

**AGENDA**  
**REGULAR COUNCIL MEETING**  
**Wednesday, December 3, 2025 @ 6:00 PM**  
**Council Chambers, 1 Parklane Drive, Strathmore AB**

Page

**1. CALL TO ORDER**

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

**2. CONFIRMATION OF AGENDA**

**3. CLOSED MEETING**

- 3.1. Council CAO Dialogue – Advice from officials – ATIA S. 29(1)(b)(iii)  
3.2. Water License – Advice from officials – ATIA S. 29(1)(a)

**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 – November 17, 2025  
8.2 Regular Council Meeting Minutes – November 19, 2025  
8.3 Regular Council Meeting Minutes – November 20, 2025  
8.4 Regular Council Meeting Minutes – November 25, 2025  
9.1 Council Meeting Schedule Amendment – December 2025  
9.2 Corporate Quarterly Report – Q3 2025  
9.3 Community Improvement Program (CIP) Funding Recommendations  
11.2.1 WADEMSA – September 22, 2025 – Meeting Minutes  
11.2.2 WADEMSA – October 2, 2025 – Meeting Minutes  
11.2.3 WADEMSA – October 15, 2025 – Meeting Minutes  
11.2.4 Wheatland Housing Management Body – October 16, 2025  
– Meeting Minutes  
12.1 Congratulatory Letters from Golden Hills School Division  
12.2 Congratulatory Letters from Standard General Calgary

**8. CONFIRMATION OF MINUTES**

- 8.1. Regular Council Meeting Minutes – November 17, 2025

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	<a href="#">Agenda Item - AIR-25-260 - Pdf</a>	
8.2.	Regular Council Meeting Minutes – November 19, 2025 <a href="#">Agenda Item - AIR-25-263 - Pdf</a>	10 - 19
8.3.	Regular Council Meeting Minutes – November 20, 2025 <a href="#">Agenda Item - AIR-25-265 - Pdf</a>	20 - 28
8.4.	Regular Council Meeting Minutes – November 25, 2025 <a href="#">Agenda Item - AIR-25-269 - Pdf</a>	29 - 35
<b>9.</b>	<b>BUSINESS</b>	
9.1.	Council Meeting Schedule Amendment – December 2025 <a href="#">Agenda Item - AIR-25-267 - Pdf</a>	36 - 41
9.2.	Corporate Quarterly Report – Q3 2025 <a href="#">Agenda Item - AIR-25-268 - Pdf</a>	42 - 69
9.3.	Community Improvement Program (CIP) Funding Recommendations <a href="#">Agenda Item - AIR-25-256 - Pdf</a>	70 - 78
<b>10.</b>	<b>BYLAWS</b>	
10.1.	Land Use Bylaw Amending Bylaw No. 25-21 (209 Sixth Avenue, Strathmore) <a href="#">Agenda Item - AIR-25-251 - Pdf</a>	79 - 95
<b>11.</b>	<b>COUNCILLOR INFORMATION &amp; INQUIRIES</b>	
11.1.	QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS	
11.2.	BOARD AND COMMITTEE REPORTS	
11.2.1.	WADEMSA – September 22, 2025 – Meeting Minutes <a href="#">WADEMSA – September 22, 2025 – Meeting Minutes</a>	96 - 99
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11.2.3.	WADEMSA – October 15, 2025 – Meeting Minutes <a href="#">WADEMSA – October 15, 2025 – Meeting Minutes</a>	101 - 102
11.2.4.	Wheatland Housing Management Body – October 16, 2025 – Meeting Minutes <a href="#">Wheatland Housing Management Body – October 16, 2025 – Meeting Minutes</a>	103 - 106
11.3.	QUESTION AND ANSWER PERIOD	
11.4.	ADMINISTRATIVE INQUIRIES	
11.5.	NOTICES OF MOTION	
<b>12.</b>	<b>CORRESPONDENCE</b>	
12.1.	Congratulatory Letters from Golden Hills School Division <a href="#">Congratulatory Letters from Golden Hills School Division</a>	107 - 113
12.2.	Congratulatory Letters from Standard General Calgary <a href="#">Congratulatory Letters from Standard General Calgary</a>	114 - 120
<b>13.</b>	<b>ADJOURNMENT</b>	





# Request for Decision

**To:** Council

**Staff Contact:** Kevin Scoble, Chief Administrative Officer

**Date Prepared:** November 17, 2025

**Meeting Date:** December 3, 2025

**SUBJECT:** Regular Council Meeting Minutes – November 17, 2025

**RECOMMENDATION:** THAT Council adopt the November 17, 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

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the November 17, 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 November 17, 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 - 17 Nov 2025 - Meeting Minutes](#)

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Veronica Anderson, Legislative Services Officer

Approved  
- 19 Nov  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 21 Nov  
2025



# MINUTES

## REGULAR COUNCIL MEETING

6:00 PM - Monday, November 17, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

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**COUNCIL PRESENT:**

Mayor Pat Fule, Councillor Claude Brown, Councillor Jim Chisholm, Councillor Matt Hyde, Councillor Melissa Langmaid, Councillor Richard Wegener, and Deputy Mayor Brent Wiley

**STAFF PRESENT:**

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

**1. CALL TO ORDER**

Deputy Mayor Wiley called the November 17, 2025 Regular Council Meeting to order at 6:00 p.m.

**2. CONFIRMATION OF AGENDA**

**Resolution No. 290.11.25**

Moved by Councillor Chisholm

THAT Council adopt the November 17, 2025 Regular Council Meeting Agenda as presented.

**FOR:** Deputy Mayor Wiley, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, and Councillor Wegener

**AGAINST:** None.

**CARRIED**

**3. BUSINESS**

**3.1. 2026 Funding Requests – Community Groups**

1. **Shock Trauma Air Rescue Service (STARS)**
2. **Strathmore Performing Arts Festival Association**

Mayor Fule joined the meeting at 6:33 p.m.

Deputy Mayor Wiley relinquished the chair at 6:38 p.m.

Mayor gained the chair at 6:38 p.m.

3. **Badlands Search and Rescue**
4. **Strathmore and District Agricultural Society**
5. **Strathmore Overnight Shelter**
6. **Foothills Advocacy In Motion Society (FAIM)**
7. **The Happy Gang Society of Strathmore**
8. **Royal Canadian Legion Branch 10**
9. **Strathmore Youth Theatre Society**
10. **Wheatland Society of Arts**
11. **Strathmore & Wheatland County Christmas Hamper Society**
12. **True North Society**
13. **Strathmore Municipal Library**
14. **Happy Cat Sanctuary**
15. **Hope Bridges Society**

**Resolution No. 291.11.25**

Moved by Councillor Hyde

THAT Council take a 10-minute recess at 8:31 p.m.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

Councillor Hyde left the meeting at 8:31 p.m.

**16. Mainsprings Pregnancy and Family Care, Strathmore**

Councillor Hyde rejoined the meeting at 8:51 p.m.

**17. Kakato'si Kristian Ayoungman Foundation**

**4. ADJOURNMENT**

Mayor Fule adjourned the November 17, 2025 Regular Council Meeting at 9:05 p.m.

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Mayor

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Director of Strategic, Administrative,  
and Financial Services



# Request for Decision

**To:** Council

**Staff Contact:** Kevin Scoble, Chief Administrative Officer

**Date Prepared:** November 18, 2025

**Meeting Date:** December 3, 2025

**SUBJECT:** Regular Council Meeting Minutes – November 19, 2025

**RECOMMENDATION:** THAT Council adopt the November 19, 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

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the November 19, 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 November 19, 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 - 19 Nov 2025 - Meeting Minutes](#)

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Veronica Anderson, Legislative Services Officer

Approved  
- 21 Nov  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 26 Nov  
2025





# MEETING MINUTES

## REGULAR COUNCIL MEETING

6:00 PM - Wednesday, November 19, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

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**COUNCIL PRESENT:**

Mayor Pat Fule, Councillor Claude Brown, Councillor Jim Chisholm, Councillor Matt Hyde, Councillor Melissa Langmaid, Councillor Richard Wegener, and Deputy Mayor Brent Wiley

**STAFF PRESENT:**

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

1. **CALL TO ORDER**

Mayor Fule called the November 19, 2025 Regular Council Meeting to order at 6:00 p.m.

2. **CONFIRMATION OF AGENDA**

**Resolution No. 292.11.25**

Moved by Councillor Brown

THAT Council adopt the November 19, 2025 Regular Council Meeting Agenda as presented.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

3. **CLOSED MEETING**

**Resolution No. 293.11.25**

Moved by Councillor Hyde

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

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

## **CARRIED**

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

3.2. **Annexation Update – Advice from officials – ATIA S. 29(1)(a)**

3.3. **Legal Update – Advice from officials – ATIA S. 29(1)(a)**

### **Resolution No. 294.11.25**

Moved by Councillor Langmaid

THAT Council move out of Camera at 7:03 p.m.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

## **4. PUBLIC HEARING**

None.

## **5. PUBLIC COMMENTS**

- Kenton Zeigler spoke regarding 9.1 Petition – Intersection Safety Concerns – Westmount Drive and Westlake Bay.
- Greg Wheeler spoke regarding 9.1 Petition – Intersection Safety Concerns – Westmount Drive and Westlake Bay.

## **6. DELEGATIONS**

None.

## **7. CONSENT AGENDA**

### **Resolution No. 295.11.25**

Moved by Councillor Wiley

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

- 8.1 Regular Council Meeting Minutes - November 5, 2025
- 8.2 Special Council Meeting Minutes - November 6, 2025
- 12.1 Congratulations from Minister of Municipal Affairs

## 12.2 Congratulations from Olds College

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

## 8. **CONFIRMATION OF MINUTES**

### 8.1. **Regular Council Meeting Minutes – November 5, 2025**

The following motion was adopted by the consent agenda:

THAT Council adopt the November 5, 2025 Regular Council Meeting Minutes as presented in Attachment I.

### 8.2. **Special Council Meeting Minutes – November 6, 2025**

The following motion was adopted by the consent agenda:

THAT Council adopt the November 6, 2025 Special Council Meeting Minutes as presented in Attachment I.

## 9. **BUSINESS**

### 9.1. **Petition – Intersection Safety Concerns – Westmount Drive and Westlake Bay**

#### **Resolution No. 296.11.25**

Moved by Councillor Wiley

THAT Council direct Administration to engage in dialogue with the Diamond Shore President, or delegate, on the current situation/infrastructure and future Town plans and potential mitigations.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

## 10. **BYLAWS**

### 10.1. **Water Administration Bylaw No. 25-22**

#### **Resolution No. 297.11.25**

Moved by Councillor Wegener

THAT Council give First Reading to Bylaw No. 25-22, being the Water Administration Bylaw.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**Resolution No. 298.11.25**

Moved by Councillor Wegener

THAT Council give Second Reading to Bylaw No. 25-22, being the Water Administration Bylaw.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**Resolution No. 299.11.25**

Moved by Councillor Wegener

THAT Council give unanimous consent to proceed with Third and Final Reading of Bylaw No. 25-22, being the Water Administration Bylaw.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**Resolution No. 300.11.25**

Moved by Councillor Langmaid

THAT Council give Third and Final Reading to Bylaw No. 25-22, being the Water Administration Bylaw.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**10.2. ATIA Bylaw No. 25-24**

**Resolution No. 301 .11.25**

Moved by Councillor Langmaid

THAT Council give First Reading to Bylaw No. 25-24, being the Access to Information Act (ATIA) Bylaw.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

#### **Resolution No. 302.11.25**

Moved by Councillor Wiley

THAT Council give Second Reading to Bylaw No. 25-24, being the Access to Information Act (ATIA) Bylaw.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

#### **Resolution No. 303.11.25**

Moved by Councillor Wegener

THAT Council give unanimous consent to proceed with Third and Final Reading of Bylaw No. 25-24, being the Access to Information Act (ATIA) Bylaw.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

#### **Resolution No. 304.11.25**

Moved by Councillor Wegener

THAT Council give Third and Final Reading to Bylaw No. 25-24, being the Access to Information Act (ATIA) Bylaw.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

## **11. COUNCILLOR INFORMATION & INQUIRIES**

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

### **11.1.1. Wheatland Kings – All-Star Game**

Councillor Wegener stated that the Wheatland Kings will be hosting the Heritage Junior Hockey League (HJHL) All-Star Game on December 6, 2025.

### **11.1.2. Strathmore & Wheatland County Christmas Hamper Society**

Mayor Fule made a statement that Country 104.5 and Shopper's Drug Mart will be collecting toy, food, and hygiene items on November 20 and 21, 2025.

Councillor Langmaid made a comment that a list of items can be found on the Strathmore & Wheatland County Christmas Hamper Society's website.

Councillor Wegener made a comment that LEGO was mentioned during the November 17, 2025 Community Delegation Night by the Strathmore & Wheatland County Christmas Hamper Society.

Councillor Brown made a comment that Gift Cards are also acceptable.

## **11.2. BOARD AND COMMITTEE REPORTS**

None.

## **11.3. QUESTION AND ANSWER PERIOD**

None.

## **11.4. ADMINISTRATIVE INQUIRIES**

None.

## **11.5. NOTICES OF MOTION**

None.

**12. CORRESPONDENCE**

**12.1. Congratulations from Minister of Municipal Affairs**

**12.2 Congratulations from Olds College**

**13. ADJOURNMENT**

Mayor Fule adjourned the November 19, 2025 Regular Council Meeting at 7:55 p.m.

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Mayor

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Director of Strategic, Administrative,  
and Financial Services



# Request for Decision

**To:** Council

**Staff Contact:** Kevin Scoble, Chief Administrative Officer

**Date Prepared:** November 20, 2025

**Meeting Date:** December 3, 2025

**SUBJECT:** Regular Council Meeting Minutes – November 20, 2025

**RECOMMENDATION:** THAT Council adopt the November 20, 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

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the November 20, 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 November 20, 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 - 20 Nov 2025 - Minutes](#)

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Claudette Thorhaug, Legislative Services Officer

Approved  
- 21 Nov  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 27 Nov  
2025

# MINUTES

## REGULAR COUNCIL MEETING

6:00 PM - Thursday, November 20, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

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**COUNCIL PRESENT:**

Mayor Pat Fule, Councillor Claude Brown, Councillor Jim Chisholm, Councillor Matt Hyde, Councillor Melissa Langmaid, Councillor Richard Wegener, and Deputy Mayor Brent Wiley

**STAFF PRESENT:**

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

1. **CALL TO ORDER**

Mayor Fule called the November 20, 2025 Regular Council Meeting to order at 6:05 p.m.

2. **CONFIRMATION OF AGENDA**

**Resolution No. 305.11.25**

Moved by Councillor Langmaid

THAT Council adopt the November 20, 2025 Regular Council Meeting Agenda as presented.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

3. **CLOSED MEETING**

**Resolution No. 306.11.25**

Moved by Councillor Wegener

THAT Council move In Camera to discuss items related to section 20(2)(d) of the *Access to Information Act* at 6:08 p.m.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**3.1. 2026 Proposed Operating & Capital Budget Deliberations – Disclosure harmful to personal privacy – ATIA S. 20(2)(d)**

**Resolution No. 307.11.25**

Moved by Councillor Langmaid

THAT Council move out of Camera at 6:28 p.m.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**4. PUBLIC COMMENTS**

None.

**5. BUSINESS**

**5.1. 2026 Proposed Operating & Capital Budget Deliberations**

**Resolution No. 308.11.25**

Moved by Councillor Langmaid

THAT Council move In Camera to discuss items related to section 28(1)(a) and 29(1)(a) of the *Access to Information Act* at 6:35 p.m.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

Councillor Hyde excused himself from the meeting at 7:40 p.m., due to a potential conflict of interest under *Municipal Government Act* Sec. 170(1)(b).

Councillor Hyde rejoined the meeting at 7:42 p.m.

Mayor Fule left the meeting at 8:07 p.m.

Mayor Fule rejoined the meeting at 8:10 p.m.

**Resolution No. 309.11.25**

Moved by Councillor Langmaid

THAT Council move out of Camera at 8:27 p.m.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**Resolution No. 310.11.25**

Moved by Councillor Brown

THAT Council direct Administration to include funding for the feasibility study of a soundwall in the amount of \$30,000.

**FOR:** Councillor Brown

**AGAINST:** Mayor Fule, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**DEFEATED**

**Resolution No. 311.11.25**

Moved by Councillor Wiley

THAT Council direct Administration to bring amendments to the Community Improvement Program (CIP) Committee and FCSS Advisory Board bylaws to allow each program to consider annual funding requests from community groups;

AND THAT all future community funding requests be submitted to the CIP Committee and FCSS Advisory Board;

AND THAT Council direct Administration to bring amendments to the FCSS Grant Program Policy No. 5102, Community Improvement Program Policy No. 7204, and Boards and Committees Bylaw No. 22-26 to a future Committee of the Whole for Council to consider.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**Resolution No. 312.11.25**

Moved by Councillor Hyde

THAT Council approve of funding for Community Groups in the 2026 Operating Budget as follows:

- STARS in the amount of \$10,000

- Wheatland Society of Arts in the amount of \$40,000
- Strathmore & Wheatland Christmas Hamper Society in the amount of \$5,000
- Strathmore Agricultural Society – Celebration of Lights in the amount of \$5,000
- Municipal Library Board in the amount of \$394,600
- Kakato'si Kristian Ayoungman Foundation in the amount of \$10,000
- Happy Cat Sanctuary in the amount of \$30,000
- Strathmore Youth Theatre Company in the amount of \$5,000
- Strathmore Performing Arts Festival in the amount of \$5,000
- Hope Bridges Society in the amount \$3,300
- The Happy Gang Society of Strathmore in the amount of \$4,000
- Foothills Advocacy in Motion (FAIM) in the amount of \$2,500
- Royal Canadian Legion Branch No. 10 in the amount of \$11,000

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wiegner, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

Councillor Hyde excused himself from the meeting at 8:26 p.m., due to a potential conflict of interest under *Municipal Government Act* Sec. 170(1)(b).

#### **Resolution No. 313.11.25**

Moved by Councillor Langmaid

THAT Council approve of funding for Community Groups in the 2026 Operating Budget as follows:

Mainsprings Pregnancy and Family Support Association in the amount of \$5,000.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Langmaid, Council Wiegner, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

Councillor Hyde rejoined the meeting at 8:26 p.m.

#### **Resolution No. 314.11.25**

Moved by Councillor Langmaid

THAT Council direct administration to develop operating agreements for a period of

four (4) years with the following community groups:

- STARS
- Wheatland Society of Arts
- Municipal Library Board
- Happy Cat Society
- Strathmore and District Agricultural Society

**Resolution No. 315.11.25**

Moved by Councillor Hyde

THAT Council amend the motion to change the agreement period from four (4) years to three (3) years.

**FOR:** Councillor Hyde

**AGAINST:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**DEFEATED**

**Resolution No. 314.11.25**

Moved by Councillor Langmaid

THAT Council direct administration to develop operating agreements for a period of four (4) years with the following community groups:

- STARS
- Wheatland Society of Arts
- Municipal Library Board
- Happy Cat Society
- Strathmore and District Agricultural Society

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**Resolution No. 316.11.25**

Moved by Councillor Brown

THAT Council approve the inclusion of previously committed community group service agreements in the 2026 Operating Budget.

- Hemodialysis Water Rebate in the amount of \$1,000
- Seniors Grant - Tax Rebate in the amount of \$12,000

- Community Investment Program (CIP) in the amount of \$20,000
- FCSS Community Grants in the amount of \$60,000
- United Way in the amount of \$45,000
- Handi Bus in the amount of \$202,200
- Citizenship Awards in the amount of \$5,400
- Strathmore Ag. Society (Strathmore Stampede/Heritage Days) in the amount of \$25,800
- Strathmore Affordable Housing Society in the amount of \$8,000
- Physician Sponsorship Grant Policy in the amount of \$90,000

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**Resolution No. 317.11.25**

Moved by Councillor Langmaid

THAT Council take a 5 minute recess.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

Mayor Fule reconvened the November 20, 2025 Regular Council Meeting at 9:25 p.m.

**6. ADJOURNMENT**

Mayor Fule adjourned the November 20, 2025 Regular Council Meeting at 9:45 p.m.

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Mayor

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Director of Strategic, Administrative,  
and Financial Services





# Request for Decision

**To:** Council

**Staff Contact:** Kevin Scoble, Chief Administrative Officer

**Date Prepared:** November 24, 2025

**Meeting Date:** December 3, 2025

**SUBJECT:** Regular Council Meeting Minutes – November 25, 2025

**RECOMMENDATION:** THAT Council adopt the November 25, 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

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## SUSTAINABILITY

### ECONOMIC SUSTAINABILITY:

N/A

### SOCIAL SUSTAINABILITY:

N/A

### ENVIRONMENTAL SUSTAINABILITY:

N/A

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

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the November 25, 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 November 25, 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 - 25 Nov 2025 - Minutes](#)

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Johnathan Strathdee, Manager of Legislative Services

Approved  
- 27 Nov  
2025



# MINUTES

## REGULAR COUNCIL MEETING

6:00 PM - Tuesday, November 25, 2025

Council Chambers, 1 Parklane Drive, Strathmore AB

**COUNCIL PRESENT:**

Mayor Pat Fule, Councillor Claude Brown, Councillor Jim Chisholm, Councillor Matt Hyde, Councillor Melissa Langmaid, Councillor Richard Wegener, and Deputy Mayor Brent Wiley

**STAFF PRESENT:**

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

**1. CALL TO ORDER**

Mayor Fule called the November 25, 2025 Regular Council Meeting to order at 6:00 p.m.

**2. CONFIRMATION OF AGENDA**

**Resolution No. 318.11.25**

Moved by Councillor Langmaid

THAT Council adopt the November 25, 2025 Regular Council Meeting Agenda as presented.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**3. CLOSED MEETING**

**Resolution No. 319.11.25**

Moved by Councillor Wegener

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

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Councillor Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**3.1. Letter of intent – Advice from officials – ATIA S. 29(1)(a)**

**Resolution No. 320.11.25**

Moved by Councillor Langmaid

THAT Council move out of Camera at 6:23 p.m.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**Resolution No. 321.11.25**

Moved by Councillor Wegener

THAT Council adopt the recommendation for Closed Meeting Item 3.1 - Letter of Intent, as presented in the Confidential Administrative Report and as discussed In-camera.

AND THAT the details of the discussion remain confidential pursuant to S. 29(1)(a) of the *Access to Information Act* and in accordance with the approved Letter of Intent.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**4. PUBLIC COMMENTS**

None.

**5. BUSINESS**

**5.1. 2026 Proposed Operating & Capital Budget Deliberations – Day Two**

**Resolution No. 322.11.25**

Moved by Councillor Brown

THAT Council reduce contributions to the Operating Reserve from \$638,200 to \$404,000 equating to a 1.2% tax decrease.

**Resolution No. 323.11.25**

Moved by Councillor Langmaid

THAT Council take a five (5) minute recess.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

Mayor Fule reconvened the November 25, 2025 Regular Council Meeting at 7:40 p.m.

**Resolution No. 324.11.25**

Moved by Councillor Brown

THAT the motion be withdrawn.

“THAT Council reduce contributions to the Operating Reserve from \$638,200 to \$404,000 equating to a 1.2% tax decrease.”

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**Resolution No. 322.11.25**

Moved by Councillor Brown

THAT Council reduce contributions to the Operating Reserve from \$638,200 to \$404,000 equating to a 1.2% tax decrease.

**WITHDRAWN**

**Resolution No. 325.11.25**

Moved by Councillor Brown

THAT Council decrease contributions to the Operating Reserve \$638,200 to \$404,000 by:

- Reducing the annual contribution to the Financial Stabilization Reserve by \$100,000
- Reducing the annual contribution to non-annual recurring expenditures by \$134,200

**FOR:** Councillor Brown, Councillor Hyde, and Councillor Wiley

**AGAINST:** Mayor Fule, Councillor Chisholm, Councillor Langmaid, and Councillor

Wegener

**DEFEATED**

**Resolution No. 326.11.25**

Moved by Councillor Wiley

THAT Council adopt the 2026 Operating Budget in the amount of \$44,259,300 and the 2026 Capital Budget in the amount of \$8,721,000.

AND THAT Council direct Administration to cancel the Regular Council Meeting scheduled for November 26, 2025 at 6:00 p.m. in Council Chambers.

**FOR:** Mayor Fule, Councillor Brown, Councillor Chisholm, Councillor Hyde, Councillor Langmaid, Council Wegener, and Councillor Wiley

**AGAINST:** None.

**CARRIED**

**6. ADJOURNMENT**

Mayor Fule adjourned the November 25, 2025 Regular Council Meeting at 8:00 p.m.

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Mayor

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Director of Strategic, Administrative,  
and Financial Services



# Request for Decision

**To:** Council

**Staff Contact:** Kevin Scoble, Chief Administrative Officer

**Date Prepared:** November 24, 2025

**Meeting Date:** December 3, 2025

**SUBJECT:** Council Meeting Schedule Amendment - December 2025

**RECOMMENDATION:** THAT Council direct Administration to change the meeting scheduled on December 10, 2025 at 6:00 p.m. in Council Chambers from a Committee of the Whole to a Regular Council Meeting to be held at 6:00 p.m. in Council Chambers;

AND THAT Council direct Administration to cancel the Regular Council Meeting on December 17, 2025 at 6:00 p.m. in Council Chambers.

AND THAT Council confirm the Town of Strathmore Meeting Schedule for November 5, 2025 to October 28, 2026 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

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**IMPLICATIONS OF RECOMMENDATION:**

**GENERAL:**

The December 17, 2025 Meeting was originally planned as an opportunity to finalize the 2026 Budget, should it not be adopted on December 3, 2025. By changing the December 10, 2025 COTW to be a Regular Council Meeting it would allow for Council to consider additional items sooner, and provides Administration with additional time to execute before the end of the year.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

N/A

**FINANCIAL:**

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

**POLICY:**

N/A

**IMPLEMENTATION:**

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

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**BACKGROUND:**

Typically, the last meeting before the Christmas break has been reserved for budget approval; however, since Council approved the budget on November 25, Administration is recommending that the December 17 meeting be cancelled.

The Town of Strathmore's Meeting Schedule was prepared in accordance with Council's Procedure Bylaw, No. 23-17, and adopted during the October 29, 2025 Organizational Meeting.

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

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

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

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

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

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

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

The key issue is whether or not Council would like to alter the December 2025 Meeting Schedule as per Attachment I - to allow for decisions to be made earlier in the month by:

- changing the December 10, 2025 Committee of the Whole Meeting to a Regular Council Meeting.
- cancelling the December 17, 2025 Regular Council Meeting.

### **DESIRED OUTCOMES:**

For Council to direct Administration to change the December 2025 Meeting Schedule.

### **COMMUNICATIONS:**

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

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

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

N/A

**ATTACHMENTS:**

[Attachment I: Proposed Updates - Town of Strathmore Meeting Schedule for November 5, 2025 - October 28, 2026](#)

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Kevin Scoble, Chief Administrative Officer	Approved - 26 Nov 2025
Veronica Anderson, Legislative Services Officer	Approved - 26 Nov 2025
Johnathan Strathdee, Manager of Legislative Services	Approved - 27 Nov 2025
Kara Rusk, Director of Strategic, Administrative, and Financial Services	Approved - 27 Nov 2025

Proposed Update:



## TOWN OF STRATHMORE'S COUNCIL MEETING SCHEDULE

NOVEMBER 5, 2025 – OCTOBER 28, 2026\*

Updated December 3, 2025

### Regular Council Meetings

November 5, 2025  
November 17, 2025 (Community Funding Delegation Night)  
November 19, 2025  
November 20, 2025 (Budget Meeting)  
November 25, 2025 (Budget Meeting)  
November 26, 2025 (Budget Meeting) Cancelled  
December 3, 2025  
December 10, 2025 (New, was a COTW)  
December 17, 2025 (Cancelled)  
January 21, 2026  
February 4, 2026  
February 18, 2026  
March 4, 2026  
March 18, 2026  
April 1, 2026  
April 15, 2026  
May 6, 2026  
May 20, 2026  
June 3, 2026  
June 17, 2026  
July 8, 2026  
July 22, 2026  
September 2, 2026  
September 16, 2026  
October 7, 2026  
October 21, 2026  
October 28, 2026 – *Annual Organizational Meeting*

### **TIME:**

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

### **LOCATION:**

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

\*Unless otherwise amended by Council Resolution.

Proposed Update:



## TOWN OF STRATHMORE'S COUNCIL MEETING SCHEDULE

NOVEMBER 12, 2025 – OCTOBER 14, 2026\*

**Updated December 3, 2025**

### Committee of the Whole Meetings

December 10, 2025 (COTW cancelled  
and replaced with a Regular Council  
Meeting)

January 14, 2026

February 11, 2026

March 11, 2026

April 8, 2026

May 13, 2026

June 10, 2026

July 15, 2026

September 9, 2026

October 14, 2026

### **TIME:**

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

### **LOCATION:**

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

\*Unless otherwise amended by Council Resolution.



# Report for Council

To: Council

Date Prepared: November 24, 2025

Meeting Date: December 3, 2025

**SUBJECT:** Corporate Quarterly Report - Q3 2025

**RECOMMENDATION:** Information for Council

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

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

The Corporate Quarterly Report is issued four times each year to highlight progress on Council's current Strategic Plan and to provide an update on the Town's financial position. Its purpose is to promote transparency by keeping both Council and residents informed of the status of each Strategic Priority.

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## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

The Corporate Quarterly Report provides a financial update and outlines the Town's economic and fiscal initiatives, emphasizing the measures taken to advance economic sustainability as of the third quarter of 2025.

### **SOCIAL SUSTAINABILITY:**

The Town's initiatives to strengthen social sustainability are outlined within the Business Plan, which provides a comprehensive overview of related activities and current status updates.

**ENVIRONMENTAL SUSTAINABILITY:**

The Business Plan outlines activities and provides current status updates that detail the actions undertaken to strengthen climate resiliency.

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

The Corporate Strategic Plan & Financial Plan Quarterly Report outlines the activities identified in the Corporate Business Plan, detailing the actions undertaken, proposed timelines, and the current status of each initiative. In addition, the report provides a financial summary, offering a quarterly update on the Town's overall financial position. This current edition now includes reporting on the Town's financial reserves, further enhancing transparency and accountability in the management of municipal resources.

**ORGANIZATIONAL:**

Staff resources associated with this report are limited to its preparation and presentation.

**OPERATIONAL:**

n/a

**FINANCIAL:**

The annual operating surplus of the organization is forecasted to be \$3.47 M at the end of the third quarter.

Revenues are forecasted to be \$2.37 M higher than budgeted due to:

- higher than anticipated Development Application and Subdivision Fee Revenue (\$436 k) and Streetlight Revenue (\$54 k).
- \$372 k in Wildfire Response revenue has been received via deployment of Strathmore Fire Department through September.
- Government Grants are higher than budgeted, due to receipt of an unbudgeted Local Government Fiscal Framework operating grant of \$205 k.
- Offsite levy revenue of \$1.19 M has been received year to date, which has been directly transferred to Capital reserves.

Overall, expenses are forecasted \$1.09 M lower than budgeted, due to salary and wages below budgeted, and forecasted delays in contributions on the WHMB Lodge contribution, and RCMP contract costs forecasted to be \$402 k below budget (unfulfilled staffing vacancies).

The actual Capital expense at the end of the third quarter is \$4.3 M, with a forecasted annual spend of \$7.0 M and a forecasted carry-forward to 2026 of \$6.9 M.

At the end of the third quarter the reserve balances are as follows:

- \$2.86 M – Uncommitted Operating Reserves
- \$355 k – Committed Operating Reserves
- \$4.46 M – Committed Capital Reserves based upon the 10-year capital plan.

- \$5.81 M – Committed Offsite Levy Reserves for future projects – based upon the offsite levy bylaw 24-17 the estimated costs of capital projects is \$299.83 M.

Balances do not include the projected Operating Surplus at September 30, 2025. Commitments are amounts approved by Council as budgeted capital and operating expenditures funded from reserves that have not yet occurred/been applied.

### **POLICY:**

As part of its Strategic Planning Policy, paragraph 4.5, Council has mandated quarterly reporting on the Strategic Plan to ensure consistent monitoring, accountability, and transparency in the advancement of strategic priorities.

### **IMPLEMENTATION:**

n/a

### **BACKGROUND:**

The Corporate Quarterly Report highlights activities from the Corporate Business Plan, detailing actions taken, proposed timelines, and current status. It also provides a financial summary with a quarterly update on the Town's position, and this edition includes reporting on financial reserves to further strengthen transparency and accountability.

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

Quarterly updates on the Council's Strategic Plan and the Town's financial position ensure transparency and provide clarity on the progress of the Town's Corporate Strategic Plan initiatives. These reports allow Council to monitor achievements, assess ongoing priorities, and maintain accountability in both strategic and financial decision-making.

### **DESIRED OUTCOMES:**

The desired outcome is to provide Council with a comprehensive update on progress toward the Strategic Plan and an overview of the Town's current financial position. This reporting supports informed decision-making and reinforces administrative transparency.

### **COMMUNICATIONS:**

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

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

Council may choose to defer consideration of the Corporate Quarterly Report to a future Committee of the Whole meeting for additional discussion.



**ATTACHMENTS:**

[Attachment I: Q3 2025 - Corporate Quarterly Report](#)

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Leana Ashbacher, Senior Manager of Financial Services	Approved - 25 Nov 2025
Mark Pretzlaff, Director of Community and Protective Services	Approved - 25 Nov 2025
Jamie Dugdale, Director of Infrastructure, Operations, and Development Services	Approved - 25 Nov 2025
Kara Rusk, Director of Strategic, Administrative, and Financial Services	Approved - 27 Nov 2025
Kevin Scoble, Chief Administrative Officer	Approved - 27 Nov 2025
Johnathan Strathdee, Manager of Legislative Services	Approved - 27 Nov 2025

Q3 - 2025

# Corporate Quarterly Report



## About This Report

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

There are two parts within this report:

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

**Financial Reporting** provides a quarterly update on the overall financial health of the Town, offering insight into budget-to-forecast comparisons, capital project progress, and updated project forecasts. In alignment with the Debt Management Policy, these reports also include information on outstanding debt, debt servicing limits, and long-term financial projections. Together with the annual budget process and audited financial statements, this integrated reporting approach ensures transparency, supports informed decision-making, and reinforces the Town's commitment to sound fiscal management.

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## Strategic Plan Reporting

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### Council's Strategic Priorities

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

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

#### Affordable Living

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

#### Financial Sustainability

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

#### Intentional Community Development

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

#### Climate Resiliency Including Environmental Stewardship

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

#### Economic Development

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

#### Community Wellness

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

### Business Plan

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

### Q3 Progress Summary

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

Status	Definition	# of Supporting Tasks
✓ Completed	Work has been completed on this initiative.	13
↑ On Track	This initiative is on schedule and progress is being made.	25
▲ Delayed	This initiative is experiencing some setbacks, but progress is still being made.	1
⬢ Action Required	Challenges are limiting or blocking progress of this initiative. Action must be taken to get the project back on track.	1
● Not Yet Started	Work has not begun on this initiative.	4
<b>Total Administrative Tasks Identified</b>		<b>44</b>

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

Progress on these administrative actions as of September 30, 2025, can be seen in the following graphic.



## Q3 Progress Report Details

### Strategic Priority #1: Affordable Living

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

Supporting Administrative Actions	Proposed Timeline	Q3 Progress Update
<b>Synergistic Housing Product and Business Growth/ Sustainability Opportunities</b>		
✓ Establishing a target (60:40 tentative) residential to non-residential tax ratio in the MDP growth areas to strive for an overall 70:30 residential to non-residential tax ratio in the community resulting in organic business growth to provide more value to residential taxpayers without transferring tax burden to existing businesses	Mar 2023 – Sept 2025	Bylaw No. 25-13, Municipal Development Plan Amendment No. 1 (Municipal-Wide: Promoting Non-Residential Tax Assessment Base Growth) carried by Council on June 18, 2025
↑ Increasing Housing Product Forms - LUB Amendments	Jun 2023 - Ongoing	The trend continued in Q3 of 2025 with several Land Use Bylaw amendment applications having been received. Applications received have been for a variety of housing products including semi-detached, attached housing, apartments, and more. Review times for land use bylaw amendment applications have been at the expected service level, despite receiving higher volumes. Staff continue to encourage different housing forms in all the pre-application meetings.
↑ Progressive and best land use practices	Jan 2025 – Ongoing	Several amendments have come forward to the Land Use Bylaw to ensure best use of land regarding the community's needs.

Supporting Administrative Actions		Proposed Timeline	Q3 Progress Update
			A new Land Use Bylaw is being budgeted for over the next few years.
↑	Annexation Exploration	Jan 2024 – Dec 2025	With a completed IDP, we are continuing to explore opportunities with landowners, developers and Wheatland County. A Service Industrial Lands Study has been completed.
<b>Increased Availability of Attainable Housing</b>			
↑	Identify affordable housing opportunities	April 2022 – Ongoing	Process is underway. Administration is engaging community partners to ensure that local resources are maximized, and all parties are on the same page. The Town has established an Affordable Housing Society.
↑	Identify candidate projects/ sites/ partners	Dec 2022 – Ongoing	Staff are continuing to identify candidates / projects / sites / partners with many development projects including different types of housing.

Items to Track	Responsibility	Progress Notes
<b>Housing Starts</b>	Planning	2025 Q3 – 237 YTD (includes apartment units) as of November 1, 2025
<b>Ratio of Strathmore's housing stock comparing owned to rental units</b>	Planning	According to the Social Needs Assessment, the Town's home ownership rate is 77% with the rental rate being 23%.
<b>Percentage of citizens reporting Strathmore is an affordable community</b>	Communications / Marketing (Every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024. Affordability ranked as the number 3 issue facing Strathmore.



## Strategic Priority #2: Financial Sustainability

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

Supporting Administrative Actions		Proposed Timeline	Q3 Progress Update
<b>Predictable and Prudent Tax Increases</b>			
↑	Develop the long-term fiscal sustainability plan	Jan 2022 - Ongoing	The Town's finance department is working on developing a long-term financial plan. The plan is to have this in front of the next Council in 2026.
✓	Development of a debt policy	Sept 2022 – Jul 2025	The Debt Policy was passed by Council in May 2025.
↑	Incorporate debt modelling into decision making	Apr 2024 - Ongoing	Administration is exploring as part of a longer-term plan regarding the Town's financial software. Administration is also exploring alternative interim measures as well.
↑	Investment Strategy	April 2025 - Dec 2025	Administration has worked to ensure that the Town's investments align with existing policies. An RFP for external investment services has closed November 6, 2025. Once proposals have been evaluated, Administration will bring forward a recommendation on who to award the Investment Services.
✓	Asset management program development and implementation	April 2022 – Dec 2025	Administration is preparing to redeploy the Town's Asset Management software, Cityworks, in a more structured and standardized way to improve data consistency and accuracy. The Town is now focused on maintaining its asset registries as ongoing operational work, using this improved data to develop department-level Asset Management Plans.
↑	New Investment Opportunities	April 2022 - Ongoing	This is ongoing as opportunities arise. Other opportunities are being explored and researched.
↑	Consider alternative offsite levy strategies	Jan 2023 - Ongoing	Continuing to look at options, preliminary work has commenced, possibility to amend the Bylaw with direction from Council.
↑	Consider offsite levy implementation for	Jan 2023 – Dec 2026	Continuing to look at options, preliminary work has commenced, possibility to amend the Bylaw with direction from Council.

Supporting Administrative Actions		Proposed Timeline	Q3 Progress Update
	vertical infrastructure		
✓	Develop a categorized capital plan (RMR, growth, strategic)	April 2022 – Oct 2025	As part of the 2025 budget, a dedicated RMR program has been established.
↑	Explore and inventory operational efficiencies opportunities (systems, technology, and synergies with local and regional partners)	April 2022 - Ongoing	This is ongoing. As the budget process continued to be refined there may be more opportunities to recognize operational efficiencies.
✓	Develop a service and service-levels inventory (80% beta version)	Sept 2022 – Jul 2025	The 2025 Services and Service Level Inventory document was approved by Council on July 23, 2025.
✓	Evaluate procurement policies in response to economic uncertainties	Feb 2025 – Apr 2025	Following a review of the current NAFTA and New West Partnership Trade Agreements, the Town has limited ability to mitigate the effects of potential trade disruptions.
●	Develop a sustainable Utility Model	Jan 2025 – Dec 2025	Initial discussions have occurred with an external consultant. The project will be reviewed again during the 2026 budget process, aiming for a more comprehensive study within the next 1-3 years. For the 2026-2029 Budgeting process, Administration has recommended the adoption of a Utility Administration Fee to better reflect the Municipal entity contribution towards the provision of Utility services for the Town, as a move towards a self-supported municipal-entity in conjunction with a sustainable Utility Model.

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

### Strategic Priority #3: Intentional Community Development

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

Supporting Administrative Actions		Proposed Timeline	Q3 Progress Update
<b>Connective Community</b>			
✓	Trail Connectivity Plan	Jan 2023 - Jun 2025	Pathway & Sidewalk replacement program has been completed for 2025. The budgets are being combined for 2026 to get better value for money going forward.
<b>Synergistic Partnerships</b>			
✓	Development of an Intermunicipal Development Plan (IDP) and ICF with Wheatland County	April 2022 - Jun 2024	The ICF has been approved by Council. The Town of Strathmore and Wheatland County Councils adopted IDP on December 11 and December 3, 2024, respectively.
↑	Models for innovative public-private partnerships and joint ventures for development	Sept 2022 – Ongoing	The Town is receptive to innovative initiatives that fit within Council's Strategic Priorities. P3 models, or a form of such joint venture, would be entertained if the model deems beneficial to both parties.
↑	Complete required site planning and joint-use and partnerships agreements (JUPA) with the school boards as required by the MGA, inclusive of value added non-mandatory components such as efficiency synergies	Sept 2022 – Jun 2026	School boards have been engaged. The agreement deadline has been extended to 2026 by a Ministerial Order from the Alberta government.
↑	ECRWL – unplanned / unfunded capital project initiated by third party	Dec 2024 – Nov 2025	The project has proceeded, and Council has approved budget amendments where necessary. Work is nearing completion and is anticipated to remain within budget.

↑	ECRWL- conveyance agreement	Feb 2025 – Dec 2025	A conveyance agreement will be required, the timing of such an agreement is not known at this time.
↑	Fibre Optics support	Ongoing – Dec 2026	Work is ongoing and approvals are being provided where necessary. Work for 2025 is wrapping up and anticipated to recommence in spring 2026.
✓	Evaluate recreation amenities	Feb 2025 – Sept 2025	Administration has received and presented the Recreation and Culture Needs Assessment report to Council.
↑	Cemetery Bylaw amendment	Sept 2022 – Dec 2025	The Town has engaged in continuous discussions with the Roman Catholic Diocese of Calgary to achieve mutually beneficial outcomes concerning the Strathmore Cemetery.

Items to track	Responsibility	Progress Notes
<b>Citizens report increased community connectedness</b>	Communications/Marketing (Every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024. 79% of residents said that Strathmore provides a good quality of life.
<b>Percentage of major initiatives with partners on the project team</b>	Infrastructure	Infrastructure and Planning and Development continue to work with Economic Development on opportunities as they arise.
<b>Percentage of municipal investment leveraged through delivery partnerships</b>	Economic Development	Town is currently in discussion with Prairie Sky Data Solutions on Phase 3 developments and the potential of a community annual donation versus an imposed special tax. Discussions with DeHavilland are also in progress.
<b>Percentage of citizens who feel Strathmore is a safe town</b>	Communications / Marketing (Every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024.
<b>Number of new regional post-secondary opportunities</b>	Economic Development	Opportunities are currently being explored and discussed.

## Strategic Priority #4: Climate Resiliency Including Environmental Stewardship






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

Supporting Administrative Actions		Proposed Timeline	Q3 Progress Update
<b>Climate Adaptation Preparation</b>			
✓	Applying sustainability lens to decision making.	April 2022 - Jun 2025	This was incorporated into Council's meeting documents.
✓	Hazard Reduction Burning Plan	April 2025 – May 2025	Completed in April 2025
<b>Local Environment</b>			
↑	Evaluation of Waste diversion enhancement opportunities	Jan 2023 – On going	Finalized the Extended Producer Responsibility (EPR) transition with ARMA as of April 1, 2025. This is anticipated to reduce costs for all users. Continued discussions with ARMA partners about sustainable recycling options.
●	Identify and Evaluate Achievable and Savable Green Power / Net - Zero Development Opportunities	Jan 2023 – On hold	Energy Recovery at the Reservoir is not an option at this time due to external factors. Ability to implement in the future is being maintained.
✓	Update Water Utility Bylaw	Sept 2024 – May 2025	Water Utility Amending Bylaw, Bylaw No. 25-18 (Bulk Water) carried on June 18, 2025. The amendment allows the Town to continue to provide the best services available while reducing the risk of interruptions or contaminations.
●	Update Wetland Policy	On hold	An update will occur when appropriate. Studies, surveys, and site reviews all need to occur.
↑	Sustainable water use strategies	Jan 2023 – Dec 2026	Review of stormwater and effluent re-use options are ongoing as well as potential partnerships with the WID, where possible.

Items to track	Responsibility	Progress Notes
<b>Measure ecological footprint</b>	Infrastructure	Internal review has started, categorizing all items and ensuring complete coverage.
<b>Percentage of residential waste diversion</b>	Infrastructure	~25% of Solid Waste is diverted from the landfill.
<b>Declining water intensity (consumption of water per capita) while maintaining adequate water supply for growth</b>	Infrastructure	An additional water license has been purchased and approved by the province, along with regular monitoring of annual consumption trends. A second additional water license is currently being procured.
<b>Greenhouse gas emission intensity from town operations</b>	Infrastructure/Operations	N/A
<b>Reduction in Town's energy consumption</b>	Infrastructure/Finance	Replacing equipment with modern and more energy efficient options continues annually (ie: vehicles and facility lights). Solar at the SMB has created 366 MWh over its lifetime.
<b>Percentage growth in green businesses</b>	Economic Development	In 2022, the Town secured Phytokana and continues to work with potential developers and business inquiries from invest Alberta or Canada

## Strategic Priority #5: Economic Development

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

Supporting Administrative Actions		Proposed Timeline	Q2 Progress Update
<b>Revitalized, resilient, and intentional and planned growth community</b>			
	Community revitalization strategy	June 2025 - Dec 2026	To start after MDP adopted.
	Explore Third Partner Partnership – Rural Renewal	Cancelled	The Government of Alberta has cancelled the funding for the Rural Renewal program.
<b>Best and Highest Use of Municipal Lands</b>			
	Land acquisition, disposition, and utilization strategy	Dec 2022 - Dec 2026	Real property policy in progress. Land study has been completed. This study is being used for Internal review to contribute to the investment strategy and MDP.
	Facilities Needs Assessment	Feb 2025 – Jun 2026	Preliminary collection of data is underway, inclusive of third-party partnerships.
	Implement funded Economic Development Action Plan	Apr 2024 – Dec 2026	<p>The Town hosted a Rural Reimagined kick off investment event at the Strathmore Rodeo.</p> <p>Shop Local, Love Local campaign was executed and will continue through Christmas and 2026 tourism season.</p> <p>Due to the municipal Election the Business Walk in partnership with Community Futures Wildrose has been extended to Q2 of 2026</p> <p>Strathmore and Area community magazine project is being presented to the region seeking approval to work together on east corridor investment</p>

Items to Track	Responsibility	Progress
<b>Active Business licenses</b>	Planning	1,595
<b>Construction values</b>	Planning	2025 Q3 – \$49,323,618
<b>Permit applications</b>	Planning	2025 Q3 – 239
<b>Non-residential permits</b>	Planning	2025 Q3 – 20



## Strategic Priority #6: Community Wellness

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

Supporting Administrative Actions		Proposed Timeline	Q3 Progress Update
<b>Efficient and Effective Intra- and Inter- Community Service Provision</b>			
↑	Evaluate options for services provision inclusive of Town, NGOs, Private, institutional and partnerships	Jan 2025 – on hold	Volunteer connector launched. Recent review and additional communications sent to social agencies to educate groups on the use of the site.
<b>Maintain and Increase Institutional and NGO Supports in the Community and Businesses</b>			
▲	Evaluate enhancement to existing granting policies	Sept 2023 – On hold	Administration facilitated a workshop with Council regarding grant policies and procedures. Administration continues to review and prepare recommendations regarding other potential policy changes to support this initiative.
✓	International doctor sponsorship program	April 2022 – Ongoing	Council approved a pilot program for a Physician Sponsorship Grant and has awarded one grant.  Administration continues to look for alternative ways to advance this activity.
↑	Support external initiatives	April 2024 – On hold	Opportunities are currently being explored on an ongoing basis.

Items to Track	Responsibility	Progress
<b>Citizens report increased health and wellness</b>	Communications / Marketing (every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024. 79% of residents said that Strathmore provides a good quality of life.

Items to Track	Responsibility	Progress
<b>Per capita usage of civic amenities</b>	Recreation, Operations & Finance	<p>Amenity use: Q3 '25 compared to Q3 '24</p> <p><b>Sports Centre</b></p> <ul style="list-style-type: none"> <li>• Programming: saw 2077 participants – 46.6 % increase from Q3 2024</li> <li>• Indoor Track: 859 participants - 27% decrease from Q3 2024</li> <li>• Drop in: 1948 participants – 47% decrease from Q3 2024</li> <li>• Gymnasium Booking (x2404.75 hours – decrease 2% from Q3 2024</li> <li>• Indoor Field Booking: 47.58 hours – 17% decrease from Q3 2024</li> <li>• Community Room and Concession: 411 hours – 9% increase from Q3 2024</li> <li>• Track Memberships: 10% decrease from Q3 2024</li> <li>• General Membership – 37% decrease from Q3 2024</li> </ul> <p><b>Aquatic Centre</b></p> <ul style="list-style-type: none"> <li>• Drop In: 46% participants increase from Q3 2024</li> <li>• Lessons: 684 participants 24% increase from Q3 2024</li> <li>• Rentals: 26 hours, 16% decrease from Q3 2024</li> <li>• Memberships: 81% increase from Q3 2024</li> </ul> <p><b>Family Centre Arena</b></p> <ul style="list-style-type: none"> <li>• Arena Bookings (x2): 1187.5 hours – 22% decrease from Q3 2024</li> <li>• Meeting Room: 452.5 hours – 86 % increase from Q3 2024</li> <li>• Drop In 671 participants – 25% decrease from Q3 2024</li> </ul> <p><b>Civic Centre</b></p> <ul style="list-style-type: none"> <li>• Meeting Rooms: 826.75 hours -23% decrease from Q3 2024</li> </ul> <p><b>All Access Memberships</b></p> <ul style="list-style-type: none"> <li>• 50% decrease from Q3</li> </ul>
<b>Percentage of citizens volunteering increases</b>	FCSS	During the first 10 months of 2025, Volunteer Connect experienced notable

Items to Track	Responsibility	Progress
		engagement. From January to October 31, 2025, 2,933 individuals viewed the volunteer opportunities. Within this period, we received 29 volunteer applications, of which 12 were approved. Additionally, four new in-person volunteer applications were supported, bringing a total of five current KARE drivers and two Frozen Meals drivers. Through FCSS indirect funding, Bridging the Gap (BTG) currently has 77 volunteers supporting a variety of their programs regionally.
<b>Percentage of residents who recommend Strathmore as a good place to live</b>	Communications / Marketing (every 2 years – Citizen Satisfaction Survey)	The Citizen Satisfaction Survey was presented to Council on October 16, 2024. 79% of residents said that Strathmore provides a good quality of life.
<b>Percentage of citizens who feel that Strathmore has the appropriate emergency services in place</b>	Communications / Marketing (every 2 years – Citizen Satisfaction Survey)	Citizen Satisfaction Survey was presented to Council on October 16, 2024. 79% of residents said that Strathmore provides a good quality of life.
<b>Crime prevention/reduction statistics</b>	Municipal Enforcement / RCMP	Strathmore's property crime statistics (ie: theft of vehicles, theft from vehicles, break and enters) has increased 9% over the period of January – September 2024 to 2025

## Q3 Financial Summary

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The annual operating surplus of the organization is forecasted to be \$3.47 M as at Q3.

Revenues are forecasted to be \$2.37 M higher than budgeted due to:

- higher than anticipated Development Application and Subdivision Fee Revenue (\$436 k) and Streetlight Revenue (\$54 k).
- \$372 k in Wildfire Response revenue has been received via deployment of Strathmore Fire Department through September.
- Government Grants are higher than budgeted, due to receipt of an unbudgeted Local Government Fiscal Framework operating grant of \$205 k.
- Offsite levy revenue of \$1.19 M has been received year to date, which has been directly transferred to Capital reserves.

Overall, expenses are forecasted \$1.09 M lower than budgeted, due to salary and wages below budgeted, and forecasted delays in contributions on the WHMB Lodge contribution, and RCMP contract costs forecasted to be \$402 k below budget (unfulfilled staffing vacancies).

### Capital

- There are 50 municipal capital projects for 2025, with a total budget of \$14.0 M.
- Actual Capital Spend at Q3 is \$4.3 M, with a forecasted annual spend of \$7.0 M and a forecasted carry-forward to 2026 of \$6.9 M.

## Municipal Operating Variance Analysis

### Operating Budget Summary

#### 2025 QUARTER 3 - OPERATING SUMMARY

#### Forecasted Net Surplus Summary

January to September 2025

	2025 Budget	2025 Actuals	2025 Forecast	2025 Variance	
<b>Revenues</b>					
Total Property Taxes	16,676,700	16,791,899	16,791,899	115,199	Impact of supplemental taxes on new builds
User fees and sales of goods	15,787,200	12,102,415	15,991,031	203,831	Increased programming in Rec facilities - Sports
Licences and Permits	521,600	884,278	957,480	435,880	Planning and Development activity substantially over expectation due to growth in the community
Franchise Fees	3,207,200	2,146,247	3,207,200	-	
Government Grants - Operating	1,820,800	972,820	2,014,513	193,713	\$205k LGFF Operating Grant not budgeted; \$23k Reduction - Emergency Management Coordinator
Investment & Interest Income	460,300	399,539	425,264	(35,036)	\$60k Reduction - Credit Card fee charge offset by bank interest above expected
Penalties and Cost of Taxes	210,500	199,908	240,906	30,406	
Other Revenues	443,500	928,847	1,251,261	807,761	\$372k Fire Cost Recovery; \$189k Waste Provincial Programs \$54k Fortis Streetlight Revenue
Developer Levies	-	1,193,066	1,193,065	1,193,065	Amounts transferred to Capital Reserve
Transfer from Reserves - Operating	1,598,100	-	1,114,700	(483,400)	\$463k reduction - WHMB Lodge; \$30k Reduction - Physician Sponsorship
Transfer from Reserves - Capital	60,000	-	60,000	-	
Internal Transfers Revenue	545,000	340,872	454,427	(90,573)	
<b>Total Revenues</b>	<b>41,330,900</b>	<b>35,959,892</b>	<b>43,701,746</b>	<b>2,370,846</b>	
<b>Expenses</b>					
Salaries, Wages, and Benefits	14,829,200	10,950,319	14,615,052	(214,148)	Staff vacancies - aligns with attrition estimates
Contracted and General Services	13,689,400	8,875,021	13,057,022	(632,378)	\$460k reduction - WHMB Lodge; \$38k Increase to Legal; \$139k increase in Building Inspection Prof Fees. \$402k Reduction in RCMP Contract Estimate
Materials, Goods, & Supplies	1,536,600	1,080,287	1,610,321	73,721	Fire - \$40k Wildfire Response; Sports Centre - \$17k increased programming
Utilities	3,528,600	2,220,912	3,497,099	(31,501)	
Bank and Short Term Interest Charges	90,000	88,416	118,416	28,416	
Other Expenditures	-	428	428	428	
Transfers to Individuals and Organisations	689,600	478,469	649,525	(40,075)	\$30k Reduction - Physician Sponsorship
Transfers to Local Boards and Agencies	491,300	94,494	479,494	(11,806)	Marigold Library contribution \$12k below budgeted
Interest on Long-term Debt	362,500	240,453	362,500	-	
Long-term Debt Principal Payments	2,221,800	2,077,973	2,221,800	-	
Transfers to Reserves - Operating	812,800	812,800	812,800	-	
Transfers to Reserves - Capital	2,534,100	2,151,247	2,357,165	(176,935)	\$1.2Mil Developer Levies, \$54k Fortis Streetlight Revenue remainder Utility Surplus
Internal Transfers Expenses	545,000	340,872	454,427	(90,573)	
<b>Total Expenses</b>	<b>41,330,900</b>	<b>29,411,690</b>	<b>40,236,049</b>	<b>(1,094,851)</b>	
<b>Net Surplus (Deficit)</b>	<b>-</b>	<b>6,548,202</b>	<b>3,465,697</b>	<b>3,465,697</b>	

Capital Budget Summary  
 Budget vs. Actual Comparison – January 1 – September 30, 2025

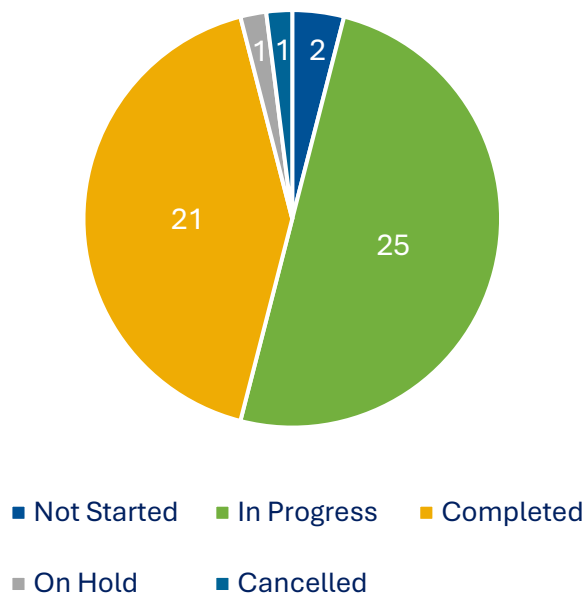
Project Status

Status	Q1	Q2	Q3	Q4
Not Started	18	5	2	
In Progress	23	29	23	
Completed	5	15	23	
On Hold	0	0	1	
Cancelled	0	0	1	
<b>Total</b>	46	49	50	

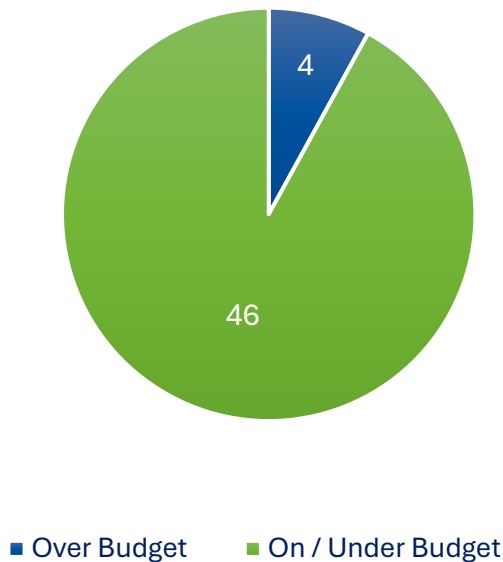
Project Completion

Town administration has completed 23 of 50 capital projects at Q3. Based on current projections, most projects are likely to be complete by year-end.

Project Status



Project Budget



## Town of Strathmore 2025 Q3 Capital Forecast

Business Case Name	Capital Funding	2025 Original Budget	2024 Capital Project Carry Forwards	2025 Amendments	Total 2025 Budget (Annual)	Actuals (to September 30, 2025)	2025 Forecast (Annual)	Status (Complete, Not Started, On Hold, Cancelled)	Comments
AUTO - 5238 - Family Centre Ice Resurfer Batteries	Capital Reserve	\$40,000			\$40,000	\$33,055	\$33,055	Complete	
AUTO - 3052 - Engine 2 Replacement Fire Truck	LGFF/CCBF	\$480,000			\$480,000	\$171,837	\$171,837	In progress	2025 phase complete. Carry forward next payment due 2026.
AUTO - 3215 - SCBA Replacement	LGFF/CCBF	\$76,000			\$76,000	\$76,371	\$76,371	Complete	Complete
Resolution 230.07.25 Purchase aerial/ladder truck	Multiple			\$350,000	\$350,000	\$304,273	\$304,273	In progress	2025 Phase complete. Carry forward next payment due 2026.
Capital Building Improvements - Mechanic Shop	Capital Reserve		\$19,100		\$19,100	\$17,251	\$17,251	Complete	
LED upgrades	LGFF/CCBF		\$15,700		\$15,700	\$21,171	\$21,171	Complete	
Fleet - GPS units	LGFF/CCBF		\$25,000		\$25,000	\$2,729	\$2,729	Cancelled	Will not be pursuing as it would have a large impact on the annual operational budget
AUTO - 5303 - Sidewalk Improvements	LGFF/CCBF	\$200,000			\$200,000	\$42,000	\$42,000	On Hold	Carry over to 2026. 2025 contract was terminated due to substandard work.
AUTO - 5290 - Splash Park Recirculation system	LGFF/CCBF	\$300,000			\$300,000	\$0	\$0	In progress	Carry over to 2026. Working through grant options.
AUTO - 5295 - Kinsmen Tree Replacement Design	Capital Reserve	\$50,000			\$50,000	\$0	\$50,000	In progress	Plan to have the design by December
AUTO - 5302 - Kinsmen Park Christmas Lights	Capital Reserve	\$20,000	\$20,000		\$40,000	\$512	\$40,000	In progress	Expected completion in Q4
AUTO - 5304 - Site Furniture	LGFF/CCBF	\$25,000	\$17,600		\$42,600	\$22,673	\$42,600	In progress	Expected completion in Q4
AUTO - 5279 - Fleet - Portable Column Lifts	Capital Reserve	\$78,000			\$78,000	\$74,719	\$74,719	Complete	
AUTO - 3098 - Roads- PW 22 Sterling 7500 Plow Truck Replacement- 2025	LGFF/CCBF	\$470,000		\$30,000	\$500,000	\$219,973	\$219,793	In progress	Waiting for delivery and final invoice, possible carryover as equipment is built and delivered; Delivery expected February 2026
Roads- EPW 36 RPM Tech 220 Loader Mounted Snow Blower Replacement- 2025	LGFF/CCBF	\$265,000			\$265,000	\$254,850	\$254,850	Complete	
AUTO - 3132 - 72 - Parks - PK86 Kenworth Single Axel Water truck Replacement - 2025	LGFF/CCBF	\$170,000			\$170,000	\$0	\$170,000	In progress	Taken delivery and working through deficiencies before sign off, no change expected in budget and no carry forward
AUTO - 3212 - Road Asset Management Plan (RAMP)	LGFF/CCBF	\$380,000			\$380,000	\$367,336	\$368,000	Complete	
AUTO - 3213 - Capital Projects Engineering	Capital Reserve	\$75,000			\$75,000	\$44,804	\$75,000	In progress	Final report to be delivered Q4, awaiting final invoice as well
Wildflower Road	Roads OSL		\$66,100		\$66,100	\$75,018	\$75,018	Complete	Additional expenses not anticipated, payment to AEPA complete. All other work will occur under new budget (2026)
AUTO - 3211 - Water Reservoir Upgrades	Multiple	\$5,300,000	\$2,037,100		\$7,337,100	\$1,744,785	\$2,244,785	In progress	Maplewood Project 95% complete, Reservoir upgrades to occur Q4 2025/Q1 2026. Brentwood Reservoir decommission anticipated Q2/Q3 2026
Environmental Monitoring - Ag Society Grounds	Financial Stabilization Reserve		\$9,200		\$9,200	\$800	\$9,200	In progress	
AUTO - 3209 - 42.1 - Distribution & Collection Out-of-scope Maintenance	Waste Water Reserve	\$75,000			\$75,000	\$4,675	\$77,000	Complete	Small Overage, final invoices anticipated
AUTO - 3150 - 42.1 - WWTP UV System	Waste Water Reserve	\$385,000			\$385,000	\$0	\$385,000	In progress	Currently expect to be complete by 2025 end. Potential for carry over of approx \$50K
AUTO - 3210 - 42.1 - WWTP PLC/SCADA Upgrades	Multiple	\$125,000	\$280,000		\$405,000	\$253,938	\$330,000	In progress	Savings to be carried forward to 2026
AUTO - 3202 - 42.1 - WWTP General Plant Upgrades	Waste Water Reserve	\$60,000	\$7,800		\$67,800	\$21,347	\$69,000	In progress	Final costs to be confirmed, very close to budget
Lift Station Upgrades	Waste Water Reserve		\$17,000		\$17,000	\$0	\$0	Complete	No further spend anticipated, to be confirmed Q4
AUTO - 3207 - Pathway Lifecycle	LGFF/CCBF	\$78,000	\$17,000		\$95,000	\$12,165	\$95,000	Complete	Awaiting final invoices
Thistle Way Sanitary Replacement	Waste Water Reserve			\$300,000	\$300,000	\$296,722	\$300,000	Complete	Project Complete, awaiting final invoices
Resolution 223.07.25 Watermain Modifications	Water Reserve			\$800,000	\$800,000	\$0	\$800,000	In progress	Project 90% complete, awaiting final costs to confirm any savings. Expect completion by 2025 End
Resolution 259.09.25 Water License	Water Reserve			\$350,000	\$350,000	\$0	\$0	In progress	Costs may occur in Q4 2025 or more likely Q1 2026
Wayfinding	Capital Reserve		\$30,000		\$30,000	\$0	\$0	Not Started	Project not yet started
Digital Highway Sign (Removal)	Capital Reserve		\$10,000		\$10,000	\$2,000	\$2,000	Complete	The sign has been removed.
AUTO - 5256 - Curling Rink - Backflow Prevention Install	Capital Reserve	\$14,000			\$14,000	\$10,900	\$11,445	Complete	
AUTO - 3199 - Aquatic Centre - Expansion Tank & Bladder Replacement	LGFF/CCBF	\$30,000			\$30,000	\$0	\$30,000	In progress	2 step project. Step 1 completed and waiting for invoice. Step two to commence mid November.
Recreation Needs Assessment	Financial Stabilization Reserve		\$8,600		\$8,600	\$8,590	\$8,590	Complete	Complete
Aquatic Center - Pool Pumps	LGFF/CCBF		\$19,100		\$19,100	\$17,867	\$17,867	Complete	Complete
AUTO - 5271 - Aquatic Center Carbon Monoxide Detector System	LGFF/CCBF	\$9,000			\$9,000	\$8,258	\$8,258	Complete	This is now completed and paid in full.
AUTO - 4221 - ERP Replacement and Process Optimization	LGFF/CCBF	\$150,000			\$150,000	\$0	\$0	In progress	Transformation Committee Project Governance has started. Process modernization, requirement gathering, and the RFP are planned for Q1 to Q2 2026
AUTO - 4231 - IT - CPS - Fire Department Internet Upgrade	Capital Reserve	\$21,000			\$21,000	\$0	\$21,000	In progress	Outside plant telco cable construction is complete. Firehall IT network planning and deployment are targeted for completion in Q4 2025
AUTO - 4225 - IT Server Upgrade	LGFF/CCBF	\$323,000			\$323,000	\$25,933	\$323,000	In progress	Procurement completed. Delivery expected Q4 2025.
AUTO - 5263 - IODS - Public Works Bulk Water Station Payment Terminal Replacement	Water Reserve	\$50,000			\$50,000	\$7,819	\$40,000	In progress	The new bulk water filling station with accounting integration went live. The project closure package and financial accounting are being finalized in Q4
AUTO - 5257 - IT - IT Restoration, Consolidation, and Cost Efficiency Roadmap - 10 Years (2024-2034)	LGFF/CCBF	\$64,000			\$64,000	\$56,153	\$56,200	In progress	Council, Administration (20), GIS, Asset Management, Marketing, and guest station refresh completed. Remaining docking updates in the Council Chamber will be completed in Q4 2025.

GP Upgrades	Financial Stabilization Reserve		\$6,500		\$6,500	\$2,868	\$6,500	Complete	Canadian Payroll July 2025 Tax Table and GP Service Pack Updates completed. Microsoft GP will be migrated to the cloud, with new support vendor transition planned for Q4 2025.
Offsite Backups	Financial Stabilization Reserve		\$7,900		\$7,900	\$0	\$7,900	Complete	Hardware procurement complete.
Disaster Recovery - IT Infrastructure\Network	Financial Stabilization Reserve		\$15,000		\$15,000	\$0	\$15,000	Complete	Hardware procurement complete.
Evergreen client computer equipment	Financial Stabilization Reserve		\$27,400		\$27,400	\$33,227	\$33,227	In progress	Phased Economic Development and Aquatic Centre computer refresh completed. The project closure package and financial accounting are being finalized in Q4
Cybersecurity Improvements, Risk Remediation, Network Security	Financial Stabilization Reserve		\$8,000		\$8,000	\$2,000	\$8,000	Complete	Firewall and Microsoft 3rd party health check assessment completed. Follow up actions completed.
IT Backup Systems Project	Financial Stabilization Reserve		\$130,000		\$130,000	\$0	\$0	Not Started	Procurement pending to start Q2 2026 - A new managed Backup-as-a-services (BaaS) RFP will be issued after the IT_MA2503 IT server upgrade is completed to avoid rework after major design changes.
IT - Municipal Surveillance Assessment & Initial Cameras	Financial Stabilization Reserve		\$10,100		\$10,100	\$0	\$0	In progress	Started the deployment planning of Public Works bulk water filling station and Municipal Building crosswalk CCTV camera.
Municipal Enforcement patrol vehicle	Fire Reserve		\$18,000		\$18,000	\$25,145	\$38,768	In progress	Waiting on final invoice. Expect completion before Dec end 2025
			<b>\$9,313,000</b>	<b>\$2,822,200</b>	<b>\$1,830,000</b>	<b>\$13,965,200</b>	<b>\$4,263,759</b>	<b>\$6,976,407</b>	



## Reserves Summary Update

### Continuity Schedule with Commitments – January 1 – September 30, 2025

As of September 30, 2025, Town of Strathmore Reserve balances are as follows:

- \$2.86 M – Uncommitted Operating Reserves
- \$355 k – Committed Operating Reserves
- \$4.46 M – Committed Capital Reserves based upon the 10-year capital plan.
- \$5.81 M – Committed Offsite Levy Reserves for future projects – based upon the offsite levy bylaw 24-17 the estimated costs of capital projects is \$299.83 M

### Town of Strathmore

### Continuity of Reserves

### September 30, 2025

OPERATING	2025 Opening Balance	Sept 30 Closing Balance	2025 Commitments	2025 Uncommitted Balance
Operating Reserve - Financial Stabilization	5,102,768	5,752,768	2,891,959	2,860,809
Operating Reserve - Non-Annual Recurring Expenses	-	162,800	-	162,800
Operating Reserve - Development Application	70,000	70,000	-	70,000
Operating Reserve - Snow Reserve	110,296	110,296	-	110,296
<b>Total Operating Reserves</b>	<b>5,283,064</b>	<b>6,095,864</b>	<b>2,891,959</b>	<b>3,203,905</b>
<b>CAPITAL</b>				
Capital Reserve - General Municipal	141,463	90,539	-	90,539
Asset Replacement / Rehabilitation	436,021	643,721	377,100	266,621
Capital Reserve - Fire	211,788	211,788	218,000 -	6,212
Capital Reserve - Roads	77,418	77,418	-	77,418
Capital Reserve - Storm Water	1,115,404	1,163,377	-	1,163,377
Capital Reserve - Water	1,600,588	1,785,296	850,000	935,296
Capital Reserve - Wastewater	1,568,065	1,796,366	844,800	951,566
Capital Reserve - Solid Waste	100,852	160,352	-	160,352
Capital Reserve - Affordable Housing	151,477	151,477	-	151,477
Capital Reserve - Sports Centre	387,589	508,513	-	508,513
Capital Reserve - Land Capital		-	-	-
Capital Reserve - Dedicated RMR		160,000	-	160,000
<b>Total Capital Reserves</b>	<b>5,790,666</b>	<b>6,748,848</b>	<b>2,289,900</b>	<b>4,458,948</b>
<b>OFFSITE LEVIES</b>				
Offsite Levies - Roads	639,213	1,084,253	66,100	1,018,153
Offsite Levies - Storm	1,867,898	2,075,350	-	2,075,350
Offsite Levies - Water	1,686,199	2,055,165	1,173,000	882,165
Offsite Levies - Wastewater	1,303,952	1,475,560	-	1,475,560
Cash in Lieu - Municipal Reserves	358,805	358,805	-	358,805
<b>Total OSL Reserves</b>	<b>5,856,066</b>	<b>7,049,132</b>	<b>1,239,100</b>	<b>5,810,032</b>
<b>TOTAL RESERVES</b>	<b>16,929,797</b>	<b>19,893,844</b>	<b>6,420,959</b>	<b>13,472,885</b>

Balances do not include the projected Operating Surplus at September 30, 2025.

Commitments are amounts approved by Council as budgeted capital and operating expenditures funded from reserves that have not yet occurred/been applied.



# Request for Decision

**To:** Council

**Staff Contact:** Kevin Scoble, Chief Administrative Officer

**Date Prepared:** November 9, 2025

**Meeting Date:** December 3, 2025

**SUBJECT:** **Community Improvement Program (CIP) Funding Recommendations**

**RECOMMENDATION:** THAT Council approve funding in the amount of \$3,387.34 to Sacred Heart Parish Catholic Church through the Community Improvement Program.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

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

The Community Improvement Program (CIP) provides grant funding to Strathmore and area-based not-for-profit community organizations to support the myriad of recreation, culture, and social based programs and activities that enhance Strathmore's overall identity, sense of place, and quality of life for residents.

The recommendations brought forward by the the CIP Evaluation Committee will provide support to these organizations, helping them to create opportunities to connect the Strathmore community and celebrate civic pride.

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## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

N/A

**SOCIAL SUSTAINABILITY:**

The foundation of the Community Improvement Program is grounded in Strathmore's vision of recreation, culture, and social-based programs and activities contributing to its overall identity, sense of place, and quality of life.

**ENVIRONMENTAL SUSTAINABILITY:**

N/A

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

Should Council approve this recommendation, there would be approximately \$12,600 remaining in the CIP fund, with no more allocation periods scheduled for the remainder of the 2025 year.

**ORGANIZATIONAL:**

N/A

**OPERATIONAL:**

Should Council decide not to approve the recommendation of the CIP Evaluation Committee, this application would need to go back to the CIP Committee for further review. This would necessitate additional staff time, but most importantly, time from the volunteer CIP Evaluation Committee members.

**FINANCIAL:**

Should Council approve this recommendation, there would be \$12,600 remaining in the CIP fund.

**POLICY:**

CIP applications are reviewed based on Policy #7204 Community Improvement Program Policy.

**IMPLEMENTATION:**

If approved, Administration will issue a cheque to this organization in the approved amount.

---

**BACKGROUND:**

On November 4, 2025, the CIP Evaluation Committee met to review one (1) application. This application was submitted by Sacred Heart Parish Catholic Church requesting funds to cover facility rental costs associated with their Parish Dinner and Auction Fundraiser. This event was held on November 1, 2025. The Sacred Heart Parish Dinner and Auction Fundraiser was held at the Civic Centre.

The Committee scored this application using the Community Improvement Program (CIP) Evaluation Scoresheet.

Based on the results of this evaluation, the Committee subsequently felt comfortable bringing forward the proposed recommendation for Council's approval.

The CIP Committee Meeting Minutes, CIP Evaluation Scoresheet, and CIP Meeting Agenda are attached from the November 4th, 2025 meeting.

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

N/A

**DESIRED OUTCOMES:**

That the recommendation of the CIP Evaluation Committee be supported.

**COMMUNICATIONS:**

If approved, Administration would advise this organization that their CIP application was approved, as well as indicate the recommended funding that has been granted.

**ALTERNATIVE ACTIONS/MOTIONS:**

That Council request additional information from the CIP Evaluation Committee.

**ATTACHMENTS:**

[Attachment I: CIP Meeting Minutes Nov 4, 2025](#)

[Attachment II: CIP Agenda November 4, 2025](#)

[Scoring Sacred Heart](#)

Mark Pretzlaff, Director of Community and Protective Services

Approved  
- 21 Nov  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 26 Nov

2025  
Approved  
- 26 Nov  
2025  
Approved  
- 26 Nov  
2025

Veronica Anderson, Legislative Services Officer

Johnathan Strathee, Manager of Legislative Services



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**MEMBERS PRESENT:** Jon Moore, June Pirie, Peter Groenen, Virginia Howard

**MEMBERS ABSENT:** Beverly Bell

**STAFF PRESENT:** Lisa Montgomery (Interim Manager of Recreation & Culture), Claudette Thorhaug (Legislative Services Officer), Michelle Gibson (General Assistant for Community & Protective Services)

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### **1. Call to Order**

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Virginia Howard called the Community Improvement Program Meeting to order at 12:07 p.m.

---

### **2. Additions or Deletions of Agenda**

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None.

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### **3. Adoption of Agenda**

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Moved by Jon Moore  
Seconded by Virginia Howard

THAT Members adopt the November 4, 2025 Community Improvement Program Agenda as presented.

**CARRIED**

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### **4. Additions or Deletions of Minutes**

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None.

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### **5. Adoption of Minutes**

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Moved by Peter Groenen  
Seconded by Virginia Howard

THAT Members adopt the August 5, 2025 Community Improvement Program Minutes as presented.

**CARRIED**

---

## 6. New Business

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Sacred Heart Parish Catholic Church – Recreation & Cultural Events - Dinner and Auction Fundraiser

Reviewed application from Sacred Heart Parish Catholic Church for funding associated with the facility (Strathmore Civic Centre) rental costs needed to host the Dinner and Auction Fundraiser. Sacred Heart Parish Catholic Church is requesting \$3,387.34 to cover the facility rental fees at the Strathmore Civic Centre.

Moved by Virginia Howard

THAT the Committee recommends the following funding allocation for approval by Town Council: \$3,387.34 for costs associated with the facility rental. Committee would like reassurance by gathering financial information.

**For:** Jon Moore, June Pirie, Peter Groenen, Virginia Howard. (4)

**Against:** None.

**CARRIED**

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## 7. Questions and Answers

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None.

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## 8. Administrative Inquiries / Action Items

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None.

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## 9. Next Meeting

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May 5, 2026 at 12:00 PM, in SMB Room #103 at Town Hall.

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## 10. Adjournment

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Jon Moore adjourned the November 4, 2025 Community Improvement Meeting at 12:45 p.m.

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## 11. Called Back to Order

---

Virginia Howard called the Community Improvement Program Meeting back to order at 1:01 p.m.

Moved by

THAT the Committee recommends all unused funds from the current year go back into the next years budget for the Community Improvement Program.

**For:** Jon Moore, June Pirie, Peter Groenen, Virginia Howard. (4)

**Against:** None.

**CARRIED**

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## 12. Adjournment

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Peter Groenen adjourns the November 4, 2025 meeting at 1:02 p.m.

## **Community Improvement Program**

### **Meeting Agenda**

**Tuesday November 4, 2025 – 12:00 PM**

**Location: SMB (Room 103)**

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#### **Introductions**

#### **Approval of Previous Minutes**

1. Minutes from August 5, 2025

#### **New Business:**

- 1) New Application Review:
  - a) Sacred Heart Auction and Dinner Fundraiser

#### **Adjournment**

#### **Additions to Agenda**



# Community Improvement Program (CIP) Evaluation Scoresheet



## Review Criteria

The CIP Review Committee will review each application and score using the following review criteria and 50 point scoring system.

**Applicant Name:** Sacred Heart Auction and Dinner **Request:** \$3,387.34

### Instructions for scoring:

Enter score from 0 – 5 in appropriate box (blue shaded area). The total points will automatically be calculated according to the weight for each criteria.

#### Approval Criteria:

Score 0 - 25	not approved
Score 26 - 34	requires more info
Score 35 - 50	approved

#### Funding Amount Criteria:

Score 35 - 45	as determined by the committee
Score 46 - 50	full amount requested

### 1. Project Goals and Objectives: (Weight 10)

Project goals are unclear or inappropriate; Objectives not offered or not SMART	Project goals are clear; Questionable objectives are offered that are weak or lack specificity or measures	Project goals are well framed and adequate; Objectives are adequate to the task but could perhaps be strengthened	Project goals are exceptionally well crafted; Objectives are rich and do much in helping the project define success
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	4	0
			<b>Total Score 8</b>

### 2. Project Plan (Weight 15)

Proposed steps are not offered or are not appropriate; Person/s responsible for different tasks are not stated or unclear; Time for completing steps not well established or may not be feasible; Risk mitigation is missing or unclear	Proposed steps seem misguided or could be significantly improved; Person/s responsible for completing tasks are somewhat appropriate but could be improved; Time for completing steps is offered but could be improved significantly; Risk mitigation is offered but could be improved	Proposed steps are adequate as presented; Person/s responsible for completing steps are adequate for the proposed effort; Time for completing steps seen as well founded and very achievable; Risk mitigation is adequate	Proposed steps are polished and well thought out; Person/s responsible for completing steps are well suited for the effort; Time for completing tasks is correctly assessed and confident this applicant can deliver on the planned work; Risk mitigation is very clear and detailed
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	0	5
			<b>Total Score 15</b>

### 3. Project Partners (Weight 5)

Appropriate partners or stakeholders are not involved, or no partners are identified	Some appropriate partners or stakeholders appear to be missing	The partners and stakeholders identified are adequate and their roles are clearly stated	The partners and stakeholders identified are fitting and will strengthen the project; and a letter of support provided that clearly indicates the partners role
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	4	0
			<b>Total Score 4</b>

### 4. Project Evaluation (Weight 10)

Evaluation measures and methods are lacking or not clear; Effort unsure of itself in terms of what success would look like	Evaluation measures and methods are offered but could be enhanced or improved; Elements of success not well defined	Evaluation measures and methods are adequate as offered; Elements of success are strongly identified	Evaluation measures and methods are thoughtful; The applicant team has concise knowledge of how they envision success
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	4	0
			<b>Total Score 8</b>

### 5. Project Budget (Weight 5)

Budget is very poorly constructed; Disconnected from project	Budget marginally constructed, appropriately connected to the project with some exceptions	Budget matches well with scope or work as offered and is appropriate to the work	Budget is well crafted and in synergy with project plan
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	0	5
			<b>Total Score 5</b>

nothing bigger picture than event

**6. Overall Project (Weight 5):**

Project poorly constructed and there would be little potential and/or community support	Project somewhat described but without enough detail to gauge impact or impact deemed low	Project well described with a complete picture and good community collaboration	Cleverly developed project with high potential for success; A novel proposal
Score (0)	Score (1 - 2)	Score (3 - 4)	Score (5)
0	0	4	0
<b>Total Score</b>			<b>4</b>

need to get a bank statement -

<b>Approval Criteria:</b>	
Score 0 - 25	not approved
Score 26 - 34	requires more info
Score 35 - 50	approved

<b>Funding Amount Criteria:</b>	
Score 26 - 45	as determined by the committee
Score 46 - 50	full amount requested

**Total Overall Score: 44**

Approval Status

Funding Amount

**Additional Comments/Feedback**

Project Plan:

Project Evaluation:

Recommendations:

Comments/suggestions for applicant:



# Request for Decision

**To:** Council

**Staff Contact:** Kevin Scoble, Chief Administrative Officer

**Date Prepared:** November 17, 2025

**Meeting Date:** December 3, 2025

**SUBJECT:** Land Use Bylaw Amending Bylaw No. 25-21 (209 Sixth Avenue, Strathmore)

**RECOMMENDATION:** THAT Council give First Reading to Bylaw No. 25-21, being a bylaw to amend Land Use Bylaw No. 14-11;

AND THAT Council direct Administration to schedule a Public Hearing for Bylaw No. 25-21 on February 4, 2026, at 7:00 p.m. in Council Chambers.

## STRATEGIC PRIORITIES:



Affordable  
Living



Climate  
Resiliency



Community  
Development



Community  
Wellness



Economic  
Development



Financial  
Sustainability

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

The proposed Secondary Suite within the basement of an existing single-detached dwelling would contribute positively to the strategic priority of increasing the supply of affordable housing options that are available in the Town. The development proposal is also supportive of maintaining and improving community wellness and financial sustainability strategic priorities on the basis that accessory residential dwelling units provide residents with affordable housing options within the local community that take advantage of and utilize existing municipal services and infrastructure.

## SUSTAINABILITY

### **ECONOMIC SUSTAINABILITY:**

The proposed Secondary Suite will utilize existing municipal infrastructure services that have sufficient capacity to support the additional residential dwelling unit. No extensions to existing municipal infrastructure are required in order to support the proposed accessory dwelling unit.

#### **SOCIAL SUSTAINABILITY:**

The proposed Secondary Suite would contribute positively to the notion of increasing the range of affordable housing types, tenures and built-forms that are available for both current and future residents living in the Town regardless of their age, background and/or abilities.

#### **ENVIRONMENTAL SUSTAINABILITY:**

The proposed Secondary Suite will be located within the basement of an existing single-detached dwelling and will utilize municipal infrastructure services (eg. water and sanitary sewer) that already exist within the road allowance.

#### **IMPLICATIONS OF RECOMMENDATION:**

##### **GENERAL:**

The housing supply in the Town is primarily comprised of single-detached dwellings and increasing the supply of more affordable housing types and built-forms is representative of good land use planning. The redesignation application would contribute one additional residential dwelling unit to the Town's supply of affordable housing units.

##### **ORGANIZATIONAL:**

Staff will invest the time necessary in preparing reports, actively engaging with the public (eg. abutting landowners) and ensuring proper distribution of the public notices for the public hearing.

##### **OPERATIONAL:**

N/A

##### **FINANCIAL:**

The proposed Secondary Suite will require a development permit and building permit application, which will include the collection of all applicable fees under the Town's [2025 Fees Bylaw No. 24-25](#) (which may be updated in 2026). The proposed Secondary Suite is also likely to increase the assessed market value of the existing single-detached dwelling and therefore it is reasonable to expect the lands to generate increased property tax revenue for the Town.

##### **POLICY:**

Section 3.2.16 of the Town's [Municipal Development Plan](#) (MDP) acknowledges that Secondary Suites are an appropriate method for providing additional and affordable housing in

all residential districts provided that parking requirements and any safety and building code requirements.

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

#### **IMPLEMENTATION:**

Staff will advertise the public hearing in accordance with Section 606 of the MGA.

---

#### **BACKGROUND:**

The application to amend [Land Use Bylaw No. 14-11](#) (LUB) was received by the Town on August 12, 2025, and deemed to be a complete application on August 20, 2025. The proposed redesignation would permit a Secondary Suite to be located within the basement of the existing single-detached dwelling situated on those lands known municipally as 209 Sixth Avenue in Strathmore. The lands are also accessible from a municipally-owned lane. The parking space required for the Secondary Suite would be provided in the rear of the lands and accessed from a driveway to Sixth Avenue, or from the municipally-owned lane.

The lands are designated Residential and also within the Downtown South District under the Town's MDP. The lands are zoned "R3", High Density Residential District under the Town's LUB. The "R3" District only permits single-detached housing as a residential built-form where such a use existed on September 17, 2014 when the Town's LUB was adopted by Council. Staff notes in this regard that the existing single-detached dwelling on the lands is considered to be legally existing as it was constructed originally in 1952 according to available development permit and building permit records.

The proposed amendment to the Town's LUB would rezone the lands from "R3", High Density Residential District to "R3(DCD)", High Density Residential - Direct Control District Overlay in order to permit a Secondary Suite within an existing single-detached dwelling. The direct control district overlay would allow for a Secondary Suite as a Permitted Use on a site-specific basis and would allow the owners to proceed with development permit and building permit applications. Attached to this report is a copy of proposed Bylaw No. 25-21.

The application has been circulated to relevant internal and external agencies and departments for review and comment. At the time of writing this report, the Fire Department, as well as Infrastructure Services have advised that they have no concerns with the development proposal.

---

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

The provision of a wider range and supply of affordable housing options for lower income, including families, seniors, and individuals with special needs is an identified key issue for many municipalities in Alberta. The apartment vacancy rate in the Town for private apartment-style dwelling units is currently low at 1.7% according to CMHC data as of October 2024. Further to this, the CMHC's [Rental Market Survey Tables](#) for Alberta in 2024 notes that the Town currently has a total of 254 private apartment-style dwelling units with the majority of apartment-style dwelling units having two bedrooms (ie. 154 dwelling units). For reference purposes, "healthy" vacancy rates are generally considered to be between 3-5% depending on the source (eg. bank, government agencies, etc.) and the rental market (eg. Calgary, Edmonton, etc). The proposed Secondary Suite would contribute positively to the overall affordable housing issue by increasing the availability of affordable housing options in the Town.

### **DESIRED OUTCOMES:**

That Council give first reading to Bylaw No. 25-21 and provide Administration with direction to schedule a public hearing for Bylaw No. 25-21.

### **COMMUNICATIONS:**

Staff will advertise the public hearing by including written notices in the Strathmore Times and on the Town's social media pages, as well as publishing the notices on the Town's website and by sending the notices by regular mail to adjacent landowners.

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

Council may support the recommendation or defer the first reading and/or public hearing.

### **ATTACHMENTS:**

[Attachment I: Land Use Bylaw Amending Bylaw No. 25-21 \(209 Sixth Avenue, Strathmore\)](#)

[Attachment II: Site Plan - With Parking Area](#)

[Attachment III: Floor Plans - Access to Secondary Suite](#)

[Attachment IV: Land Use Bylaw Excerpts - Secondary Suites](#)

Chuck Procter, Manager of Development Services

Approved  
- 21 Nov  
2025

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

Approved  
- 25 Nov  
2025

Kevin Scoble, Chief Administrative Officer

Approved  
- 25 Nov  
2025

Veronica Anderson, Legislative Services Officer

Approved  
- 26 Nov  
2025

Johnathan Strathdee, Manager of Legislative Services

Approved  
- 26 Nov  
2025

**BYLAW NO. 25-21**  
**TOWN OF STRATHMORE**  
**IN THE PROVINCE OF ALBERTA**

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

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

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

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

**1. SHORT TITLE**

- 1.1 This Bylaw may be cited as the "Land Use Bylaw Amending Bylaw No. 25-21"

**2. AMENDMENTS**

- 2.1 That Bylaw No. 14-11 Schedule A – Land Use District Map is amended by changing the land use designation of Lot 10, Plan 8350GH, from "R3", High Density Residential District to "R3(DCD)", High Density Residential – Direct Control District Overlay as shown below in Schedule "A" to this Bylaw.
- 2.2 That Bylaw No. 14-11 Schedules Section is amended as follows:
- a) By adding a new Schedule E27 – Direct Control District Overlay – 209 Sixth Avenue – Secondary Suite;
  - b) By adding the following regulations under Schedule E27 – Direct Control District Overlay – 209 Sixth Avenue – Secondary Suite:

**"1. APPLICATION**

- 1.1 The provisions of this Direct Control District Overlay apply to those lands described legally as Lot 10, Plan 8350GH, known municipally as 209 Sixth Avenue and shown below:





**Figure 1: Direct Control District Overlay – 209 Sixth Avenue – Secondary Suite**

- 1.2 The provisions of Section 4.6 – “R3”, High Density Residential District apply to the subject lands unless the provisions of this Direct Control District Overlay conflict with Section 4.6 in which case the provisions of this Direct Control District Overlay must govern.

**2. REGULATIONS**

- 2.1 In addition to those Permitted Uses prescribed in Section 4.6(2)(a) of the "R3", High Density Residential District, a Secondary Suite shall be a Permitted Use subject to the regulations of this Direct Control District Overlay;
- 2.2 The establishment of a Secondary Suite shall only be permitted on a lot containing a Single Detached House that lawfully existed prior to the initial adoption of Bylaw No. 14-11 on September 27, 2014; and,
- 2.3 That a Secondary Suite otherwise demonstrate compliance with all other applicable provisions of Bylaw No. 14-11 to the satisfaction of the Development Authority."

**3. EFFECTIVE DATE**

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

**READ A FIRST TIME** this \_\_\_\_\_ day of 2026

**PUBLIC HEARING HELD** this \_\_\_\_\_ day of \_\_\_\_\_, 2026

**READ A SECOND TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2026

**READ A THIRD AND FINAL TIME** this \_\_\_\_\_ day of \_\_\_\_\_, 2026

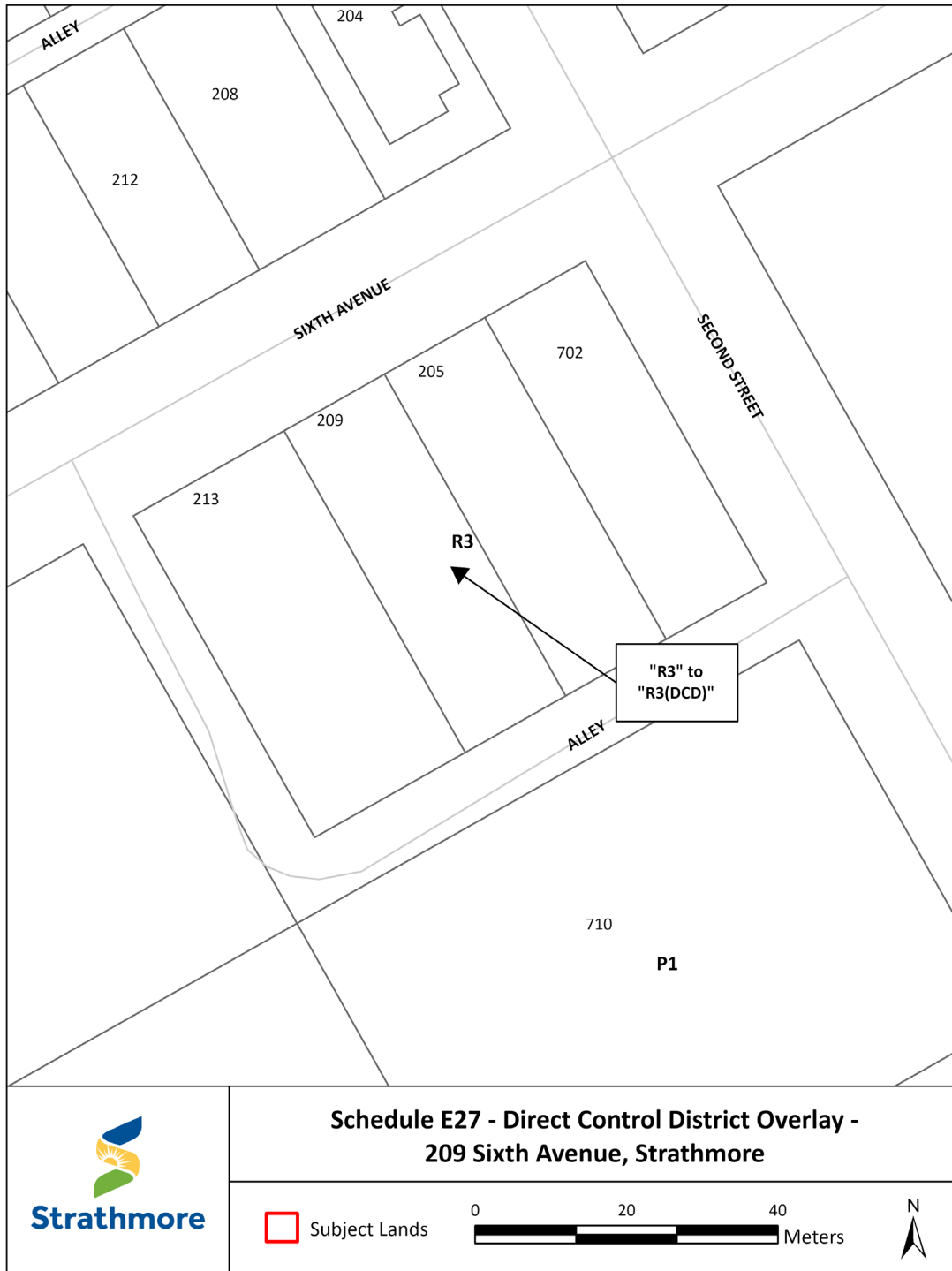
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Mayor

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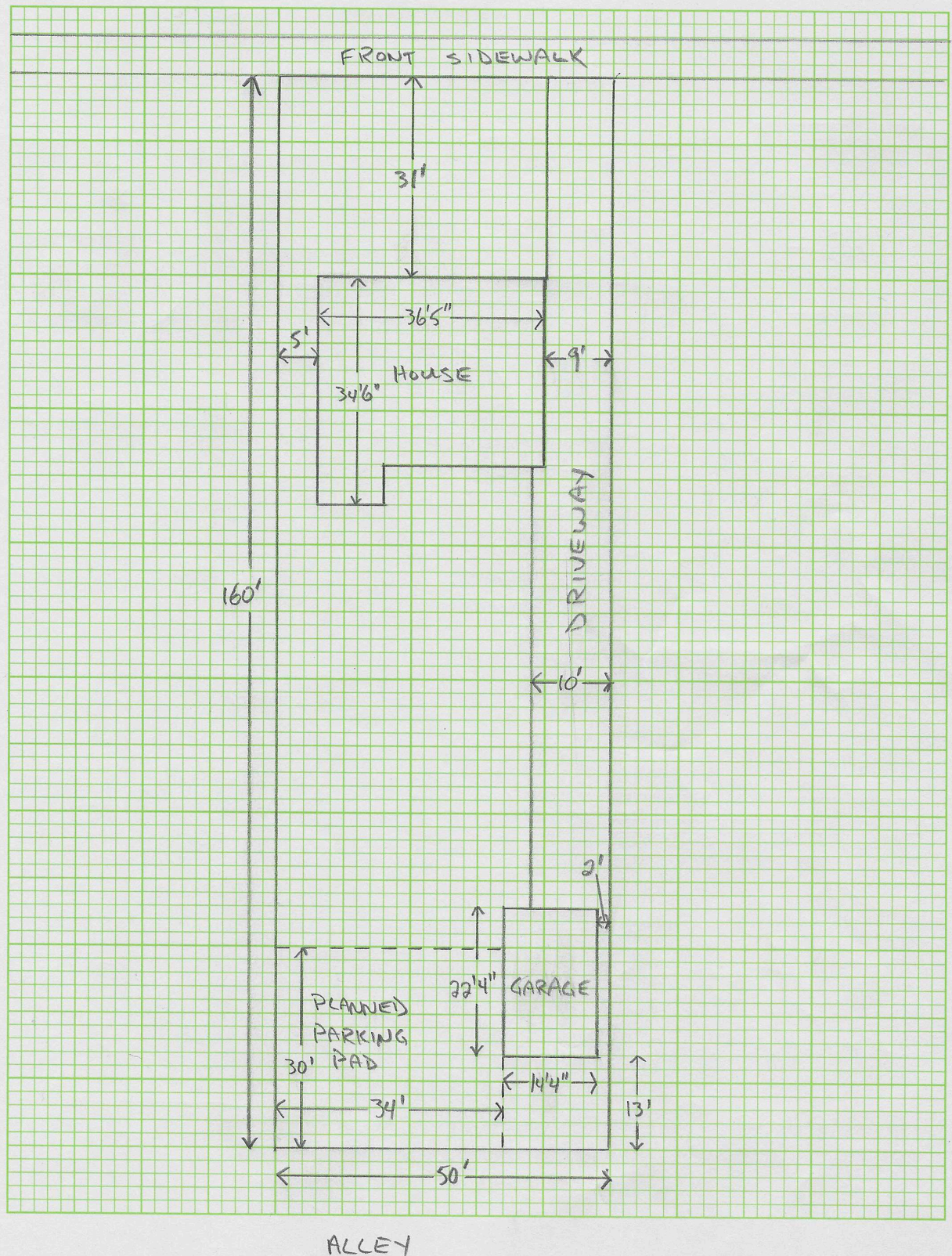
Director of Strategic, Administrative  
and Financial Services

## Schedule "A"



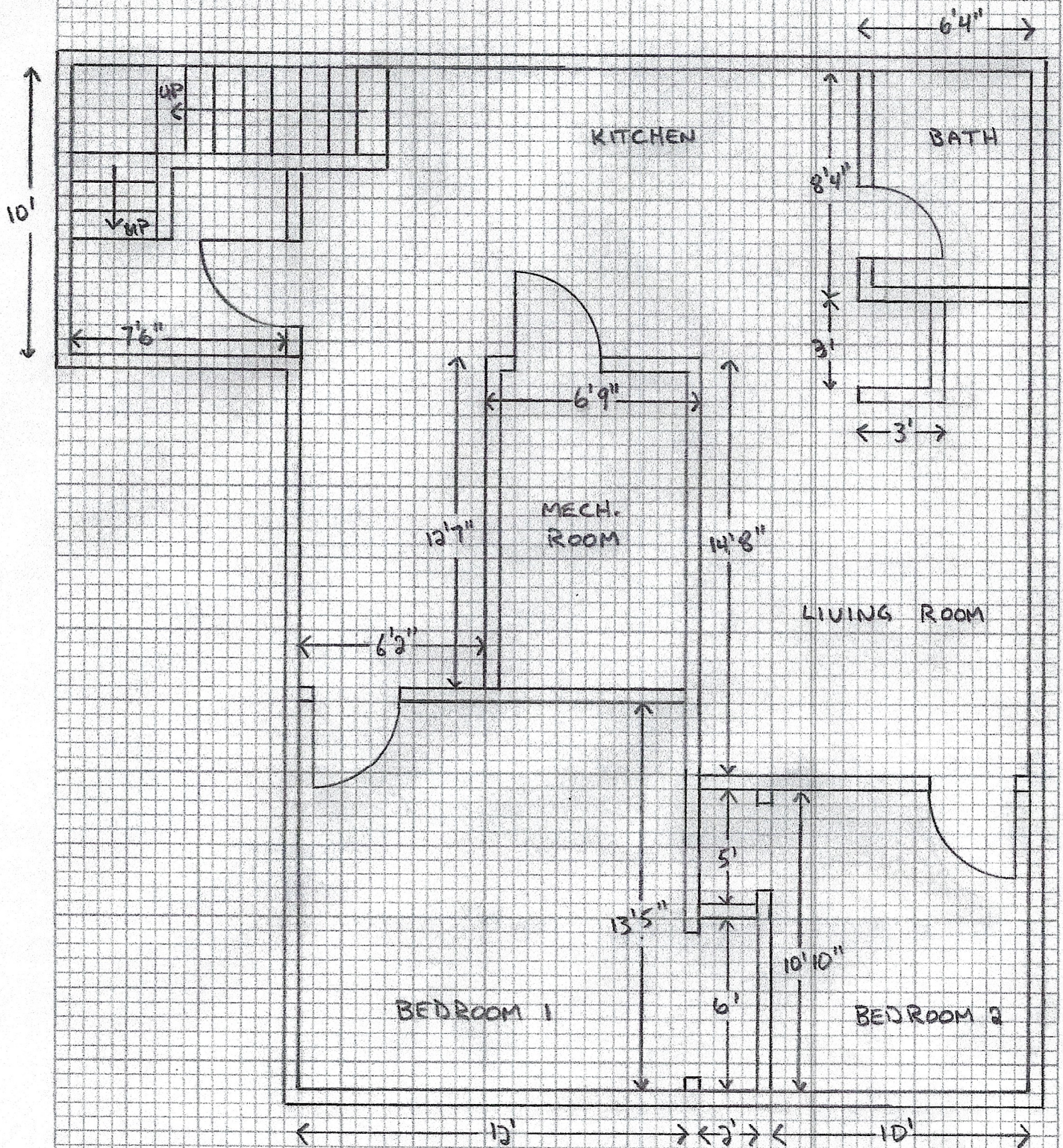
Spatial Reference: PCS NAD 1983 3TM 114





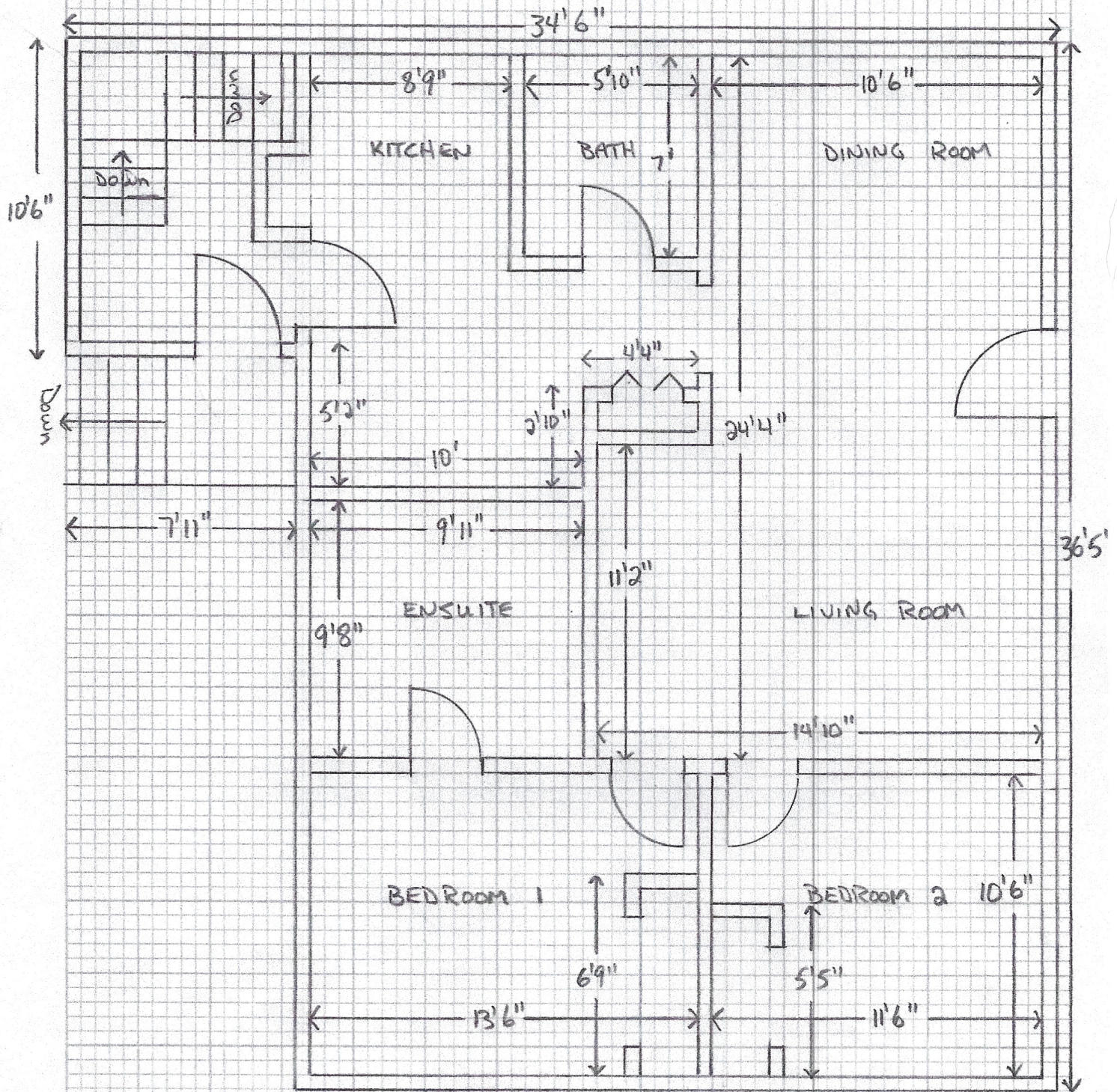


# BASEMENT





# MAIN FLOOR





151. **Retaining Wall** means a wall erected for holding in place a mass of earth or the like, such as at the edge of a terrace or excavation.

**S**

Bylaw #18-08

152. **Salvage Yard** means development where dilapidated vehicles or damaged, inoperable or obsolete equipment, machinery or goods are stored, dismantled or crushed. Part or all of the activities pertaining to Salvage Yards may occur outside of a building. Salvage Yards may include the incidental sale of parts that are recovered from dilapidated vehicles, equipment, machinery or goods, and may also include space for the administration of the use.

Bylaw #17-09

153. **School – Private** means a use
- (a) where an operator, other than the following, teaches the education curriculum from kindergarten to grade 12 and where other educational programs may be provided all pursuant to the School Act RSA 2000:
    - i. a school district or division; or
    - ii. a society or company named within a charter approved by the Minister of Education operating a charter school;
  - (b) that may provide before or after school programs that are defined as Child Care Service; and
  - (c) that may provide food service for students and staff.

Bylaw #18-08

154. **School – School Authority** means a use
- (a) where any of the following teaches the education curriculum from kindergarten to grade 12 and where other educational programs may be provided all pursuant to the School Act RSA 2000:
    - i. a school district or division; or
    - ii. a society or company operating a charter school in accordance with a charter approved by the Minister of Education operating a charter school.

155. **Screening** means a fence, earth berm, hedge, or other appropriate landscaping, used to visually separate areas or functions which, in the opinion of the Approving Authority, detract from the urban street or neighboring land uses.

Bylaw #16-10

156. **Sea Can** means a shipping container that is designed to be moved from one mode of transport to another without unloading or reloading.

157. **Setback** means the distance that a development or a specified portion of a Development is setback from a property line.

Bylaw #20-04

158. **Secondary Suite** means a use that:
- a) contains two or more rooms used or designed to be used as a residence not shared with the primary dwelling unit, by one or more persons;
  - b) contains living, sleeping and sanitary facilities; a kitchen or appliances designed to be used for the cooking or preparation of food;
  - c) is self-contained and located within a Dwelling Unit; and
  - d) is considered part of and secondary to a Dwelling Unit.

3. A Cannabis Store located on the south side of Highway 1 may be located any distance from the following and is not subject to any separation distance from the following:
  - (a) a School – School Authority; or
  - (b) a School – Private.
4. The separation distance from a Cannabis Store to the property line of a parcel described in Subsections 1(a) and 1(b) and Section 2 above is measured from the closest external wall of
  - (a) the building containing the Cannabis Store, where the store occupies the entire building; or
  - (b) that portion of the building containing the Cannabis Store if the Cannabis Store occupies a portion of a building.
5. The 125 m, 100 m and 50 m separation distances described in Subsections 1(a) and 1(b) and Section 2. above must not be reduced by the Development Authority despite any provision to the contrary in this Bylaw.

<b>SECTION 3.34</b>	<b>SECONDARY SUITES</b>
---------------------	-------------------------

Bylaw #20-04

1. Only one (1) Secondary Suite may be developed in conjunction with a principal dwelling.
2. A minimum of one (1) on-site parking stalls shall be provided for a Secondary Suite in addition to the required parking stalls for the principal dwelling.
3. On-site tandem parking arrangements shall be supported by the Development Authority.
4. Adjacent street parking shall not receive credit towards achieving the minimum parking calculations for a Secondary Suite

<b>SECTION 3.35</b>	<b>SEA CANS</b>
---------------------	-----------------

Bylaw #16-10

Bylaw #22-01

1. A Sea Can must comply with the regulations in the Accessory Buildings and Uses Section. The Approving Authority may substitute requirements or otherwise ensure that
  - (a) A Sea Can used for storage is screened from public view from an adjoining street other than a lane; and
  - (b) The Sea Can is located to the satisfaction of the Approving Authority.
2. A Sea Can used for storage shall only be located on a parcel where there is an existing principal use.
3. The Approving Authority may require that a Sea Can be clad, painted, or covered to ensure that its appearance is compatible with the surrounding area.
4. After a dwelling unit on a site in a residential district has been occupied, a Sea Can may be located on that site for no longer than 10 consecutive days to enable temporary storage or moving of goods, materials or equipment. The Approving Authority may require that the Sea Can be located to their satisfaction.
  - (a) The Approving Authority must be notified prior to the Sea Can being located on site.



**4.6 R3 HIGH DENSITY RESIDENTIAL DISTRICT**

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

**2. USES:**

**a) Permitted Uses**

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

Bylaw #15-22

Bylaw #17-12

**b) Discretionary Uses**

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

Bylaw #15-40

Bylaw #17-12

**3. GENERAL SITE REQUIREMENTS:**

**a) Minimum Site Area**

- i. The minimum site area shall be 930m<sup>2</sup>, and the maximum site area shall be 4000m<sup>2</sup>.

**b) Minimum Lot Area**

- i. 175.0 m<sup>2</sup> per attached dwelling unit
- ii. 40 m<sup>2</sup> per apartment dwelling unit

**c) Minimum Site Width**

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

Bylaw #22-01

**d) Minimum Site Depth**

- i. 30.5 metres for all lots

**e) Habitable Floor Area**

- i. Minimum Gross Floor Area - 40 m<sup>2</sup> per dwelling unit

**f) Maximum Number of Dwelling Units**

Bylaw #15-28

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

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

Bylaw #16-10

- i. Front Yard – 6.0 m and, at the discretion of the Approving Authority, 4.0 m if the lot is served by a rear lane

- ii. Rear Yard – 7.0 m

- iii. Side Yard – The setback from a side property line is as follows:

Bylaw #15-01

- a. 1.5 m from the side property line shared with an Internal Lot if the Principal Building is 9.0 m or less in height at the eaveline;

- b. 3.0 m from a side property line shared with an internal lot if the Principal Building is more than 9.0 m in height at the eaveline;

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

Bylaw #16-10

**h) Building Height**

Bylaw #22-01

- i. 10.0 m for Duplex

- ii. 12.0 m for Attached Housing

Bylaw #22-01

- iii. 5.0 m for Accessory Buildings\* see OTHER SITE REQUIREMENTS below

- iv. 14.0 m or four (4) storeys for Apartment Housing

**i) Site Coverage**

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

**4. OTHER SITE REQUIREMENTS:**

**Parking**

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

**Landscaping**

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

**Uses and appearance**

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

Bylaw #22-01

**Accessory Building**

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

WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION  
(WADEMSA) REGULAR MEETING MINUTES OF SEPTEMBER 22, 2025

Minutes of the Regular Meeting of the Wheatland and Adjacent Districts Emergency Medical Services Association (WADEMSA) held at Wheatland County, Monday, September 22, 2025, commencing at 6:04 P.M. with the following present:

In Attendance:	Chairman	D. Burke D. Biggar T. Ikert R. Wegener M. Worthington D. Peterson R. Dahl C. Miller L. Schultz
	CAO	
Regrets:	Secretary/Treasurer	

Call to Order                      Mr. Burke called the meeting to order at 6:04 pm.

Jon Rossall from McLennan Ross LLP joined the meeting virtually at 6:04 pm.

Mr. Burke introduced Mr. Rossall and all board members. Mr. Rossall then began discussion regarding WADEMSA’s contract with AHS, and the correspondence from the past year from AHS. He advised the Board of his opinion of the options available to the Board, and much discussion was had regarding the opinions provided.

Mr. Rossall was thanked for meeting with the Board and left the meeting at 6:50 pm.

Kim Carson and Matthew Striepe from AHS were invited into the meeting at 6:50 pm.

Mr. Burke welcomed Ms. Carson and Mr. Striepe into the meeting, and the Board was introduced.

Ms. Carson thanked the Board for meeting, and noted that AHS values the partnership with WADEMSA, that WADEMSA provides a good service and that had never been a concern, and that AHS would like an amicable agreement as soon as possible. She noted that due to confidentiality portions of the agreement between AHS and WADEMSA that AHS would like all conversations regarding the correspondence received by WADEMSA to be discussed in-camera.

The Board and members from AHS had a lot of discussion as to the reasoning why such discussions should be held in-camera and the implications for the discussions to be done in-camera.

- RESOLUTION 25-111  
In-Camera Session

IKERT MOVED to go In-Camera at 7:40 pm.

Carried.
- RESOLUTION 25-112  
Out-of-Camera

WEGENER MOVED to come Out-Of-Camera at 8:27 pm.

Carried.

Ms. Carson and Mr. Striepe left the meeting at 8:27 pm.
- RESOLUTION 25-113  
Future meeting with  
AHS

PEDERSON MOVED for the Board and administration meet with AHS on Thursday, October 2, 2025 to continue discussions.

Carried.
- RESOLUTION 25-114  
Agenda

PETERSON MOVED approval of the agenda.

Carried.
- RESOLUTION 25-115  
Reg Minutes

BURKE MOVED approval of June 16, 2025 regular meeting minutes, with amendments to naming for resolutions 25-95 and 25-96.

Carried.
- RESOLUTION 25-116  
Special Minutes

BIGGAR MOVED approval of July 7, 2025 special meeting minutes.

Carried.

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION  
(WADEMSA) REGULAR MEETING MINUTES OF SEPTEMBER 22, 2025**

**RESOLUTION 25-117**  
Special Minutes

**WEGNER MOVED** approval of August 7, 2025 special meeting minutes.

Carried.

Business Arising From  
The Minutes

Shaw/Rogers 911  
Fees

Mr. Dahl advised the board that the last correspondence regarding the fees with Mark Pretzlaff from the Town of Strathmore was that they (the Town) had an issue come up with administration and they had been unable to address the fees over the summer. Mr. Dahl will follow up with Mr. Pretzlaff to come up with a timeline and will report back to the Board.

Fire Dispatch Service  
Level Agreement

Mr. Dahl advised the Board that the agreement is now on it's fourth draft, and is currently with the fire liaison for the County for review. He does not have a timeline for when the draft will be returned.

Financial Reports

**RESOLUTION 25-118**  
Cheque Payments

**IKERT MOVED** approval of the June, July and August 2025 cheque payments.

Cheque Ratifications		
June 2025	CK 002005 – 002013	\$17,754.80
July 2025	CK 002014 – 002022	\$11,013.32
August 2025	CK 002023 – 002031	\$110,436.28

Carried.

**RESOLUTION 25-119**  
Direct & Online  
Payments

**PETERSON MOVED** approval of the June, July and August 2025 direct and online payments.

Direct & Online Payments	
June 2025	\$156,610.11
July 2025	\$197,298.61
August 2025	\$189,886.17

Carried.

**RESOLUTION 25-120**  
Payroll

**BURKE MOVED** approval of the June, July and August 2025 payroll.

June 2025	Gross \$199,634.36	Net \$130,824.18
July 2025	Gross \$212,184.23	Net \$145,354.85
August 2025	Gross \$269,588.30	Net \$182,301.00

Carried.

**RESOLUTION 25-121**  
Bank Reconciliations

**WEGENER MOVED** approval of the June, July and August 2025 Bank Reconciliations.

Carried.

**RESOLUTION 25-122**  
Income/Expense  
Comparison Report

**PETERSON MOVED** approval of the Income/Expense Comparison for April 1 to August 31, 2025.

Carried.

**RESOLUTION 25-123**  
Departmental  
Income/Expense  
Report

**WORTHINGTON MOVED** approval of the Departmental Income/Expense Comparison report for April 1 to August 31, 2025.

Carried.

**RESOLUTION 25-124**  
Reserve Continuity  
Report

**BIGGAR MOVED** approval of the Reserve Continuity report as of August 31, 2025.

Carried.

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION  
(WADEMSA) REGULAR MEETING MINUTES OF SEPTEMBER 22, 2025**

Chairman Report	Chairman Burke did not have anything to report.
CAO Report	<p>CAO Dahl reported 2025 ambulance call volumes to August 31 of 2,067 calls, up 1% compared to 2,015 calls in the same period in 2024. Mr. Dahl then reported the 2025 dispatch call volumes to August 31 of 11,747 calls, an increase of 2% from 11,469 calls in 2024, and 1,317 calls that were dispatched by staff, with a small difference of less than 1% from 1,316 calls dispatched in 2024.</p> <p>CAO Dahl reported that EMS provided standby services for the August Strathmore rodeo; there were no major events at the rodeo and the events committee was very happy to have us attend. There were multiple school tours done by staff in June, and the crews also did a tour of the facility with Connect Leisure Services which are the same group that helped us with flower and vegetable garden planting at the office. Staff also took part in the Strathmore High School "Try a Trade" day, which was a great PR event with a lot of interest in EMS and Wheatland EMS. A small bathroom reno was completed in the office. There was also a kick-off meeting held with Accreditation Canada, and the CAO and other administrative staff will be starting major work on this in the next few months. The CAO also noted that the Board will need a new Strategic Plan completed for accreditation. Discussion was had regarding potential hall needs going forward, as well as potential land issues.</p>
<b>RESOLUTION 25-125</b> Land Lease Agreement	<p><b>IKERT MOVED</b> to direct the CAO to provide the lease agreement for land with the next regular meeting.</p> <p style="text-align: right;">Carried.</p>
<b>RESOLUTION 25-126</b> CAO Report	<p><b>IKERT MOVED</b> approval of the CAO report.</p> <p style="text-align: right;">Carried.</p>
New Business	
Dispatch – Next Gen 911 Capital Updates & Telus Fibre Optic Lines For Backup Centre And Per Capita Rates for 2026	<p>Mr. Dahl advised the Board that he has had recent conversations with Bill Trikas from iNet Public Safety regarding the need to move to Next Gen 911 by Q1 of 2027, which would include additional equipment capital costs of approximately \$85,000.00. This equipment is necessary to be a 911 dispatch provider. Mr. Dahl also noted that work on the Next Gen 911 system has already began and the Board has paid these costs in prior years.</p> <p>Mr. Dahl also advised the board of a quote from Telus to install fibre-optic lines into the backup facility, which is necessary for dispatch to have, of approximately \$173,000.00. These fibre-optic lines are not the same as what has been installed in town for businesses and residential areas, and there are no additional sites in Wheatland County that have these specific fibre-optic lines available.</p> <p>The Board discussed why these capital costs are necessary to maintain the dispatch centre, and where the funds could come from (ie: grants).</p> <p>The discussion moved to potential per capita rate increases for the 2026 calendar year.</p> <p>The Board discussed what potential options there could be to keep the rates the same (ie: cutting costs, using funds from Legacy Reserve) or what other options there would be for the future of the dispatch center. This was left to be discussed further at a future meeting.</p>
<b>RESOLUTION 25-127</b> Next Gen 911 Capital Updates & Telus Fibre Optic Lines For Backup Centre And Per Capita Rates for 2026	<p><b>IKERT MOVED</b> to accept Mr. Dahl's comments as information.</p> <p style="text-align: right;">Carried.</p>

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION  
(WADEMSA) REGULAR MEETING MINUTES OF SEPTEMBER 22, 2025**

The next regular meeting will be held at the call of the chair.

Adjournment

Mr. Burke declared the meeting adjourned at 9:25 pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION  
(WADEMSA) SPECIAL MEETING MINUTES OF OCTOBER 2, 2025

Minutes of the Special Meeting of the Wheatland and Adjacent Districts Emergency Medical Services Association (WADEMSA) held at Wheatland County, October 2, 2025, commencing at 5:58 P.M. with the following present:

In Attendance:	Chairman	D. Burke R. Wegener D. Biggar M. Worthington L. Schultz D. Peterson R. Dahl C. Miller T. Ikert
	CAO Secretary/Treasurer Regrets:	

Call to Order                      Mr. Burke called the meeting to order at 5:58 pm.

**RESOLUTION 25-128**  
Agenda                              **PETERSON MOVED** approval of the agenda.

Carried.

Jon Rossall from McLennan Ross LLP joined the meeting virtually at 6:00 pm

Discussion between the Board and Mr. Rossall was had regarding if the conversation should be held in-camera, and potential issues if the conversation was not to be in-camera.

**RESOLUTION 25-129**  
In-Camera Session                      **WORTHINGTON MOVED** to go In-Camera at 6:08 pm.

Carried.

**RESOLUTION 25-130**  
Out-of-Camera                              **WORTHINGTON MOVED** to come Out-Of-Camera at 6:52 pm.

Carried.

Mr. Rossall left the meeting at 6:52 pm.

The Board then discussed how to best move forward in the next meeting with AHS.

Kim Carson and Matthew Striepe from AHS joined the meeting at 6:59 pm.

Mr. Schultz was introduced as he was absent from the prior meeting.

**RESOLUTION 25-131**  
In-Camera Session                              **SCHULTZ MOVED** to go In-Camera at 7:02 pm.

Carried.

Mr. Worthington left the meeting at 7:21 and rejoined at 7:27 pm.

Ms. Carson and Mr. Striepe left the meeting at 7:32 pm.

Mr. Worthington left the meeting at 7:31 and rejoined at 7:33 pm.

**RESOLUTION 25-132**  
Out-of-Camera                              **WORTHINGTON MOVED** to come Out-Of-Camera at 7:38 pm.

Carried.

**RESOLUTION 25-133**  
Asset Management Plan                              **WORTHINGTON MOVED** to direct the CAO to contact the CAO of the Town of Strathmore for assistance with creation of an asset management plan.

Carried.

**RESOLUTION 25-134**  
Legal Council Update                              **PETERSON MOVED** to direct the CAO to contact our legal counsel and update him with the outcome of the AHS portion of the meeting.

Carried.

Adjournment                              Mr. Burke declared the meeting adjourned at 7:42 pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary



WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION  
(WADEMSA) SPECIAL MEETING MINUTES OF OCTOBER 15, 2025

Minutes of the Special Meeting of the Wheatland and Adjacent Districts Emergency Medical Services Association (WADEMSA) held at Wheatland County, October 15, 2025, commencing at 7:00 P.M. with the following present:

In Attendance:	Chairman	D. Burke R. Wegener D. Biggar M. Worthington D. Peterson T. Ikert L. Schultz
	CAO Secretary/Treasurer	R. Dahl C. Miller

Call to Order                      Mr. Burke called the meeting to order at 7:00 pm.

**RESOLUTION 25-135**  
Agenda                      **WORTHINGTON MOVED** approval of the agenda.  
  
Carried.

Press Release and  
Next Steps re: AHS                      The Board discussed how they felt the last meeting with AHS went, as well as the recent news articles that had been published by the Calgary Herald and the Edmonton Journal and their impacts on the Board members. All Board members shared their thoughts and opinions on how best for the Board to proceed. Creating an asset management plan was a high priority for Board members.

**RESOLUTION 25-136**  
Asset Management  
Plan                      **PETERSON MOVED** whereas it is essential for WADEMSA to ensure effective management and sustainability of its' assets, thereby enhancing operational efficiency and promoting fiscal responsibility; and whereas an Asset Management plan will provide a strategic framework for the maintenance, upgrading and replacement of assets to meet community needs, be it resolved that WADEMSA directs their CAO to develop a comprehensive Asset Management Plan, founded upon identified Guiding Principles , and present it to WADEMSA during the regularly scheduled meeting in November 2025.  
  
Carried.

Legal Opinion re:  
AHS response                      **WORTHINGTON MOVED** to direct the CAO to contact our legal counsel with a brief letter regarding a capital asset management plan with the surplus funds, and inviting AHS to discuss the allocation of reserves related to the plan, for counsel review before the CAO sent the letter to AHS.  
  
Defeated.

**RESOLUTION 25-137**  
Response to AHS                      **PETERSON MOVED** to direct the CAO to consult with our legal counsel on sending a letter to AHS, which is to be signed by the CAO, that includes: 1) That WADEMSA is refining our asset management plan to specifically designate contracted funds, and 2) Upcoming municipal elections will lead to a new board foundation in November 2025, and due to that we are requesting possible meeting In December 2025 or January 2026 with AHS.  
  
Carried.

**RESOLUTION 25-138**  
Press Release                      **SCHULTZ MOVED** that the Board does not release a unilateral press release at this time.  
  
Carried.

Shaw/Rogers 911 Fees                      Mr. Dahl had recently been contacted by Town of Strathmore CAO regarding the 911 fees being paid to Town of Strathmore instead of WADEMSA and noted that although a cheque had been drafted to return the mis-directed funds it did not include all funds that had been paid to the Town of Strathmore. Further discussions will need to be had to resolve this issue.

**RESOLUTION 25-139**  
Shaw/Rogers 911 Fees                      **BIGGAR MOVED** to direct the CAO to determine the amount of funds paid to Town of Strathmore by Shaw/Rogers, through records provided by Shaw/Rogers and/or the Town of Strathmore records.  
  
Carried.

WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION  
(WADEMSA) SPECIAL MEETING MINUTES OF OCTOBER 15, 2025

RESOLUTION 25-140

Shaw/Rogers 911 Fees

**WORTHINGTON MOVED** to direct the CAO to send a letter to the Town of Strathmore CAO requesting that they fulfill the instructions provided in June 2025 by Rogers to have the 911 Fees paid directly to WADEMSA going forward.

Carried.

Adjournment

Mr. Burke declared the meeting adjourned at 8:56 pm.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Secretary

# WHEATLAND HOUSING MANAGEMENT BODY REGULAR MEETING October 16, 2025

Minutes of the Regular Meeting of the Wheatland Housing Management Body, held at the Wheatland Lodge, 76 2<sup>nd</sup> Street, Strathmore, Alberta on Thursday, October 16, 2025, at 7:00pm.

## Board Members Present:

Wheatland County	G. Koester ~ <i>Board Chair</i>
Hospice Society	K. Clayton
Strathmore Lions Club	D. Geiger
Town of Strathmore	D. Peterson
Town of Strathmore	R. Wegener
Village of Hussar	L. Schultz
Village of Rockyford	L. Smith
Village of Standard	M. Gauthier
Wheatland County	R. Laursen
Member At Large	J. Aschenbrenner

## Attendees Present:

CAO	V. Cook
Financial Services/Payroll Manager & Deputy CAO	C. Hickey
Maintenance Supervisor	P. Neufeld
Site Manager	C. Shworak
Social Housing Manager	R. Beveridge
Recording Secretary	T. Duxbury ~ <i>Recording Secretary</i>

## Absent:

Board Chair, **KOESTER**, called the meeting to order at 7:05 PM.

Read Mission Statement & Vision Statement

Agenda Additions

F 2 c) Staff Christmas Gifts

RESOLUTION 45-10-01  
Agenda

**GAUTHIER MOVED** to accept the agenda.

- Carried Unanimously

Consent Agenda:

- Regular Meeting Minutes - September 18, 2025
- Board Resolution Action
- Financial Reports – Lodge and Social Housing – August 2025
- Maintenance Reports - Lodge and Social Housing – September 2025
- Social Housing Manager Report - Rita Beveridge
- Site Manager Report - Christi Shworak
- Chief Administrative Officer Report
- Committee Reports N/A

Laursen requested to remove Lodge Maintenance Report from the consent agenda.  
D 4 a) Maintenance Reports – Lodge

**WHEATLAND HOUSING MANAGEMENT BODY  
REGULAR MEETING  
October 16, 2025**

RESOLUTION 45-10-02  
Consent Agenda

**LAURSEN MOVED** to approve the Consent Agenda as amended.

- Carried Unanimously

Maintenance – Lodge – September 2025 ~ Verbal

**1. Maintenance Truck:**

- a. An update was provided regarding the new truck purchased for the Wheatland Lodge and Social Housing. The vehicle is a 2020 Ford F-150, one owner, with 90,000 km, quad cab, and a tonneau cover. Phoenix Signs will be creating and installing a WHMB decal on the window.
- b. It was inquired whether the vehicle was purchased within budget, and it was confirmed that it was, at a total cost of \$40,000, fully paid and finalized.

**2. Lawn/Snow Tractor:**

- a. It was noted that the lawn tractor was purchased locally from Home Hardware, in keeping with WHMB's commitment to supporting local businesses.

**3. Elevator Repairs:**

- a. It was reported that the Wheatland Lodge is tentatively booked for the first week of November 2025 for elevator repairs and an oil change. WHMB is still waiting for the quote on the required parts. The elevator is expected to be out of service for one day during the repair.

**4. Lodge Kitchen Floors:**

- a. It was reported that the kitchen floor, last replaced in 2012, is now in need of replacement. The kitchen will be closed for one day during the work, and takeout meals will be provided while it is unavailable. It was noted that there is some concern about potential deterioration beneath the existing flooring, which will be assessed during the replacement.

**5. Maintenance Staffing:**

- a. It was reported that a new handyman was hired to work four days a week, handling smaller jobs around the Lodge and Social Housing. This will allow the maintenance team to focus on larger projects.

RESOLUTION 45-10-03  
Maintenance Report  
Lodge

**CLAYTON MOVED** to accept the maintenance report as amended.

- Carried Unanimously

**Old Business**

**Social Housing - N/A**

**Lodge- N/A**

**New Business**

**Social Housing - N/A**



**WHEATLAND HOUSING MANAGEMENT BODY  
REGULAR MEETING  
October 16, 2025**

***Lodge***

**Co-Sharing Agreement**

Terms of Reference for the WHMB and WAHS Co-Sharing presented and reviewed, upon approval will be signed by Peterson and Laursen. CAO Vickey Cook will fax copy to WAHS.

**RESOLUTION 45-10-04  
Co-Sharing Agreement**

**SMITH MOVED** to approve signing of the Terms of Reference for the WHMB and WAHS Co-Sharing Committee.

- Carried Unanimously

Discussion on information from Derek Weiss.

- Reviewed email with information regarding AHPP application.
- WHMB hopes to move to a Class A Budget.

**RESOLUTION 45-10-05  
Derek Weiss  
Information**

**PETERSON MOVED** to accept Derek Weiss' email as information.

- Carried Unanimously

Agenda addition, F 2 c) Staff Christmas Gifts.

**RESOLUTION 45-10-06  
Staff Christmas Gifts**

**GAUTHIER MOVED** to give each employee a maximum of \$100.00 as a Christmas gift to be distributed at the discretion of the CAO, Vickey Cook.

- Carried Unanimously

Chair Report ~ N/A

***Important Dates***

Resident Christmas Party – December 18, 2025

***Next Meeting Date***

November 20, 2025 – Organizational

***Following Meeting Dates***

December 18, 2025 ~ *at the call of the Chair*

January 15, 2026

**Closed Session**

- ATIA 20 2 (d) Personnel

**RESOLUTION 45-10-07  
Enter Closed Session**

**KOESTER MOVED** to enter closed session at 7:32 PM.

- Carried Unanimously.

**RESOLUTION 45-10-08  
Exit Closed Session**

**LAURSEN MOVED** to exit closed session at 7:46 PM.

- Carried Unanimously.

**WHEATLAND HOUSING MANAGEMENT BODY  
REGULAR MEETING  
October 16, 2025**

**RESOLUTION 45-10-09**  
Employment Contact  
CAO

**PETERSON MOVED** the board to approve the proposal for Chrystal Hickey employment contact as discussed in camera.

- Carried Unanimously.

**RESOLUTION 45-10-10**  
Personnel Committee  
Appoint

**PETERSON MOVED** that the board appoint CAO Vickey Cook to the Personnel Committee, effective October 16 to March 2026.

- Carried Unanimously.

**RESOLUTION 45-10-11**  
Donate Truck


**PETERSON MOVED** to approve the donation of the 2004 truck, which is no longer in reliable working condition.

- Carried Unanimously.

**RESOLUTION 45-10-12**  
Adjournment

**GAUTHIER MOVED** the meeting adjourn at 7:51 PM.

- Carried Unanimously.

  
Chair

\_\_\_\_\_  
Recording Secretary



## Golden Hills School Division

Powering Hope and Possibilities

November 7, 2025

Mayor Pat Fule  
Town of Strathmore

Dear Pat,

On behalf of our Golden Hills School Division Board of Trustees I would like to congratulate you on your re-election as Mayor for the Town of Strathmore. Our Board wishes you and your newly elected Council success in your roles as representatives of your constituents.

Our Board of Trustees is also looking forward to another four years of advocating for our students, parents, and communities. One of our goals this term is to foster positive relationships with all of our Municipal partners. To that end we are hoping to connect with you in the new year to discuss the exciting things that are happening in our School Division and how we can support one another in reaching our common goals. I am looking forward to meeting with you and your Council in 2026.

Sincerely,

Laurie Huntley  
Board Chair  
Golden Hills School Division

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## Golden Hills School Division

Powering Hope and Possibilities

November 7, 2025

Councillor Melissa Langmaid  
Town of Strathmore

Dear Melissa,

On behalf of our Golden Hills School Division Board of Trustees I would like to congratulate you on your re-election as Councillor for the Town of Strathmore. Our Board wishes you and your newly elected Council success in your roles as representatives of your constituents.

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November 7, 2025

Councillor Brent Wiley  
Town of Strathmore

Dear Brent,

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November 7, 2025

Councillor Matt Hyde  
Town of Strathmore

Dear Matt,

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November 7, 2025

Councillor Jim Chisholm  
Town of Strathmore

Dear Jim,

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Councillor Claude Brown  
Town of Strathmore

Dear Claude,

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November 7, 2025

Councillor Richard Wegener  
Town of Strathmore

Dear Richard,

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November 6<sup>th</sup>, 2025

**The Honourable Pat Fule**  
**Mayor, Town of Strathmore**  
680 Westchester Road  
Strathmore, AB T1P 1J1

Dear Mayor Fule,

On behalf of Standard General Calgary (“SGC”), a Division of Colas Western Canada Inc., I would like to congratulate you on your re-election to Mayor of the Town of Strathmore. Our organization believes in taking a well-rounded approach to business, including being a reliable partner and always considering the impact of our business on the communities where we operate.

This is especially true in the Strathmore region, where our organization has been actively operating for more than 85 years. SGC is widely considered a leader in transportation infrastructure and a dependable collaborator in delivering timely and effective results. As a group, we have nearly 300 employees and have contributed over \$6.2 Million into the Strathmore area. Recently, in Strathmore we have completed the following projects and are often referred for the following services:

**Projects**

- Edgefield Strathmore
  - Underground utilities
  - Paving
  - Concrete curbs and gutters

**Services**

- Aggregate Supply
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Additionally, our operations and reach are strengthened as **SGC** makes up part of Colas Western Canada, which is collectively a group of companies setting the standard across the Western provinces and territories for excellence in transportation infrastructure – including in materials, construction and maintenance.

Through our affiliation with this nationally recognized construction entity, we have developed a robust safety, environment and corporate social responsibility program which demonstrates our commitment to sustainable construction practices and drives our success in local communities.

We look forward to continuing to contribute to the community and we will reach out to schedule a meeting in the coming weeks to introduce ourselves further.

Sincerely,

Laura Lunt P.Eng  
Vice President Standard General Calgary



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**Councillor Matt Hyde**  
**Town of Strathmore**  
680 Westchester Road  
Strathmore, AB T1P 1J1

Dear Councillor Hyde,

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November 6<sup>th</sup>, 2025

**Councillor Melissa Langmaid**  
**Town of Strathmore**  
680 Westchester Road  
Strathmore, AB T1P 1J1

Dear Councillor Langmaid,

On behalf of Standard General Calgary ("SGC"), a Division of Colas Western Canada Inc., I would like to congratulate you on your re-election as Councillor for the Town of Strathmore. Our organization believes in taking a well-rounded approach to business, including being a reliable partner and always considering the impact of our business on the communities where we operate.

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November 6<sup>th</sup>, 2025

**Councillor Brent Wiley**  
**Town of Strathmore**  
680 Westchester Road  
Strathmore, AB T1P 1J1

Dear Councillor Wiley,

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November 6<sup>th</sup>, 2025

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**Town of Strathmore**  
680 Westchester Road  
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November 6<sup>th</sup>, 2025

**Councillor James Chisholm**  
**Town of Strathmore**  
680 Westchester Road  
Strathmore, AB T1P 1J1

Dear Councillor Chisholm,

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