.50	per person	T
Adult (18 - 64 years)	\$23.33	\$23.33	\$24.50	per person	T
Seniors (65+ years)	\$17.62	\$17.62	\$18.50	per person	T
Special Needs	\$17.62	\$17.62	\$18.50	per person	T
Family	\$58.33	\$58.33	\$61.25	per family	T
<b>3 Month Membership (Track only)</b>					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$29.05	\$29.05	\$30.50	per person	T
Youth (8 - 17 years)	\$43.33	\$43.33	\$45.50	per person	T
Adult (18 - 64 years)	\$57.86	\$57.86	\$60.75	per person	T
Seniors (65+ years)	\$43.33	\$43.33	\$45.50	per person	T
Special Needs	\$43.33	\$43.33	\$45.50	per person	T
Family	\$144.76	\$144.76	\$152.00	per family	T
<b>6 Month Membership (Track only)</b>					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$52.14	\$52.14	\$53.75	per person	T
Youth (8 - 17 years)	\$78.10	\$78.10	\$80.50	per person	T
Adult (18 - 64 years)	\$104.29	\$104.29	\$107.25	per person	T
Seniors (65+ years)	\$78.10	\$78.10	\$80.50	per person	T
Special Needs	\$78.10	\$78.10	\$80.50	per person	T
Family	\$260.95	\$260.95	\$268.00	per family	T
<b>Annual Membership (Track only)</b>					
Tots (0 - 2 years)	Free	Free	Free	per person	T
Child (3 - 7 years)	\$86.67	\$86.67	\$89.00	per person	T
Youth (8 - 17 years)	\$129.52	\$129.52	\$134.00	per person	T
Adult (18 - 64 years)	\$173.10	\$173.10	\$178.25	per person	T
Seniors (65+ years)	\$129.52	\$129.52	\$134.00	per person	T
Special Needs	\$129.52	\$129.52	\$134.00	per person	T
Family	\$432.38	\$432.38	\$446.00	per family	T
<b>Field</b>					
Youth (prime time)	\$82.38	\$84.02	\$88.22	per hour	T
Youth (non-prime time)	\$55.24	\$56.34	\$59.16	per hour	T
Adult (prime time)	\$109.52	\$111.71	\$117.30	per hour	T
Adult (non-prime time)	\$73.33	\$74.79	\$78.53	per hour	T
Youth Day Rate	\$742.86	\$757.72	\$795.61	per hour	T
Adult Day Rate	\$990.48	\$1,010.29	\$1,060.80	per hour	T
<b>Concrete Pad Rental</b>					
Youth Rental	\$29.29	\$29.87	\$31.36	per hour	T
Adult Rental	\$39.05	\$39.83	\$41.82	per hour	T
<b>Gymnasium</b>					
Youth Full Gymnasium (prime time)	\$43.71	\$44.58	\$46.82	per hour	T
Youth Full Gymnasium (non-prime time)	\$29.76	\$30.35	\$31.88	per hour	T
Youth 1/2 Gymnasium Rental	\$25.95	\$26.47	\$27.80	per hour	T
Adult Full Gymnasium (prime time)	\$58.10	\$59.26	\$62.22	per hour	T
Adult Full Gymnasium (non-prime time)	\$39.83	\$40.62	\$42.66	per hour	T
Adult 1/2 Gymnasium Rental	\$34.52	\$35.21	\$36.98	per hour	T
Youth Day Rate	\$390.48	\$398.29	\$418.20	per hour	T
Adult Day Rate	\$520.00	\$530.40	\$556.92	per hour	T
<b>Batting Cage Rental</b>					
Batting Cage Only (all ages)	\$19.05	\$19.43	\$20.40	per hour	T
Batting Cage & Concrete (all ages)	\$38.33	\$47.63	\$50.00	per hour	T
Batting Cage Off Season Set Up Fee		\$38.00	\$40.00	per set up	T
<b>Exclusive Facility Rental</b>					
Day rate	\$2,195.24	\$2,195.24	\$2,305.00	per day	T
<b>Administration Fees</b>					
Program Transfer	\$10.64	\$11.17	\$11.72	per change	T
Program Cancellation Fee	\$21.50	\$22.58	\$23.71	per change	T

**Annual  
Increase**

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# Town of Strathmore - Fees Bylaw Schedules

## Schedule O - Strathmore Motor Products Sports Centre

Item	2025 Before GST	2026 Before GST	2026 GST Included	Unit of Measure	GST E = Exempt I = Included T = Taxable
<b>Storage Cages</b>					
Full cage		\$47.50	\$50.00	per month	T
half cage		\$28.50	\$30.00	per month	T
locker upstairs		\$19.00	\$20.00	per month	T

Annual  
Increase

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## Schedule P - Strathmore Civic Centre

Annual Increase



## NOTICE OF MOTION

Initial notice given: September 3, 2025  
Meeting date for motion: September 17, 2025

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**SUBMITTED BY: Councillor Denise Peterson**

**SUBJECT: Boardwalk Through the Wetlands**

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**WHEREAS** the Town of Strathmore (ToS) has made a commitment to preserving wetlands in our community;

**AND WHEREAS** the construction of a sustainable pathway could provide access to recreational activities that promote environmental consciousness and wetland preservation while preserving the ecological integrity of the wetland;

**AND WHEREAS** the wetland area now owned by the ToS south of Gray's Park presents an opportunity for developing a pathway that would connect the existing pathway system;

**AND WHEREAS** the ToS is committed through our strategic plan to promote *environmental engagement*;

**THEREFORE, BE IT RESOLVED THAT** Council direct Administration, to investigate the following:

1. **Feasibility Study:** assess the feasibility of constructing a sustainable pathway in the ToS owned wetland south of Gray's Park, including an assessment of the scope of ecological assessment required and environmental regulatory compliance requirements to be met, and ensuring compliance with *Parks and Pathways Bylaw No. 14-07*.
2. **Cost Estimation:** Provide a preliminary cost estimate for, the preliminary assessments and any 3<sup>rd</sup> party studies required, construction, maintenance, and potential funding sources (partnerships) for the pathway project.
3. **Community Engagement:** Outline a plan for engaging with the local community and stakeholders to gather input and feedback regarding the sustainable pathway.
4. **Implementation Timeline:** Develop a projected timeline for the investigative process, from initial study through to potential construction phases, if approved.

**AND THAT** the findings and recommendations resulting from this investigation be reported back to Council by January 21, 2026.