

AGENDA
REGULAR COUNCIL MEETING
Wednesday, October 7, 2026 @ 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 October
(Mokoikisom)

2. CONFIRMATION OF AGENDA

3. PUBLIC HEARING

4. PUBLIC COMMENTS

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

5. DELEGATIONS

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

6. CONSENT AGENDA

- 7.1 Regular Council Meeting Minutes – September 9, 2026
8.1 Corporate Quarterly Report – Q2 2026
8.2 Council Meeting Schedule Amendment – October 2026
8.3 Alberta Community Partnership Grant – Regional Municipal
Enforcement Training Framework
10.2.1 Municipal Library Board Regular Meeting Minutes – June 16, 2026
10.2.2 WADEMSA Regular Meeting Minutes – June 15, 2026
10.2.3 WADEMSA Special Meeting Minutes – June 24, 2026
10.2.4 WADEMSA Special Meeting Minutes – July 6, 2026
10.2.5 WADEMSA Special Meeting Minutes – July 20, 2026
10.2.6 WADEMSA Special Meeting Minutes – August 4, 2026
10.2.7 WHMB Meeting Notes – September 17, 2026
11.1 Thank you from True North – Received September 23, 2026

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8. BUSINESS

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12.2.	Stormwater Servicing & Utility Costing – Advice from officials – ATIA S. 29(1)(a)	

12.3. Policy Development – Advice from officials – ATIA S. 29(1)(a) and 29(1)(g)

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

13. ADJOURNMENT



Request for Decision

To: Council

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: September 9, 2026

Meeting Date: October 7, 2026

SUBJECT:	Regular Council Meeting Minutes – September 9, 2026
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RECOMMENDED MOTION:	THAT Council adopt the September 9, 2026 Regular Council Meeting Minutes as presented in Attachment I.
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REPORT SUMMARY

KEY ISSUE(S):

For the minutes from the September 9, 2026 Regular Council Meeting to be reviewed by Council to determine accuracy.

OBJECTIVE:

For Council to adopt the Regular Council Meeting Minutes as presented.

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



Community
Connection



Managing
Growth



Financial
Resilience



Economic
Growth



Protecting
Water and
Green
Spaces



Community
Safety and
Wellbeing

HOW THE STRATEGIC PRIORITIES ARE MET:

N/A

LEGISLATIVE IMPLICATIONS AND REFERENCES:

Pursuant to Section 208(1)(iii) of the *Municipal Government Act*, the minutes of the September 9, 2026 Regular Council Meeting are given to Council for adoption.

IMPLEMENTATION

NEXT STEPS:

Once signed, the September 9, 2026 Regular Council Meeting Minutes will be posted on the Town's website.

ALTERNATIVE MOTIONS:

1. Council may adopt the recommended motion.
2. Council may provide further direction regarding the Regular Council Meeting Minutes.

REPORT AUTHOR:

Veronica Anderson, Legislative Services Officer

ATTACHMENTS:

[Attachment I: REGULAR COUNCIL - 09 Sep 2026 - Minutes](#)

Andrea MacInnes, Legislative Services Officer

Approved
- 17 Sep
2026



MINUTES

REGULAR COUNCIL MEETING

6:00 PM - Wednesday, September 9, 2026

Council Chambers, 1 Parklane Drive, Strathmore AB

COUNCIL PRESENT: Councillor Claude Brown, Councillor Jim Chisholm, Councillor Matt Hyde, Councillor Melissa Langmaid, Deputy Mayor Richard Wegener, and Councillor Brent Wiley

COUNCIL ABSENT: Mayor Pat Fule

STAFF PRESENT: Kevin Scoble (Chief Administrative Officer), Jamie Dugdale (Director of Infrastructure, Operations, and Development Services), Mark Pretzlaff (Director of Community and Protective Services), and Kara Rusk (Director of Strategic, Administrative, and Financial Services)

1. **CALL TO ORDER**

Deputy Mayor Wegener called the September 9, 2026 Regular Council Meeting to order at 7:18 p.m.

2. **CONFIRMATION OF AGENDA**

Resolution No. 222.09.26

Moved by Councillor Langmaid

THAT Council adopt the September 9, 2026 Regular Council Meeting Agenda as amended:

ADDITIONS:

5.1 Delegation – Strathmore Wheatland Chamber of Commerce

8.1 2026-2027 Policing Support Grant Funding Agreement

11.2 Letter of Support Request – SILP Grant Application

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

AGAINST: None.

CARRIED

3. **PUBLIC HEARING**

None.

4. **PUBLIC COMMENTS**

None.

5. **DELEGATIONS**

5.1. **Delegation – Strathmore Wheatland Chamber of Commerce**

6. **CONSENT AGENDA**

Resolution No. 223.09.26

Moved by Councillor Brown

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

7.1 Regular Council Meeting Minutes – September 2, 2026

10.2.1 August 2026 Marigold Library Board Updates

10.2.2 Marigold 2027 Budget Estimates

11.1 Certificate of Appreciation from the Royal Canadian Legion

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

AGAINST: None.

CARRIED

7. **CONFIRMATION OF MINUTES**

7.1. **Regular Council Meeting Minutes – September 2, 2026**

The following motion was adopted by the consent agenda:

THAT Council adopt the September 2, 2026 Regular Council Meeting Minutes as presented in Attachment I.

8. **BUSINESS**

8.1. **2026-2027 Policing Support Grant Funding Agreement**

Resolution No. 224.09.26

Moved by Councillor Hyde

THAT Council authorize the Mayor to sign the 2026-2027 Policing Support Grant Funding Agreement as presented in Attachment I.

Resolution No. 225.09.26

Moved by Councillor Brown

THAT Council amend the motion to include:

“AND THAT Council authorize the CAO to review and approve future Policing Support Grant Funding Agreements;

AND THAT Council direct Administration to present the agreements back to Council as information once they have been completed.”

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

AGAINST: None.

CARRIED

Resolution No. 224.09.26

Moved by Councillor Hyde

THAT Council authorize the Mayor to sign the 2026-2027 Policing Support Grant Funding Agreement as presented in Attachment I;

AND THAT Council authorize the CAO to review and approve future Policing Support Grant Funding Agreements;

AND THAT Council direct Administration to present the agreements back to Council as information once they have been completed.

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

AGAINST: None.

CARRIED

9. BYLAWS

9.1. Land Use Bylaw Amending Bylaw No. 26-13 (126 Westdale St.)

Resolution No. 226.09.26

Moved by Councillor Chisholm

THAT Council give First Reading to Bylaw No. 26-13, being a bylaw to amend Land Use Bylaw No. 14-11;

AND THAT Council direct Administration to schedule a Public Hearing for Bylaw No. 26-13 on October 21, 2026 at 6:00 p.m. in Council Chambers.

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

AGAINST: None.

CARRIED

10. COUNCILLOR INFORMATION & INQUIRIES

10.1. QUESTIONS BETWEEN COUNCILLORS AND COUNCIL STATEMENTS

None.

10.2. BOARD AND COMMITTEE REPORTS

10.2.1. August 2026 Marigold Library Board Updates

10.2.2. Marigold 2027 Budget Estimates

10.3. QUESTION AND ANSWER PERIOD

None.

10.4. ADMINISTRATIVE INQUIRIES

None.

10.5. NOTICES OF MOTION

None.

11. CORRESPONDENCE

11.1. Certificate of Appreciation from the Royal Canadian Legion

11.2. Letter of Support Request – SILP Grant

Resolution No. 227.09.26

Moved by Councillor Langmaid

THAT Council direct Administration to prepare a letter of support for the Calgary Catholic Immigration Society's SILP grant application.

AND THAT the review period for that letter of support be reduced to 24-hours.

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

AGAINST: None.

CARRIED

12. CLOSED MEETING

Resolution No. 228.09.26

Moved by Councillor Brown

THAT Council move In Camera to discuss items related to sections 29(1)(a) and 29(1)(b)(iii) of the *Access to Information Act* at 7:44 p.m.

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

AGAINST: None.

CARRIED

12.1. Alberta Municipalities 2026 Resolutions – Advice from officials – ATIA S. 29(1)(a)

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

12. CLOSED MEETING

Resolution No. 226.09.26

Moved by Councillor Langmaid

THAT Council move out of Camera at 8:10 p.m.

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

AGAINST: None.

CARRIED

13. ADJOURNMENT

Deputy Mayor Wegener adjourned the September 9, 2026 Regular Council Meeting at 8:10 p.m.

Mayor

Director of Strategic, Administrative,
and Financial Services



Report for Council

To: Council

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

Date Prepared: September 7, 2026

Meeting Date: October 7, 2026

SUBJECT:	Corporate Quarterly Report - Q2 2026
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RECOMMENDED MOTION:	Information for Council
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REPORT SUMMARY

KEY ISSUE(S):

This report represents the first Corporate Quarterly Report presented under Council's 2026-2029 Strategic Plan. A Q1 report was not provided as Council's Strategic Plan and the related administrative initiatives within the Corporate Business Plan were still being developed and finalized during the first quarter. Moving forward, quarterly reports will be provided to Council to support transparency, accountability, and ongoing oversight and will allow Council to monitor achievements, assess ongoing priorities, and maintain accountability in both strategic and financial decision-making.

FINANCIAL IMPLICATIONS:

The Q2 2026 Operating results reflect a forecast surplus of \$418,362. Contributing factors and items to note include:

Operating revenues are forecast to be approximately \$1 million less than budget due to:

- A reduction in transferring from operating reserves amounting to \$554,000 due to a delay in Wheatland Housing Management Board Design.
- A reduction in transferring from capital reserves amounting to \$300,000 due to the Water Continuity Emergency fund not being required.
- User fee revenues are trending lower than expected both in utility billing and in facility memberships and admission fees, a negative impact of \$560,245.
- These reductions are offset slightly by an increase in building permits for around \$61,000, investment and interest income is trending higher by about \$150,000 and receipt of developer levies for approximately \$173,000 which will be transferred to reserves.

Operating expenses are trending at about \$1,451,000 below budget. The largest reductions are due to:

- An expected reduction in contracted and general services of approximately \$1 million. This is due to a delay in the Wheatland Housing Management Board Design, not utilizing the Water Continuity Emergency finds, a delay in the issuing of Priority Based Budgeting RFP and reduced contract costs for some of the utility functions.
- Salaries, wages and benefits are also projected to be less than budget in the amount of \$503,397 due to vacancies, attrition and pooled positions.
- There is an increase in transfers to capital reserves for the developer levies and construction advance refunds that have been received.

BACKGROUND:

The Corporate Quarterly Report provides Council with a summary of Administration's progress in advancing Council's 2026-2029 Strategic Plan, as well as an update on the Town's financial position as of June 30, 2026. The report supports Council's oversight role by tracking strategic initiatives, capital projects, and key financial indicators.

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



Community
Connection



Managing
Growth



Financial
Resilience



Economic
Growth



Protecting
Water and
Green
Spaces



Community
Safety and
Wellbeing

HOW THE STRATEGIC PRIORITIES ARE MET:

The Corporate Quarterly Report supports all six of Council's Strategic Priorities by providing regular updates on Administration's progress in implementing the initiatives, projects, and actions established through the Corporate Business Plan to achieve Council's 2025–2029 Strategic Plan. The report also strengthens transparency and accountability by providing Council with information on organizational performance, capital project progress, and the Town's financial position.

COMMUNITY IMPLICATIONS:

n/a

INTERNAL IMPLICATIONS:

n/a

LEGISLATIVE IMPLICATIONS AND REFERENCES:

n/a

PUBLIC ENGAGEMENT AND AWARENESS:

n/a

IMPLEMENTATION

COMMUNICATIONS:

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

NEXT STEPS:

n/a

ALTERNATIVE MOTIONS:

Council may choose to remove the report from the Consent Agenda and table the item for discussion with Administration.

REPORT AUTHOR:

Karoline Power, Senior Executive Assistant

ATTACHMENTS:

[Attachment I: Corporate Quarterly Report - Q2 2026](#)

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

Approved
- 02 Oct
2026

Mark Pretzlaff, Director of Community and Protective Services

Approved
- 02 Oct
2026



Corporate Report Second Quarter – 2026

Town of Strathmore - Omahksikokii

About This Report

The Corporate Quarterly Report is produced four times annually to provide Council and the public with an update on progress toward the priorities, objectives, and initiatives outlined in Council's 2026-2029 Strategic Plan, as implemented through the Corporate Business Plan. The report also provides a summary of the Town's financial performance and position for the quarter, supporting transparency, accountability, and informed decision-making throughout Council's four-year term.

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

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.

Community Connection

Supporting the wellbeing of our residents through opportunities for connecting with others, contributing to the community, and being fully involved residents of Strathmore.

Managing Growth

Manage growth to provide a sustainable grassroots oriented community for both present and future residents.

Financial Resilience

Strathmore will apply best practices which enable resilience against unforeseen financial impacts while sustaining momentum on strategic priorities.

Economic Growth

Implementing intentional strategies and actions to increase job opportunities and improve the living standard for the residents of Strathmore.

Protecting Water and Green Spaces

Planning, managing, and protecting green spaces, and outdoor amenities, by adjusting practices and policies to address changing environmental conditions.

Community Safety and Wellbeing

Strathmore continuously improves community safety, health and wellbeing.

Business Plan

Once Council 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.

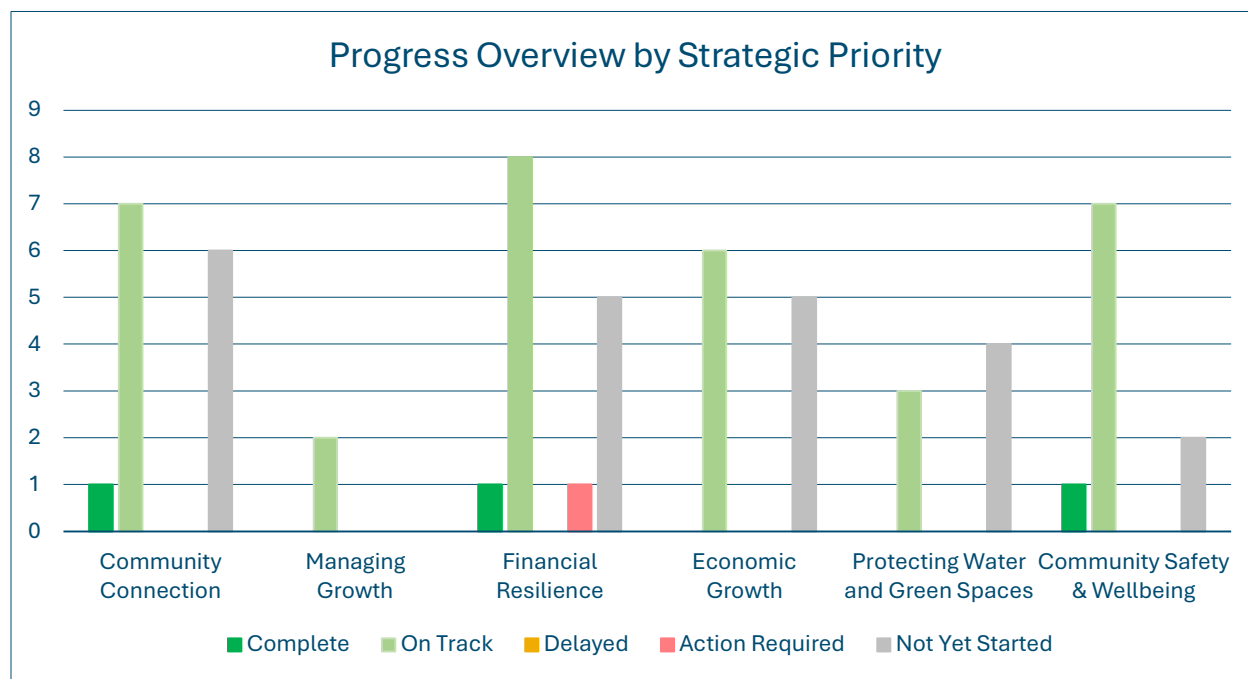
Q2 Progress Summary

Administration has identified 59 administrative actions to support Council’s Strategic Priorities, with implementation timelines spanning January 2026 through December 2029. To facilitate progress monitoring and reporting, each action has been categorized according to its current status, based on established timelines and the progress achieved toward completion.

The definitions of the status categories are outlined below.

Status	Definition
 Completed	Work has been completed on this initiative.
 On Track	This initiative is on schedule and progress is being made.
 Delayed	This initiative is experiencing some setbacks, but progress is still being made.
 Action Required	Challenges are limiting or blocking progress of this initiative. Action must be taken to get the project back on track.
 Not Yet Started	Work has not begun on this initiative.

Progress on these actions by Administration as of June 30, 2026, can be seen in the following graphic:



Q2 Progress Report Details

The following summarizes each of Council's Strategic Priorities, and Administration's related Key Activities and Key Performance Indicators.

Strategic Priority #1: Community Connection

Supporting the wellbeing of our residents through opportunities for connecting with others, contributing to the community, and being fully involved residents of Strathmore.

Strategic Priority and Key Activities	Proposed Timeline	Q2 Update
Key Activity 1.a Review the "top five" areas of opportunity based on resident feedback from Citizen Satisfaction Survey.		
 2026 Citizen Satisfaction Survey	Jan '26 - Dec '26	Project underway
Key Activity 1.b Support programming through partnerships with community groups, including exploring funding opportunities for these groups to deliver programs.		
 Establish Multi-Year Operating Agreements with:		
STARS	Jan '26 - Dec '26	Operating Agreements are in development
 Wheatland Society of Arts	Jan '26 - Dec '26	Operating Agreements are in development
 Municipal Library Board	Jan '26 - Dec '26	Operating Agreements are in development
 Happy Cat Society	Jan '26 - Dec '26	Operating Agreements are in development
 Strathmore and District Agricultural Society	Jan '27 - Dec '27	Not Yet Started
 Handi bus	Jan '26 - Dec '26	Operating Agreements are in development
 Update CIP Policy and impacts to the program	Jan '26 - Dec '26	Operating Agreements are in development

Key Activity 1.c Provide and maintain community recreation, cultural, and community-building events to support a wide variety of opportunities for citizens to participate in community activities		
▶▶	• Create outdoor booking policy	Jan '26 – Dec '26 Not Yet Started
▶▶	• Update Fees Bylaw to incorporate outdoor booking policy	Jan '27 – Jul '27 Not Yet Started – in conjunction with booking policy above
▶▶	• Update Special Events Bylaw	Jan '27 – Dec '27 Not Yet Started
▶▶	• Develop Special Events Policy	Jan '27 – Jul '27 Not Yet Started
▶▶	• Provide recommendations on a Block Party program and enhance events	Jan '27 – Jul '27 Not yet started
Key Activity 1.d Advocate for increased opportunities for skilled trades training, apprenticeships, practicums, and internships in Strathmore.		
☑	• Create an Advocacy Strategy	Jan '26 – Jul '26 Completed

Strategic Priority #2: Managing Growth

Manage growth to provide a sustainable grassroots-oriented community for both present and future residents.

Strategic Priority and Key Activities	Proposed Timeline	Q2 Update
Key Activity 2.a Present the new Municipal Development Plan incorporating elements of density, development patterns, housing options and availability, and transportation corridors.		
🕒	• Develop tools to estimate population growth annually	Apr '26 – Dec '26 Presentation to Council pending before end of year.
Key Activity 2.b Support sustainability through effective growth planning.		
🕒	• Evaluate existing ASPs for alignment to the new MDP.	Jan '26 – Dec '27 On Track

Strategic Priority #3: Financial Resilience

Strathmore will apply best practices which enable resilience against unforeseen financial impacts while sustaining momentum on strategic priorities.

Strategic Priority and Key Activities		Proposed Timeline	Q2 Update
Key Activity 3.a Investigate synergistic relationships and shared services opportunities with other organizations.			
	Seek willing community partners to explore shared services	Jan '26 – Dec '29	On Track. Opportunities are being evaluated.
Key Activity 3.b Align financial planning, budgeting and resource allocation with Council approved priorities.			
	Implement Priority-Based budgeting	Jan '26 – Dec '28	This project is on track
	Continue to advance a cost recovery utility model	Jan '26 – Dec '29	This project is on Track
	Explore Vacant Land Tax Bylaw	Jan '26 – Dec '26	Waiting for the new Bill 28 regulations.
	Development of a Securities Policy	Jan '26 – Dec '26	Completed
	Update Cash & Investment Management Policy	Jan '27 – Dec '27	This has not yet started
	Update Non-Residential Tax Incentive Bylaw	Jan '27 – Dec '27	Not yet started
	Develop Risk Policy	Jan '27 – Dec '27	Not yet started
	Develop Asset Management Plans	Jan '26 – Dec '27	On Track
	Provide strategic recommendations to achieve optimal reserve funding levels, and establish new reserves, as required.	Apr '26 – Sep '26	On Track
	Provide potential future funding options for emergency service facilities	Jan '26 – Sep '26	On Track
	Update Long Term Financial Plan	Jan '26 – Dec '27	On Track

▶▶	• Update Debt Management Policy	Jan '26 – Dec '29	Not yet started
Key Activity 3.c Provide strategic recommendations to achieve optimal reserve funding levels, and establish new reserves, as required.			
▶▶	• Update Reserve Policy to enable strategic investment	Jan '27 – Dec '27	Not yet started
Key Activity 3.d Explore soft levies to enhance financial revenue streams.			
🕒	• Update Offsite Levies Bylaw annually	Jan '26 – Dec '29	Currently under review; likely to be updated, in stages, throughout 2027 & 2028

Strategic Priority #4: Economic Growth

Implementing intentional strategies and actions to increase job opportunities and improve the living standard for the residents of Strathmore.

Strategic Priority and Key Activities		Proposed Timeline	Q2 Update
Key Activity 4.a Strengthen the market position of non-residential development.			
🕒	• External investment attraction website	Jan '26 – Dec '26	Work has started with data platform developer – on track
▶▶	• Investment marketing campaign	Jan '27 – Dec '28	High-level plan is being done concurrently with web with execution slated into 2027
▶▶	• Explore alternative collaborative means to enable nonresidential development	May '26 – Dec '29	Not yet started
🕒	• Obtain Regional Investment Attraction certification	Jan '26 – Dec '26	In the final stages of gathering data on regional assets
🕒	• Commercial industrial sector profile	Jan '26 – Jun '27	Project scope being confirmed with stakeholders
Key Activity 4.b Seek out new alternative and non-traditional revenue opportunities.			
▶▶	• Models for innovative public-private partnerships and joint ventures for development	Jan '26 – Dec '29	Not yet started

Key Activity 4.c Completion of annexation initiatives.		
	Completion of Annexation Regulatory process Jan '26 – Dec '29	Anticipated complete is Q1 2027
	Working with Landowners on Statutory Plan amendments - fast-tracking and paralleling attainable requirements, where possible Sep '26 – Dec '27	Not yet started; pending finalization of annexation process with an anticipated deadline of Q1 2027
Key Activity 4.d Long Term Community viability initiatives.		
	Update Transportation Master Plan Jan '27 – Dec '27	An update to the Master Plan was completed in September 2025. Further updates occur where necessary
	Explore long term governance options and fulsome ICF with willing partners, not constrained by geography Jan '26 – Dec '27	Currently evaluating opportunities
	Organize and operate a year-round farmers market Jan '26 – Dec '27	Not yet started

Strategic Priority #5: Protecting Water and Green Spaces

Planning, managing, and protecting green spaces, and outdoor amenities, by adjusting practices and policies to address changing environmental conditions.

Strategic Priority and Key Activities	Proposed Timeline	Q2 Update
Key Activity 5.a Develop and implement a robust program for water security and conservation.		
	Develop Water Continuity Plan Jan '26 – Dec '26	On Track, Draft document targeting Q4 2026
	Explore Water Conservation measures and programs Jan '27 – Dec '27	To be reviewed in 2027
	Develop a System Integrity Program to ensure optimal use of the resource Jan '27 – Dec '27	To be reviewed in 2027
Key Activity 5.b Preserve, within applicable regulatory frameworks, green spaces and natural areas.		

▶▶	• Initiate a Parks Master Plan	Jan '27 – Dec '27	To be reviewed in 2027
▶▶	• Review of Wetland Policy for applicability	Jan '27 – Dec '27	Update in initial stages, targeting Q4 2026/Q1 2027
Key Activity 5.c Enhance connectivity of existing green spaces.			
🕒	• Explore south extension of pathway project for Gray's Park	Jan '26 – Dec '27	To be reviewed in conjunction with Wetland Policy
🕒	• Connectivity of town pathway system	Jan '26 – Dec '27	Annual Pathway extensions occur, network improvements reviewed annually

Strategic Priority #6: Community Safety and Wellbeing

Strathmore continuously improves community safety, health and wellbeing.

Strategic Priority and Key Activities		Proposed Timeline	Q2 Update
Key Activity 6.a: Plan for growth and evaluate related potential improvements in emergency services through evaluation and enhancement of service levels and innovative service delivery opportunities.			
🕒	• Update the Fire Master Plan	Jan '26 – Dec '26	On Track
🕒	• Fire Hall Progressive Design/Build	Jan '26 – Dec '29	Schematic Design to be complete by Q4 2026
▶▶	• Evaluate the feasibility of integrated fire and EMS services	Jan '27 – Dec '29	This project has not yet started.
🕒	• Complete a Business Continuity Plan	Jan '26 – Dec '27	Evaluation process is currently underway.
🕒	• Complete a Hazard Risk and Vulnerability Assessment	Jan '27 – Dec '27	Evaluation process currently underway
Key Activity 6.b: Support and enhance local health service initiatives and opportunities.			
✅	• Develop Advocacy Plan	Jan '26 – Dec '26	Completed.
🕒	• Regional partner collaboration on health service concerns	Jan '26 – Dec '28	Joint letter from regional municipalities sent to Ministers regarding request for diagnostic equipment

	Refine Physician Recruitment Policy to support ongoing physician recruitment	Jan '26 – Dec '26	On Track – Discussed at Q1 Committee of the Whole, with updates to follow.
Key Activity 6.c: Develop Complete Streets and Safe Paths to School program.			
	Develop a list of capital improvement projects to support improved safety for school routes	Jan '26 – Dec '27	Policy being finalized Q3 2026, Implementation to occur 2027.
	Prioritize identified improvements and incorporate into Capital Budget process	Jan '27 – Dec '28	To commence in 2027.

Q2 Financial Summary

The 2026 Quarter Two (Q2) Operating results reflect a forecast surplus of \$418,362. Contributing factors and items to note include:

Operating revenues are forecast to be approximately \$1 million less than budget due to:

- A reduction in transferring from operating reserves amounting to \$554,000 due to a delay in Wheatland Housing Management Board Design
- A reduction in transferring from capital reserves amounting to \$300,000 due to the Water Continuity Emergency fund not being required.
- User fee revenues are trending lower than expected both in utility billing and in facility memberships and admission fees, a negative impact of \$560,245
- These reductions are offset slightly by an increase in building permits for around \$61,000, investment and interest income is trending higher by about \$150,000 and receipt of developer levies for approximately \$173,000 which will be transferred to reserves.

Operating expenses are trending at about \$1,451,000 below budget. The largest reductions are due to:

- An expected reduction in contracted and general services of approximately \$1 million. This is due to a delay in the Wheatland Housing Management Board Design, not utilizing the Water Continuity Emergency finds, a delay in the issuing of Priority Based Budgeting RFP and reduced contract costs for some of the utility functions.
- Salaries, wages and benefits are also projected to be less than budget in the amount of \$503,397 due to vacancies, attrition and pooled positions
- There is an increase in transfers to capital reserves for the developer levies and construction advance refunds that have been received

Capital

- There was a total of 50 municipal capital projects for 2026, with a total budget of \$14.1 million.
- Actual Capital Spend at Q4 is \$8.4 million, with a carry-forward of 17 projects to 2026 for a combined \$5.6 million.

Municipal Operating Variance Analysis

Operating Budget Summary

Forecasted Consolidated Surplus Summary

January to June 2026

	2026 Budget	2026 Actuals	2026 Forecast	2026 Variance	
Revenues					
Total Property Taxes	17,543,200	17,532,957	17,533,000	(10,200)	
User fees and sales of goods	16,240,100	7,841,109	15,679,855	(560,245)	Fire -5K; Water -126K; Wastewater +15K; Solid Waste -51K; FCSS Other +28K; Planning -100K; FC -234K; No Bank -29K; AC -9.5K; SC -106.5K; CC -18K
Licences and Permits	602,600	547,767	663,485	60,885	Building permits trending higher than expected
Franchise Fees	3,273,000	1,440,541	3,273,000	-	
Government Grants - Operating	2,040,800	833,663	2,029,850	(10,950)	
Gain on Sale of Capital Assets	-	-	-	-	
Investment & Interest Income	400,300	200,655	550,000	149,700	Actual investment income return trending higher than budget
Penalties and Cost of Taxes	211,000	165,982	269,000	58,000	NSF fees and penalties higher than anticipated
Other Revenues	900,200	458,893	860,412	(39,788)	Fortis Const Adv +117K; Water -40.5K; Solid Waste -14.8K; FCSS Other -12.4K; Handibus Refund +53.8K; FC +6K; Happy Gang +3.7K; Police Serv -174.5K; Fire +21.4K
Developer Levies	-	173,613	173,632	173,632	Developer Levies not budgeted, will transfer to reserves
Transfer from Reserves - Operating	1,484,000	-	929,900	(554,100)	WHMB Design CF 554K Resolution CF
Transfer from Reserves - Capital	412,000	-	112,000	(300,000)	WC Emerg Fund -300K
Utility Administration Fee Revenue	2,275,000	-	2,275,000	-	
Internal Transfers Revenue	433,700	183,778	433,700	-	
Total Revenues	45,815,900	29,378,958	44,782,834	(1,033,066)	
Expenses					
Salaries, Wages, and Benefits	15,594,800	7,301,360	15,091,403	(503,397)	
Contracted and General Services	15,125,400	5,791,473	14,065,359	(1,060,041)	WHMB Design CF -554K; EM WC Emerg Fund -263K; PBB -72K; Fleet +50K; Water -60K; Wastewater -110K; P&D -29K
Materials, Goods, & Supplies	1,628,400	615,581	1,587,651	(40,749)	
Utilities	3,569,200	1,499,568	3,569,100	(100)	
Bank and Short Term Interest Charges	90,000	50,465	90,000	-	
Other Expenditures	7,000	216	7,030	30	
Transfers to Individuals and Organisations	725,200	426,250	725,200	-	
Transfers to Local Boards and Agencies	493,800	96,788	491,388	(2,412)	
Interest on Long-term Debt	590,300	174,020	590,300	-	
Long-term Debt Principal Payments	1,567,300	780,375	1,567,300	-	
Transfers to Reserves - Operating	638,200	638,200	638,200	-	
Transfers to Reserves - Capital	3,077,600	2,962,365	3,232,841	155,241	Add'l Offsite levies transferred to reserves; Fortis Const Adv refunds transferred to reserves
Utility Administration Fee Expense	2,275,000	-	2,275,000	-	
Internal Transfers Expenses	433,700	183,413	433,700	-	
Total Expenses	45,815,900	20,520,074	44,364,472	(1,451,428)	
Net Surplus (Deficit)	-	8,858,885	418,362	418,362	
Amortization	6,708,000		6,708,000	-	
Net Surplus (Deficit)	(6,708,000)	8,858,885	(6,289,638)	418,362	

Capital Budget Summary

Budget vs. Actual Comparison – January 1 – June 30, 2026

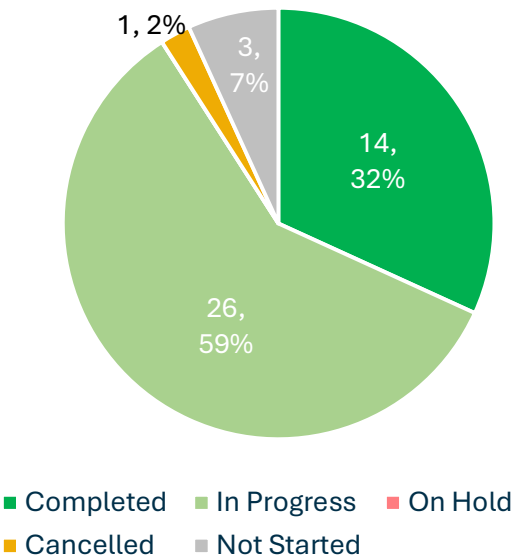
Project Status

Status	Q1	Q2	Q3	Q4
Completed		14		
In Progress		26		
On Hold		0		
Cancelled		1		
Not Started		3		
Total		44		

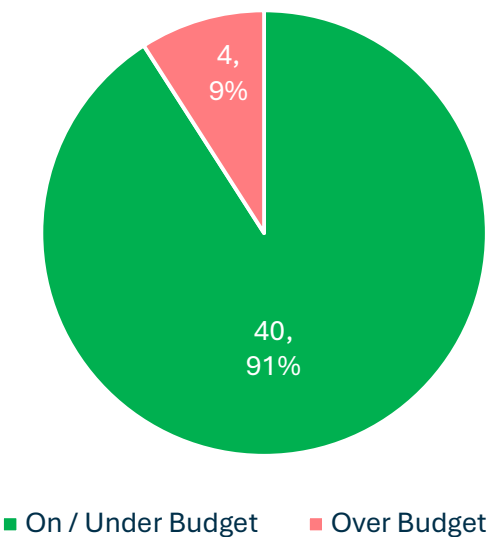
Project Completion

Town administration has completed 14 of 44 capital projects at the end of June 2026.

Project Status



Project Budget



Town of Strathmore

2026 Q2 Capital Report

Business Case Name	Capital Funding	2026 Original Budget	2025 Capital Project Carry Forwards	2026 Amendments	Total 2026 Budget (Annual)	Actuals (to June 30, 2026)	Forecast	2026 Forecast to Budget Variance Over (Under)	Status (Complete, Not Started, On Hold, Cancelled)	Comments
AUTO - 3052 - Engine 2 Replacement Fire Truck	LGFF/CCBF	\$1,120,000	\$8,880		\$1,128,880	\$0	\$0	(\$1,128,880)	In progress	Truck is delayed until Q1 of 2027, not expected to have a payment until January of February
Resolution 230.07.25 Purchase aerial/ladder truck	Multiple		\$45,720		\$45,720	\$0	\$0	(\$45,720)	In progress	No payments due until 2027
AUTO - 5303 - Sidewalk Improvements	LGFF/CCBF		\$157,770		\$157,770	\$0	\$157,770	\$0	In progress	Being completed as a combined project with PAR_LI2301 (Pathway Lifecycle)
AUTO - 5290 - Splash Park Recirculation system	LGFF/CCBF		\$300,000		\$300,000	\$0	\$300,000	\$0	In progress	RFP posted. Fall 2026 work
AUTO - 5295 - Kinsmen Tree Replacement Design	Capital Reserve		\$50,000		\$50,000	\$0	\$50,000	\$0	In progress	working with contractor on scope of design report
AUTO - 3098 - Roads- PW 22 Sterling 7500 Plow Truck Replacement- 2025	LGFF/CCBF		\$280,020		\$280,020	\$265,546	\$265,546	(\$14,474)	Complete	
AUTO - 3211 - Water Reservoir Upgrades	Multiple	\$150,000	\$3,746,790		\$3,896,790	\$1,218,605	\$3,896,790	\$0	In progress	Projects nearing completion, anticipated to be 100% by year end.
AUTO - 3150 - 42.1 - WWTP UV System	Waste Water Reserve	\$10,000	\$75,000		\$85,000	\$14,877	\$85,000	\$0	In progress	
AUTO - 3210 - 42.1 - WWTP PLC/SCADA Upgrades	Multiple	\$100,000	\$82,000		\$182,000	\$22,193	\$182,000	\$0	In progress	
Resolution 205.06.25 & 223.07.25 Watermain Modifications	Water Reserve		\$20,540		\$20,540	\$195,238	\$195,238	\$174,698	Complete	Please check total budget, combination of budgets were combined into one. No further work/costs anticipated.
Resolution 259.09.25 Water License	Water Reserve		\$347,500		\$347,500	\$321,681	\$347,500	\$0	Complete	Ferndale License Complete, some final costs may come from Legal.
AUTO - 4221 - ERP Replacement and Process Optimization	LGFF/CCBF		\$150,000		\$150,000	\$5,047	\$117,000	(\$33,000)	In progress	Project is underway, anticipated completion date early October 2026.
AUTO - 4231 - IT - CPS - Fire Department Internet Upgrade	Capital Reserve		\$11,060		\$11,060	\$4,100	\$0	(\$11,060)	Complete	Need to make sure invoices are allocated against proj code
AUTO - 4225 - IT Server Upgrade	LGFF/CCBF		\$115,180		\$115,180	\$51,865	\$115,180	\$0	Complete	Invoices released in early 2026, project complete
AUTO - 5263 - IODS - Public Works Bulk Water Station Payment Terminal Replacement	Water Reserve		\$41,500		\$41,500	\$0	\$0	(\$41,500)	Complete	Terminal replaced and integrated with GP, double check invoicing
IT Backup Systems Project	Financial Stabilization Reserve		\$116,970		\$116,970	\$0	\$100,000	(\$16,970)	In progress	Receiving quotes, will be purchasing in Q3
IT - Municipal Surveillance Assessment & Initial Cameras	Financial Stabilization Reserve		\$10,100		\$10,100	\$0	\$10,538	\$438		cameras purchased start of July
AUTO - 5465 - Pathway Lifecycle - 72 - Recreation	LGFF/CCBF	\$250,000			\$250,000	\$0	\$250,000	\$0	In progress	Being completed as a combined project with ROA-EN0011 (Sidewalk Improvement)
AUTO - 5505 - IT - Evergreening - 12 - Administration	LGFF/CCBF	\$179,000			\$179,000	\$76,796	\$114,120	(\$64,880)	In progress	ordering of equipment ongoing
AUTO - 5467 - 42.1 - Distribution & Collection Out-of-scope Maintenance - 42 - Wastewater	Waste Water Reserve	\$145,000			\$145,000	\$0	\$145,000	\$0	In progress	
AUTO - 5499 - Westlake Road Reconstruction - 32 - Roads (in lieu of RAMP)	LGFF/CCBF	\$300,000			\$300,000	\$262,221	\$262,221	(\$37,779)	Complete	No further work or invoices anticipated.
AUTO - 5471 - Capital Projects Engineering - 32 - Roads	Asset Replacement Reserve	\$70,000			\$70,000	\$14,200	\$70,000	\$0	In progress	
AUTO - 5538 - Site Furniture - 72 - Recreation	Asset Replacement Reserve	\$25,000			\$25,000	\$0	\$25,000	\$0	In progress	
AUTO - 5536 - Kinsmen Park Christmas Lights - 72 -	Asset Replacement Reserve	\$20,000			\$20,000	\$0	\$20,000	\$0	In progress	
AUTO - 5660 - Traffic Calming - 32 - Roads	Asset Replacement Reserve	\$150,000			\$150,000	\$0	\$150,000	\$0	Not Started	Fall 2026 or Carryover, Policy going to council July 15
AUTO - 5594 - Network Switch Replacement (EoL) - 12 - Administration	Asset Replacement Reserve	\$100,000			\$100,000	\$0	\$100,000	\$0	Not Started	Ordering in Q3
AUTO - 5610 - PCI-DSS 4.0 Assessment and Technical Reconfiguration - 12 - Administration	Asset Replacement Reserve	\$40,000			\$40,000	\$0	\$25,000	(\$15,000)	Not Started	Projected start end of Q3/start of Q4
AUTO - 5605 - Westridge Road Bridge Repairs (BF79655) - 32 - Roads	Asset Replacement Reserve	\$30,000			\$30,000	\$28,366	\$28,366	(\$1,634)	Complete	repairs completed the week of April 6, combined project costs \$49,400
AUTO - 5606 - West Pine Road Bridge Repairs (BF79656) - 32 - Roads	Asset Replacement Reserve	\$30,000			\$30,000	\$25,834	\$25,834	(\$4,166)	Complete	repairs completed the week of April 6, combined project costs \$49,400
AUTO - 5603 - TWP 244 Road Re-Construction - 32 - Roads	LGFF/CCBF	\$75,000			\$75,000	\$27,105	\$27,105	(\$47,895)	Complete	No further work anticipated, to be reviewed with 2027 budgeting

AUTO - 5557 - New Fire Hall Front End Engineering Design (FEED) Study - 23 - Fire	Fire Reserve	\$100,000	\$140,000	\$240,000	\$0	\$239,000	(\$1,000)	In progress	Awarded in Q3 work underway now, expected completion September 2026
AUTO - 5502 - Family Centre Roofing Project - Phase 3 - 72 - Recreation	LGFF/CCBF	\$850,000		\$850,000	\$16,503	\$700,000	(\$150,000)	In progress	Project has been re-tendered as the initial bid submissions weren't able to meet the project timeline. The new bid submission deadline in July 20th. The project is anticipated to start in August.
AUTO - 5337 - Central Trunk Sewer Upgrades - 42 - Wastewater	Multiple	\$3,965,000		\$3,965,000	\$77,337	\$3,965,000	\$0	In progress	Full costs for 2026 to be confirmed in Q3, carry forward to 2027 anticipated.
AUTO - 5319 - Bush Buggy Replacement Fire Truck - 23 -	Fire Reserve	\$220,000		\$220,000	\$227,726	\$227,726	\$7,726	Complete	Completed
AUTO - 5642 - Snow Dump Expansion - 32 - Roads	LGFF/CCBF	\$160,000		\$160,000	\$0	\$160,000	\$0	In progress	working with Infrastructure or contractors on scope work
AUTO - 5593 - Public Works Operations and Sport Centre Internet - 12 - Administration	LGFF/CCBF	\$10,000		\$10,000	\$0	\$6,716	(\$3,284)		ordering equipment start of Q3
AUTO - 5485 - Snow Boss - stand on plow - 72 - Recreation	LGFF/CCBF	\$20,000		\$20,000	\$0	\$0	(\$20,000)	Cancelled	2026 prices exceed 2025 quote. Will consider 2027 request
AUTO - 5558 - New Modular Fire Training Center - 23 - Fire	LGFF/CCBF	\$195,000	\$40,000	\$235,000	\$237,640	\$237,640	\$2,640	Complete	Completed
AUTO - 5621 - Mechanic Shop - Carbon Monoxide Sensors - 31 - Common Services	Asset Replacement Reserve	\$12,000		\$12,000	\$11,879	\$11,879	(\$121)	Complete	
AUTO - 5372 - Roads - PW 25 Chevrolet Silverado 1500 Replacement - 2026 - 32 - Roads	LGFF/CCBF	\$84,000		\$84,000	\$67,626	\$67,626	(\$16,374)	Complete	
AUTO - 5612 - Power Meter Replacement and Breaker - 72 - Recreation	LGFF/CCBF	\$31,000		\$31,000	\$0	\$31,000	\$0	In progress	Project starts on September 15th 2026.
AUTO - 5614 - Aquatic Sprinkler Head Replacement - 72 - Recreation	Asset Replacement Reserve	\$80,000		\$80,000	\$22,000	\$80,000	\$0	In progress	Sprinkler heads ordered and paid for. Project starts on August 24th 2026.
AUTO - 5365 - Roads- EPW 57 John Deere 60 Series Excavator Replacement- 2025 - 32 - Roads	LGFF/CCBF	\$200,000		\$200,000	\$0	\$190,257	(\$9,743)	In progress	PO issued
Confidential - Water License	Water Reserve		\$870,000	\$870,000	\$268,398		(\$870,000)	In progress	Anticipated completion in August 2026
Phase II of Water License Transfer	Water Reserve		\$15,000	\$15,000	\$0		(\$15,000)	In progress	
Civic Centre Exterior Doors	Financial Stabilization Reserve		\$50,000	\$50,000	\$0	\$25,046	(\$24,954)	In progress	Project started. Completion anticipated during the first week of August. \$12,000 to be billed to GHSD upon completion.
		\$8,721,000	\$5,559,030	\$1,115,000	\$15,395,030	\$3,462,784	\$13,007,098	(\$2,387,932)	

Reserves Summary Update

Continuity Schedule with Commitments – January 1 – June 30, 2026

As of June 30, 2026, Town of Strathmore Reserve balances are as follows:

- \$4.07 million – Uncommitted Operating Reserves
- \$3.90 million – Committed Operating Reserves
- \$6.11 million – Uncommitted Capital Reserves
- \$5.53 million – Uncommitted Offsite Levy Reserves for future projects

Town of Strathmore Continuity of Reserves June 30, 2026

	2026 Opening Balance	June 30/26 Closing Balance	2026 Commitments	2026 Uncommitted
OPERATING				
Operating Reserve - Financial Stabilization	\$6,411,546	\$6,811,546	\$3,292,265	\$3,519,281
Operating Reserve - Non-Annual Recurring Expenses	\$164,350	\$402,550	\$570,884	(\$168,334)
Operating Reserve - Development Application	\$486,330	\$486,330	\$36,800	\$449,530
Operating Reserve - Snow Reserve	\$273,096	\$273,096	\$0	\$273,096
Total Operating Reserves	\$7,335,323	\$7,973,523	\$3,899,949	\$4,073,574
CAPITAL				
Capital Reserve - General Municipal	\$92,739	\$92,739	\$0	\$92,739
Asset Replacement / Rehabilitation	\$562,391	\$1,356,791	\$618,060	\$738,731
Capital Reserve - Fire	\$358,533	\$358,533	\$320,000	\$38,533
Capital Reserve - Roads	\$78,888	\$125,438	\$0	\$125,438
Capital Reserve - Storm Water	\$1,285,539	\$1,429,907	\$0	\$1,429,907
Capital Reserve - Water	\$1,948,776	\$2,970,346	\$1,594,540	\$1,375,806
Capital Reserve - Wastewater	\$1,848,843	\$2,522,606	\$1,093,000	\$1,429,606
Capital Reserve - Solid Waste	\$323,352	\$361,452	\$65,200	\$296,252
Capital Reserve - Affordable Housing	\$154,357	\$154,357	\$0	\$154,357
Capital Reserve - Sports Centre	\$517,023	\$587,023	\$164,000	\$423,023
Capital Reserve - Land Capital	\$0	\$0	\$0	\$0
Total Capital Reserves	\$7,170,441	\$9,959,193	\$3,854,800	\$6,104,393
OFFSITE LEVIES				
Offsite Levies - Roads	\$1,026,215	\$1,051,861	\$0	\$1,051,861
Offsite Levies - Storm	\$2,117,940	\$2,132,419	\$0	\$2,132,419
Offsite Levies - Water	\$2,237,377	\$2,295,428	\$1,173,000	\$1,122,428
Offsite Levies - Wastewater	\$1,634,296	\$1,709,733	\$850,000	\$859,733
Cash in Lieu - Municipal Reserves	\$365,625	\$365,625	\$0	\$365,625
Total OSL Reserves	\$7,381,452	\$7,555,066	\$2,023,000	\$5,532,066
TOTAL RESERVES	\$21,887,216	\$25,487,781	\$9,777,749	\$15,710,032

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

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: September 30, 2026

Meeting Date: October 7, 2026

SUBJECT:	Council Meeting Schedule Amendment - October 2026
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RECOMMENDED MOTION: THAT Council direct Administration to move the Organizational Meeting scheduled for October 28, 2026 at 6:00 p.m. in Council Chambers to October 21, 2026, following the Regular Council Meeting.

AND THAT Council approve the updated Town of Strathmore Meeting Schedule for November 5, 2025 to October 28, 2026, as presented in Attachment I.

REPORT SUMMARY

KEY ISSUE(S):

For Council to consider whether or not they would like to alter the October 2026 Meeting Schedule as per Attachment I.

The change:

Administration is recommending that the October 28, 2026 Organizational Meeting be moved to October 21, 2026 to consolidate Council time and save on staffing related costs associated with holding meetings on two separate nights.

OBJECTIVE:

For Council to make amendments to the October 2026 Meeting Schedule.

FINANCIAL IMPLICATIONS:

Having both meetings on one night will result in less staff related costs to the Town.

BACKGROUND:

Council sets their meeting schedule during the annual organizational meeting. Administration has identified that with the current planned agendas both the October 21 Regular Council Meeting and the October 28 Organizational Meeting could potentially be held on the same night.

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



Community
Connection



Managing
Growth



Financial
Resilience



Economic
Growth



Protecting
Water and
Green
Spaces



Community
Safety and
Wellbeing

HOW THE STRATEGIC PRIORITIES ARE MET:

The change would support fiscal responsibility.

COMMUNITY IMPLICATIONS:

With proper notice, Community members would be aware of the updated meeting schedule and would be able to attend if they so wish.

INTERNAL IMPLICATIONS:

Staff time is required to facilitate this change.

LEGISLATIVE IMPLICATIONS AND REFERENCES:

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

As per 5.2. "An Organizational Meeting must be held annually, in accordance with the Act, no later than (2) weeks after the third (3rd) Monday in October."

PUBLIC ENGAGEMENT AND AWARENESS:

N/A

IMPLEMENTATION

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."

NEXT STEPS:

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.

ALTERNATIVE MOTIONS:

Council could choose to keep the meeting schedule as originally scheduled. This would not require a motion.

REPORT AUTHOR:

Veronica Anderson, Legislative Services Officer

ATTACHMENTS:

[Attachment I: 2025 - 2026 Town Council Meeting Schedule - Updated October 7, 2026](#)

[Attachment II: Town of Strathmore Meeting Schedule for November 5, 2025 - October 21, 2026 Updated 10-07-2026](#)

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

Approved
- 01 Oct
2026

Kevin Scoble, Chief Administrative Officer

Approved
- 02 Oct
2026

Andrea MacInnes, Legislative Services Officer

Approved
- 02 Oct
2026

Attending a meeting

Hearing from the community is important to us and you're welcome at any Regular Council or Committee of the Whole Meeting. You don't need to call ahead or register to observe Strathmore Council in action. There is ample public seating and additional standing room if needed. You can also watch livestreamed meetings online as they happen, or catch up later on YouTube.

Coming and going

Meetings generally start at 6 p.m. and begin with Closed Meeting agenda items before moving to a Public portion. Meetings last as long as necessary for Council to finish the business on the agenda. Members of the public may come and go as they please but are asked to do so quietly so as not to disturb the discussion.

Public participation at meetings

Your Council actively encourages people to get involved. We make time at the start of every Regular Meeting of Council for people to speak on any item on the agenda. Hearing from the community helps Council so don't be shy. Submit a "Request to Speak at Council Meeting Form" at least 48 hours prior to the scheduled meeting.

Presenting at meetings

Have an idea you think Council should hear about? You're welcome to form a delegation and request to present at a meeting, but you'll need to register as a delegation so we can save your place on the agenda. Interested delegations must submit a summary in writing, briefing Council about what it is that you will be presenting. This must be submitted to the Manager of Legislative Services (lsadmin@strathmore.ca) by noon the Wednesday before a meeting.

2025-2026

Town Council Meeting Schedule *

	Regular Council Meeting
	Committee of the Whole
	Budget Deliberations
	Organizational Meeting
	Special Council Meeting / Other
	Cancelled

November '25

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

December '25

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January '26

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

February '26

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March '26

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April '26

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May '26

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June '26

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July '26

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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August '26

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9	10	11	12	13	14	15
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September '26

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October '26

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24	25	26	27	28	29	30
31						

Time: 6:00 p.m.*

Location: Council Chambers at the Strathmore Municipal Building (1 Parklane Dr., Strathmore, AB T1P 1K2)

*Unless otherwise amended by Council Resolution

Notes:

- The Budget Meeting on **Wednesday, November 26, 2025** was cancelled by Council during their November 25, 2025 Budget Deliberations.
- The **December 17, 2025** Regular Council Meeting has been cancelled.
- Special Council Meetings have been added **January 23, 24, 25** and 28 to discuss Strategic Planning.
- A Special Council Meeting has been added **February 25, 2026**.
- A Special Council Meeting has been added **May 27, 2026**.
- The **June 10, 2026** Committee of the Whole has been cancelled.
- The **June 17, 2026** Regular Council Meeting was moved to **June 24, 2026**
- The **July 8, 2026** Regular Council Meeting has been cancelled.
- A Special Council Meeting has been added **for July 9, 2026**
- The **September 16, 2026** Regular Council Meeting has been moved to **September 9, 2026**.
- The **October 28, 2026** Organizational Meeting has been moved to **October 21, 2026**, with the Regular Council Meeting.

Proposed update:



TOWN OF STRATHMORE COUNCIL MEETING SCHEDULE

NOVEMBER 5, 2025 – OCTOBER 28, 2026*

Updated: October 7, 2026

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 (Moved to June 24, 2026)
July 8, 2026 (Cancelled)
July 22, 2026
September 2, 2026
September 9, 2026 (New)
September 16, 2026 (Cancelled)
October 7, 2026
October 21, 2026
October ~~28~~ **21**, 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.



TOWN OF STRATHMORE'S COUNCIL MEETING SCHEDULE

NOVEMBER 12, 2025 – OCTOBER 14, 2026*

Updated: June 3, 2026

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 (Cancelled)

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.



Request for Decision

To: Council

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: September 7, 2026

Meeting Date: October 7, 2026

SUBJECT:

Alberta Community Partnership Grant - Regional Municipal Enforcement Training Framework

RECOMMENDED MOTION:

THAT Council support the City of Cochrane's Alberta Community Partnership grant application, as a project partner, to support a feasibility study for a south-central regional municipal enforcement training centre.

AND THAT Council authorize a 2027 financial contribution of up to \$5,000, subject to grant approval and confirmation of the final partnership arrangement, to be funded from the Municipal Enforcement operating budget.

REPORT SUMMARY

KEY ISSUE(S):

An Alberta Community Partnership (ACP) grant application requires a council resolution from the applicant municipality and all collaborative project partners to confirm official support for the submission.

OBJECTIVE:

The proposed ACP grant application would determine the feasibility of a regional municipal enforcement training facility for the Towns of Cochrane, Canmore, Strathmore, and other interested south-central Alberta municipalities.

The scope of the project application is a planning and capacity-building initiative only and would determine the feasibility of creating a regional municipal enforcement training center. The project scope would:

- Determine municipal enforcement training needs and demand;
- Community Peace Officer and Bylaw Officer operational-readiness requirements;
- Provincial standards, certification, appointment, recertification, and training alignment;
- Regional instructor, facility, equipment, and administrative capacity;
- Regional service-delivery and governance options;
- Financial, cost-sharing, and cost-recovery approaches;

- Procurement readiness and potential opportunities for coordinated purchasing or shared hosting;
- Determine the possibility of intermunicipal partnership; and
- A phased implementation, sustainability, risk-management, and performance-measurement plan.

The intent of this grant application is not to establish a shared enforcement service, commit a municipality to a future governance model, or fund training delivery, equipment, vehicles, facilities, technology, or ongoing operations.

FINANCIAL IMPLICATIONS:

The estimated project cost is \$165,000, comprising an ACP funding request of \$150,000 and municipal contributions of \$5,000 from Cochrane, Canmore, and Strathmore.

BACKGROUND:

Municipal Enforcement and Community Peace Officer programs across south-central Alberta face common challenges in maintaining reliable access to training, certification, and recertification supports, qualified instructors, suitable facilities, equipment, and operational-readiness resources.

Municipalities also experience varying costs and administrative demands associated with officer backfill, travel, course access, procurement, facilities, and compliance with provincial requirements. These issues can be particularly challenging for small and mid-sized municipal enforcement departments that may not have the internal capacity or scale to independently assess, plan for, and sustain specialized training and readiness requirements.

The proposed ACP project would enable participating municipalities to jointly examine these issues and develop a practical, evidence-based framework for possible future coordination. The project is designed to preserve municipal autonomy for participating municipalities, as they would retain authority over their officers, budgets, policies, assets, procurement decisions, and service deployment.

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



Community
Connection



Managing
Growth



Financial
Resilience



Economic
Growth



Protecting
Water and
Green



Community
Safety and

Spaces

Wellbeing

HOW THE STRATEGIC PRIORITIES ARE MET:

As part of its Strategic Plan, Council has identified the continuous improvement of community safety, health, and well-being as a key priority.

The proposed Alberta Community Partnership project directly supports the Town's commitment to enhancing community safety and well-being by strengthening regional collaboration and ensuring municipalities are better positioned to address current and future community needs.

Establishing a south-central Regional Municipal Enforcement Training Centre would enable participating municipalities to share resources, expertise, and training opportunities while reducing duplication of effort. A regional approach would promote greater consistency in enforcement practices, improve service delivery, and increase access to specialized training and support that may not be achievable by individual municipalities acting alone.

The training centre would also foster stronger relationships among neighbouring municipalities, creating opportunities for ongoing collaboration and knowledge sharing. By leveraging regional partnerships, the initiative would enhance the effectiveness of municipal enforcement services, improve public safety outcomes, and support the long-term financial sustainability of municipal enforcement programs throughout the region.

COMMUNITY IMPLICATIONS:

None at this time.

INTERNAL IMPLICATIONS:

None. As the managing partner of the grant, the Town of Cochrane will be responsible for administering (managing funds, reporting, etc...) the project.

LEGISLATIVE IMPLICATIONS AND REFERENCES:

An Alberta Community Partnership (ACP) grant application requires a council resolution from the applicant municipality and all collaborative project partners to confirm official support for the submission.

PUBLIC ENGAGEMENT AND AWARENESS:

None at this time.

IMPLEMENTATION**COMMUNICATIONS:**

Not applicable.

NEXT STEPS:

Should Council support this recommendation, Administration will prepare a letter of support for the grant application.

ALTERNATIVE MOTIONS:

1. Council defeats the recommendation
2. Council may provide further direction to Administration.

REPORT AUTHOR:

Mark Pretzlaff, Director of Community and Protective Services

Rose Jia, Manager, Financial Services

Approved
- 02 Oct
2026

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

Approved
- 02 Oct
2026



Request for Decision

To: Council

Contact: Kevin Scoble, Chief Administrative Officer

Date Prepared: September 21, 2026

Meeting Date: October 7, 2026

SUBJECT:	Election Signs Bylaw No. 26-08
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RECOMMENDED MOTION:

THAT Council give First Reading to Bylaw No. 26-08, being the Election Signs Bylaw.

THAT Council give Second Reading to Bylaw No. 26-08, being the Election Signs Bylaw.

THAT Council give Unanimous Consent to give Third and Final Reading to Bylaw No. 26-08, being the Election Signs Bylaw.

THAT Council give Third Reading to Bylaw No. 26-08, being the Election Signs Bylaw.

REPORT SUMMARY

KEY ISSUE(S):

For Council to consider the changes presented in Attachment I to bring Election Sign Bylaw No. 24-19 into alignment with provincial legislation and to ensure further clarity with placement rules.

OBJECTIVE:

Provincial Legislation has been updated to clarify that municipalities may not have bylaws for signage as it relates to provincial elections. Prior to the amendment, municipalities had the ability to enact bylaws in relation to provincial election signs and advertisements, but the recent amendments to the Elections Act remove that municipal role for provincial election/referendum signage/advertising. Administration has been consistent in any requests for information regarding this to date, advising that the Town's bylaws have no standing.

Updates are required to the Towns existing election sign bylaw to ensure this point is clarified. The revisions include clarification that the Town's Election Sign Bylaw is meant for federal and municipal elections. Municipal elections are governed by the *Local Authorities Election Act* (LAEA), which is different from provincial elections that are governed by the Elections Act.

To ensure that the bylaw is updated to align with provincial legislation, it is recommended that these changes are adopted.

FINANCIAL IMPLICATIONS:

Staff costs are incurred to investigate complaints and answer questions regarding election signs during an election period. A clear bylaw reduces the frequency of incorrectly placed signage and the need for corrective actions.

BACKGROUND:

Following the provincial mandate updates have been drafted that remove references to Provincial election/referendum application.

Based on feedback received during the Fall 2025 election the following additional updates are proposed to be made:

- Additional guidelines for what content can and cannot be included on a sign.
- Additional guidelines for clarification on placements, including the addition of new Schedules B and C to include visuals of map locations for unpermitted and permitted signage locations.

These bylaw revisions were first brought to the Committee of the Whole on September 9, 2026. Following feedback from that meeting additional updates have been made as follows:

- The removal of 2.8, the definition of a "Town Tag"
- An update to the wording of 3.6 to indicated that the measurement will be to the **bottom** of the sign and not the top.
- An addition to 3.7.4 to further identify what it meant by "Town endorsement" by saying "This includes any branding elements that are the property of the Town of Strathmore."
- 3.9 has been expanded to include details stating:
 - a. Signs cannot be placed within 15 metres of an intersection as measured from the outer edge of the of the curb radii.
 - b. Signs cannot be placed within 15 metres of a pedestrian crossover (i.e. crosswalk), as measured from the outer edge of the crosswalk.
- The change of 3.9(e) from "should not" to "cannot".

OTHER IMPLICATIONS

STRATEGIC PRIORITIES IMPACTED:



☐	☐	☒	☐	☐	☐
Community Connection	Managing Growth	Financial Resilience	Economic Growth	Protecting Water and Green Spaces	Community Safety and Wellbeing

HOW THE STRATEGIC PRIORITIES ARE MET:

A strong election sign bylaw eliminates confusion and provides predictability for staff, candidates, and the public during the election.

COMMUNITY IMPLICATIONS:

An election sign bylaw sets regulations on the location of signs and is in consideration of ensuring the locations of signs adhere to road regulations for public safety and in consideration of preserving the environment.

INTERNAL IMPLICATIONS:

During elections Administration receives many inquiries regarding election signs. Staff may also be required to remove signs if they are not consistent with the Town's bylaws.

LEGISLATIVE IMPLICATIONS AND REFERENCES:

The [Election Statutes Amendment Act, 2025](#) (Bill 54) received Royal Assent on May 15, 2025. It includes a new provision to the Elections Act which states that Municipal Governments may no longer enact bylaws for Provincial Election Signage.

[Elections Act PDF:](#)

Section 206.5	ELECTION ACT	RSA 2000 Chapter E-1
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Prohibition on municipal bylaws

206.5 Despite sections 7 and 640(1.1) of the *Municipal Government Act*, a municipal council must not pass a bylaw or resolution respecting election signs or election advertisements.

2025 c7 s6(62)

Provincial election/referendum signs must be produced and displayed in accordance with the applicable Elections Alberta advertising requirements for size and content. For public safety, we ask that the guidelines for placement that the government lists on 'highways' be followed on all roads.

There are no Town permits required for this election signage. Using public Town shared space does not mean the Town endorses the views or opinions. The views belong to the individuals involved, not the Town. Their presence is allowed under the law – as long as they are following provincial regulations.

Provincial Guidelines:

[Election signs | Alberta.ca](#)
[Recommended Practice Election Signs](#)

PUBLIC ENGAGEMENT AND AWARENESS:

Not at this time. Consideration was taken from feedback received during the 2025 municipal election.

IMPLEMENTATION

COMMUNICATIONS:

Guidelines regarding election sign placement will be shared with candidates ahead of elections.

We anticipate there will be questions from the public in regards to signage seen during this Fall's provincial referendum. We are currently working with the Province to ensure our messaging is aligned.

NEXT STEPS:

Should Council adopt the updated Bylaw, Administration will make the necessary updates to the Town's website.

ALTERNATIVE MOTIONS:

1. Council may provide recommendations for additional changes to be brought to a future Regular Council Meeting.
2. Council may request that the Bylaw No. 26-08 be brought to a Committee of the Whole for further discussion.

REPORT AUTHOR:

Veronica Anderson, Legislative Services Officer

ATTACHMENTS:

[Attachment I: Draft Election Signs Bylaw No. 26-08 - Clean](#)
[Attachment II: Draft Election Signs Bylaw No. 26-08 - Redlined](#)
[Attachment III: Election Signs Bylaw 26-08 - Change Summary Sheet](#)
[Attachment IV: Election Signs Bylaw No. 24-19](#)

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

Kevin Scoble, Chief Administrative Officer

Approved
 - 01 Oct
 2026
 Approved

- 02 Oct
2026
Approved
- 02 Oct
2026

Andrea MacInnes, Legislative Services Officer

**BYLAW NO. 26-08
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA****BEING A BYLAW TO ESTABLISH REGULATIONS CONCERNING MUNICIPAL AND
FEDERAL ELECTION SIGNS IN THE TOWN OF STRATHMORE.**

WHEREAS pursuant to Sections 7 and 8 of the *Municipal Government Act*, R.S.A. c. M-26, Council may pass bylaws for municipal purposes that regulate matters affecting the safety, health and welfare of people and the protection of people and property, or in relation to people, activities and things in, on or near a public place that is open to the public;

WHEREAS Council deems it desirable to regulate election signage in order to balance the need for promotion and expression with safety and aesthetics; and

WHEREAS preventing election sign proliferation helps to reduce visual clutter and allows for more effective communication of information for all sign users; and

WHEREAS regulating the size, location quantity, and duration of placement of election signage ensures equitable application and enforcement amongst candidates and political parties, and ensures the safety of motorists, pedestrians, and municipal property is maintained.

NOW THEREFORE, the Municipal Council of the Town of Strathmore, in the Province of Alberta, duly assemble, **HEREBY ENACTS AS FOLLOWS:**

1. PURPOSE AND TITLE

1.1 This Bylaw may be cited as the "Election Signs Bylaw".

2. DEFINITIONS

Except as otherwise provided for in this Bylaw, the terms used in the Act, where used or referred to in this Bylaw, shall have the same meaning as defined or provided in the Act.

2.1 "Candidate" means an individual who has been nominated to run for election in a municipal, provincial, or federal government, or as a school board trustee.

- 2.2** "Chief Administrative Officer" or "CAO" means the person who manages all the Town's daily operations, finances and policies, who is appointed to the position by Council, in accordance with the *Municipal Government Act*.
- 2.3** "Election Sign" means any temporary physical placard (in a material that is able to abide by the guidelines set out in this bylaw), promoting a Candidate and/or Political Party during a federal or municipal election, or by-election held pursuant to the *Local Authorities Election Act*, Revised Statutes of Alberta 2000, Chapter L-21 and amendments thereto.
- 2.4** "Election Period" means
- 2.4.1 For a federal election or by-election, the period starting from the issuance of the writ and ending after the close of the polls; or
 - 2.4.2 for a municipal election or by-election, or school board election or by-election, the period starting from the close of nominations and ending after the close of the polls and shall be in accordance with the *Local Authorities Election Act*, Revised Statutes of Alberta 2000, Chapter L-21 and amendments thereto.
- 2.5** "Minimum Penalty" is the initial amount owed for a first offence.
- 2.6** "Specified Penalty" is the amount owed if not paid during the specified amount of time.
- 2.7** "Town" means the Corporation of the Town of Strathmore in the Province of Alberta, and where the context so requires, means the area of land within the corporate boundaries thereof.
- 2.8** "Violation Ticket" means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedures Act*, Revised Statutes of Alberta 2000, Chapter P-34 and any amendments or regulations thereto.

3. ELECTION SIGNAGE

- 3.1** Election signs for municipal candidates may be erected up to 60 days prior to the Election Day and must be removed within seven (7) days after Election Day.
- 3.2** Election signs for federal candidates may be erected the day the writ of election is issued and must be removed within seven (7) days after Election Day.
- 3.3** Election signs for federal and provincial candidates must consult relevant regulations for their election.
- 3.4** Municipal election signs on provincially maintained roadways must follow provincial guidelines.

- 3.4.1 Schedule 'B' and 'C' include examples of provincial roadway locations where signage is not permitted.
- 3.5** Areas outside of the Town of Strathmore limits must consult with Wheatland County for relevant regulations.
- 3.6** Election signs may not exceed 1.5 m² in total sign area and cannot be higher than 1.0 metre above ground level, as measured from the ground to the bottom of the sign.
 - 3.6.1 Exceptions for distance from ground level will be given when displayed in a window or on a balcony/deck of a multi-unit residence.
 - 3.6.2 Signage may be attached to a fence if permission is given by the property owner and the total sign size does not exceed 1.5 m². The sign must be securely fastened to the fence and may not exceed the height of the fence.
- 3.7** Content Guidelines must be adhered to:
 - 3.7.1 Signs may be an announcement or in support of a Candidate.
 - 3.7.2 Signs must be respectful and courteous, they may not contain vulgarity, discrimination, hatred, violence, or racism.
 - 3.7.3 No person shall display the Town's logo, in whole or in part, on an election sign.
 - 3.7.4 Signs must not imply endorsement by the Town. This includes any branding elements that are the property of the Town of Strathmore.
 - 3.7.5 Signs must not resemble common traffic signs in any way.
- 3.8** Election signs may not be illuminated.
- 3.9** Elections signs may be posted on public property, subject to the following conditions to ensure both election integrity and traffic safety is not impeded:
 - a. Signs cannot be placed between the curb and the sidewalk unless the space between the curb and sidewalk is greater than 1.0 metre or, if there is no sidewalk, signs cannot be placed within 1.0 metres of the curb or edge of the pavement.
 - b. Signs cannot be placed within 15 metres of an intersection as measured from the outer points of the curb radii.
 - c. Signs cannot be placed within 15 metres of a pedestrian crossover (i.e. crosswalk), as measured from the outer edge of the crosswalk.

- d. No sign owner shall cause, permit, or allow an election sign or other poster to be placed on a highway, median, road, sidewalk, mailbox, garbage/recycling receptacle, tree, street-light standard, pole, traffic control device or traffic island.
- e. Signs cannot be located on, or adjacent to, a voting place or any Town owned and operated facility (Municipal Office, Family Centre, Civic Centre, Aquatic Centre, Sports Centre, & Fire Hall). Signage cannot be located on, or adjacent to, offices of provincial or federal officers or buildings associated with government departments.

3.10 Election signs must be more than 1.5 metres from any other sign (election or otherwise). All signs that are not 1.5 m apart will be removed. If the Town receives a complaint about sign placement violations, the signs will be removed and subject to penalties in Schedule "A".

3.11 The placement or installation of election signs must be secure enough to prevent potential hazards to pedestrians, motorists and surrounding areas but must also be easy to uninstall or remove without causing damage to public property. Any damage caused arising from the placement, installation or removal of election signs shall be dealt with in accordance with the provisions of this Bylaw on Damages (4.0).

3.12 Election signs that penetrate the ground shall not interfere with underground utilities as marked by Alberta One Call and shall not occur within 1 metre of all flag/painted markings. Fines for the disturbance of markings or damage to underground utilities may apply. Any damage to public lands or underground utilities as a result of election sign placement will be the responsibility of the candidate.

3.13 Election signs may be posted on private property subject to the following conditions:

- a. Signs are posted with the consent of the owner or occupant of the property.
- b. Signs may not be more than 1 metre above ground level unless the signs are displayed indoors.
- c. Signs may not be placed on or affixed to a tree(s).
- d. It is the responsibility of the property owner to ensure the signs are within their property line and not on public land such as

medians, boulevards, and utility right of ways. Any damage to underground utilities as a result of election sign placement will be the responsibility of the property owner.

- e. Private residences located at intersections must ensure signage does not block lines of sight for traffic safety and be a minimum of 3 metres back from curbs.

4. DAMAGES

- 4.1** The Town is not required to give notice for the removal of an unlawful election sign.
- 4.2** Election signage that is not maintained in a reasonable manner and poses a public safety risk will be removed and disposed of by the Town.
- 4.3** Any signs removed will be stored at the Town's maintenance facility. All election signs shall automatically be disposed of if the candidate or their agent fails to pick up the election signs within ten (10) days from the conclusion of the election without incurring any obligation to compensate any party.
- 4.4** No person shall deface or willfully cause damage to a lawfully erected election sign. Violators could face penalties under *Criminal Code R.S.C., 1985, c. C-46*.
- 4.5** Those found to have damaged property may be held responsible for any repair costs (removal and restoration) incurred by the Town.
- 4.6** Penalties will be assessed for offences as per Schedule 'A'.

5. SEVERABILITY

- 5.1** If any section or part of this Bylaw is found in any course of law to be illegal, or beyond the power of Council to enact, such section or parts shall be deemed to be severable and all other sections or parts of this Bylaw shall be deemed to be separate and independent there from and be enacted as such.

6. REPEAL

- 6.1** Bylaw No. 24-19 is hereby repealed.

7. ENACTMENT

- 7.1** This Bylaw comes into full force and effect upon third and final reading.

READ A FIRST TIME THIS ____ day of _____, 2026.

READ A SECOND TIME THIS ____ day of _____, 2026.

READ A THIRD AND FINAL TIME THIS ____ day of _____, 2026.

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE, AND
FINANCIAL SERVICES

Schedule 'A'

SECTION	OFFENCE	MINIMUM PENALTY	SPECIFIED PENALTY
3.5	Oversized/over height election sign	\$100	\$200
3.6	Election sign content violation	\$100	\$200
3.7	Use of an illuminated election sign	\$100	\$200
3.8	Election sign placement violation	\$100	\$200
3.9	Unsecured sign/safety hazard	\$100	\$200
4.4	Vandalism of Election Sign*	\$100	\$200
4.5	Damage to Public Property	\$100	\$200

*May be in addition to any charges under *Criminal Code R.S.C., 1985, c. C-46*.

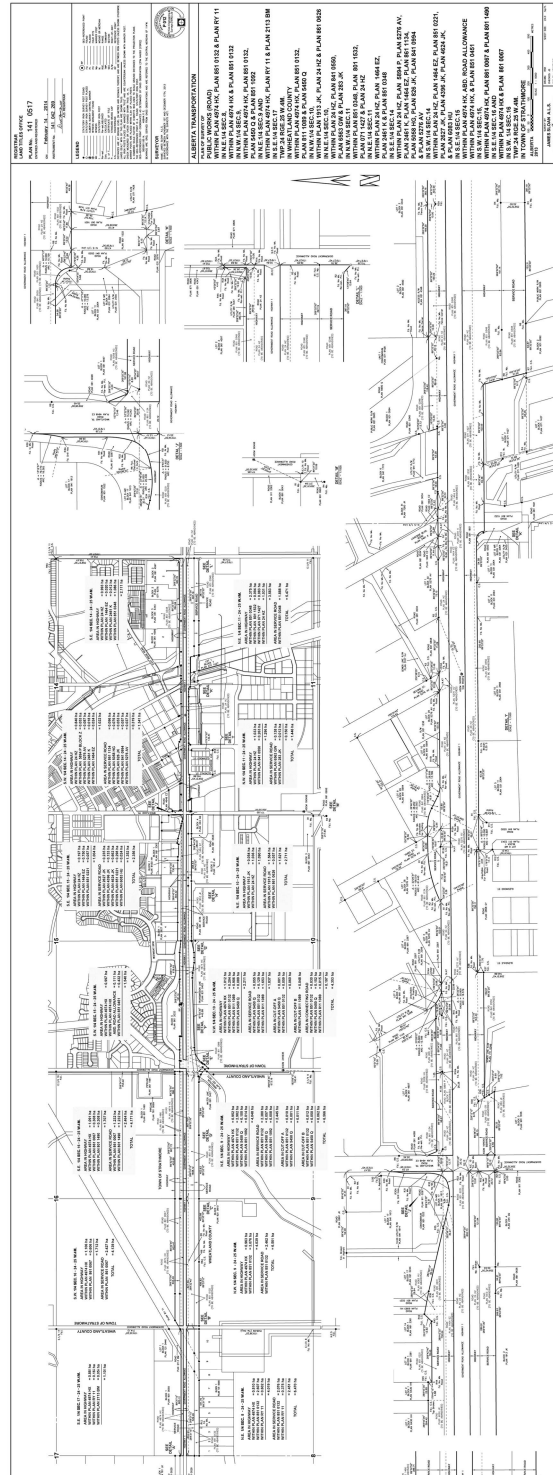
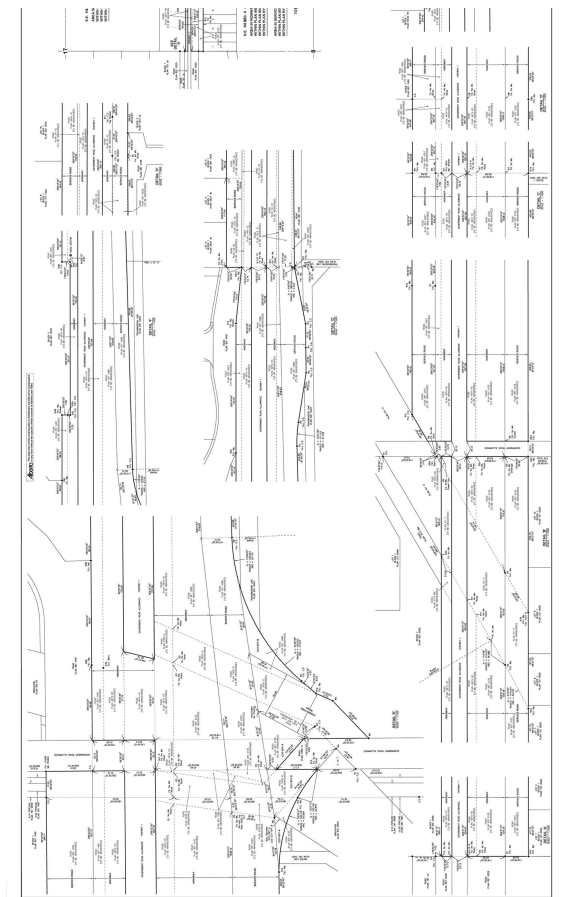
Schedule 'B'

Link to map of Highway 1 Road Right of Way - No Election Signs permitted on areas shaded in red. These areas are provincial highway property and not service road property.

<https://experience.arcgis.com/experience/c4909321b4d2433cb0cd856c0a4472ef>



Schedule 'C'



**BYLAW NO. 24-19 26-08
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA****BEING A BYLAW TO ESTABLISH REGULATIONS CONCERNING MUNICIPAL AND
FEDERAL ELECTION SIGNS IN THE TOWN OF STRATHMORE.**

WHEREAS pursuant to Sections 7 and 8 of the *Municipal Government Act*, R.S.A. c. M-26, Council may pass bylaws for municipal purposes that regulate matters affecting the safety, health and welfare of people and the protection of people and property, or in relation to people, activities and things in, on or near a public place that is open to the public;

WHEREAS Council deems it desirable to regulate election signage in order to balance the need for promotion and expression with safety and aesthetics; and

WHEREAS preventing election sign proliferation helps to reduce visual clutter and allows for more effective communication of information for all sign users; and

WHEREAS regulating the size, location quantity, and duration of placement of election signage ensures equitable application and enforcement amongst candidates and political parties, and ensures the safety of motorists, pedestrians, and municipal property is maintained.

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2.1 "Candidate" means an individual who has been nominated to run for election in a municipal, provincial, or federal government, or as a school board trustee.

- 2.2** "Chief Administrative Officer" or "CAO" means the person who manages all the Town's daily operations, finances and policies, who is appointed to the position by Council, in accordance with the *Municipal Government Act*.
- 2.3** "Election Sign" means any temporary physical placard (in a material that is able to abide by the guidelines set out in this bylaw), promoting a Candidate and/or Political Party during a ~~provincial or federal~~ or municipal election, or ~~any election or~~ by-election held pursuant to the *Local Authorities Election Act*, Revised Statutes of Alberta 2000, Chapter L-21 and amendments thereto.
- 2.4** "Election Period" means"
- 2.4.1 For ~~either~~ a federal ~~or provincial~~ election or by-election, the period starting from the issuance of the writ and ending after the close of the polls; or
- 2.4.2 ~~f~~For a municipal election or by-election, or school board election or by-election, the period starting from the close of nominations and ending after the close of the polls, and shall be in accordance with the Local Authorities Election Act, Revised Statutes of Alberta 2000, Chapter L-21 and amendments thereto.
- 2.5** "Minimum Penalty" is the initial amount owed for a first offence.
- 2.6** "Specified Penalty" is the amount owed if not paid during the specified amount of time.
- 2.7** "Town" means the Corporation of the Town of Strathmore in the Province of Alberta, and where the context so requires, means the area of land within the corporate boundaries thereof.
- ~~**2.8** "Town Tag" means a notice or tag in the form as approved by the CAO, issued by the Town, allowing voluntary payment option of a fine established under this bylaw.~~
- 2.92.8** "Violation Ticket" means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedures Act*, Revised Statutes of Alberta 2000, Chapter P-34 and any amendments or regulations thereto.

3. ELECTION SIGNAGE

- 3.1** Election signs for municipal candidates may be erected up to 60 days prior to the Election Day and must be removed within seven (7) days of Election Day.
- 3.2** Election signs for federal ~~or provincial~~ candidates may be erected the day the

writ of election is issued and must be removed within seven (7) days of Election Day.

3.3 Election signs for federal and provincial candidates must ~~also~~ consult relevant regulations for their election.

3.4 Municipal eElection signs on provincially maintained roadways must follow provincial guidelines.

3.4.1 Schedule 'B' and 'C' include examples of provincial roadway locations where signage is not permitted.

3.43.5 Areas outside of the Town of Strathmore limits must consult with Wheatland County for relevant regulations.

3.53.6 Election signs may not exceed 1.5 m² in total sign area and cannot be higher than 1.0 metre above ground level, as measured from the ground to the ~~top-bottom~~ of the sign.

3.5.13.6.1 Exceptions for distance from ground level will be given when displayed in a window or on a balcony/deck of a multi-unit residence.

3.5.23.6.2 Signage may be attached to a fence if permission is given by the property owner and the total sign size does not exceed 1.5 m². The sign must be securely fastened to the fence and may not exceed the height of the fence.

3.63.7 Content Guidelines must be adhered to:

3.6.13.7.1 Signs may be announcement or support of a Candidate.

3.6.23.7.2 Signs must be respectful and courteous, they may not contain vulgarity, discrimination, hatred, violence, or racism.

3.7.3 No person shall display the Town's logo, in whole or in part, on an election sign.

3.7.4 Signs must not imply endorsement by the Town. This includes any branding elements that are the iproperty of the Town of Strathmore.

3.6.33.7.5 Signs must not resemble common traffic signs in any way.

3.73.8 Election signs may not be illuminated.

3.83.9 Elections signs may be posted on public property subject to the following conditions to ensure both election integrity and traffic safety is not impeded:

- a. Signs cannot be placed between the curb and the sidewalk unless the space between the curb and sidewalk is greater than

1.0 metre or, if there is no sidewalk, signs cannot be placed within 1.0 metres of the curb or edge of the pavement.

~~b.~~ Signs cannot be placed within 15 metres of an intersection as measured from the outer points of the of the curb radii.

~~c.~~ Signs cannot be placed within 15 metres of a pedestrian crossover (i.e. crosswalk), as measured from the outer edge of the crosswalk.

~~b.~~ ~~or pedestrian crossover.~~

~~c.d.~~ No sign owner shall cause, permit, or allow an election sign or other poster to be placed on a highway, median, road, sidewalk, mailbox, garbage/recycling receptacle, tree, street-light standard, pole, traffic control device or traffic island.

~~d.e.~~ Signs cannot be located on, or adjacent to, a voting place or any Town owned and operated facility (Municipal Office, Family Centre, Civic Centre, Aquatic Centre, Sports Centre, & Fire Hall). Signage cannot be located on, or adjacent to, offices of provincial or federal officers or buildings associated with government departments.

~~e.~~ Election signs must be more than 1.5 metres from any other sign (election or otherwise). All signs that are not 1.5 m apart will be removed.

~~f.~~ **3.10** If the Town receives a complaint about sign placement violations, the signs will be removed and subject to penalties in Schedule "A".

3.93.11 The placement or installation of election signs must be secure enough to prevent potential hazards to pedestrians, motorists and surrounding areas but must also be easy to uninstall or remove without causing damage to public property. Any damage caused arising from the placement, installation or removal of election signs shall be dealt with in accordance with the provisions of this Bylaw on Damages (4.0).

3.103.12 Election signs that penetrate the ground shall not interfere with underground utilities as marked by Alberta One Call and shall not occur within 1 metre of all flag/painted markings. Fines for the disturbance of markings or damage to underground utilities may apply. Any damage to public lands or underground utilities as a result of election sign placement will be the

responsibility of the candidate.

3.113.13 Election signs may be posted on private property subject to the following conditions:

- a. Signs are posted with the consent of the owner or occupant of the property.
- b. Signs may not be more than 1 metre above ground level unless the signs are displayed indoors.
- c. Signs may not be placed on or affixed to a tree(s).
- d. It is the responsibility of the property owner to ensure the signs are within their property line and not on public land such as medians, boulevards, and utility right of ways. Any damage to underground utilities as a result of election sign placement will be the responsibility of the property owner.
- e. Private residences located at intersections must ensure signage does not block lines of sight for traffic safety and be a minimum of 3 metres back from curbs.

4. DAMAGES

- 4.1** The Town is not required to give notice for the removal of an unlawful election sign.
- 4.2** Election signage that is not maintained in a reasonable manner and poses a public safety risk will be removed and disposed of by the Town.
- 4.3** Any signs removed will be stored at the Town's maintenance facility. All election signs shall automatically be disposed of if the candidate or their agent fails to pick up the election signs within ten (10) days from the conclusion of the election without incurring any obligation to compensate any party.
- 4.4** No person shall deface or willfully cause damage to a lawfully erected election sign. Violators could face penalties under *Criminal Code R.S.C., 1985, c. C-46*.
- 4.5** Those found to have damaged property may be held responsible for any repair costs (removal and restoration) incurred by the Town.
- 4.6** Penalties will be assessed for offences as per Schedule 'A'.

5. SEVERABILITY

5.1 If any section or part of this Bylaw is found in any course of law to be illegal, or beyond the power of Council to enact, such section or parts shall be deemed to be severable and all other sections or parts of this Bylaw shall be deemed to be separate and independent there from and be enacted as such.

6. REPEAL

6.1 Bylaw No. ~~24~~-19 is hereby repealed.

7. ENACTMENT

7.1 This Bylaw comes into full force and effect upon third and final reading.

READ A FIRST TIME THIS ~~7th day of October, 2026.~~ ~~____th day of December, 2024.~~

READ A SECOND TIME THIS ~~7th day of October, 2026.~~ ~~____th day of December, 2024.~~

READ A THIRD AND FINAL TIME THIS ~~7th day of October,, 2026.~~ ~~____th day of December, 2024.~~

MAYOR

DIRECTOR OF STRATEGIC, ADMINISTRATIVE, AND
FINANCIAL SERVICES

Schedule 'A'

SECTION	OFFENCE	MINIMUM PENALTY	SPECIFIED PENALTY
3.5	Oversized/over height election sign	\$100	\$200
3.6	Election sign content violation	\$100	\$200
3.7	Use of an illuminated election sign	\$100	\$200
3.8	Election sign placement violation	\$100	\$200
3.9	Unsecured sign/safety hazard	\$100	\$200
4.4	Vandalism of Election Sign*	\$100	\$200
4.5	Damage to Public Property	\$100	\$200

*May be in addition to any charges under *Criminal Code R.S.C., 1985, c. C-46*.

Schedule 'B'

Link to map of Highway 1 Road Right of Way - No Election Signs permitted on areas shaded in red. These areas are provincial highway property and not service road property.

<https://experience.arcgis.com/experience/c4909321b4d2433cb0cd856c0a4472ef>



Schedule 'C'

Overview

The Government of Alberta recently made changes that restrict municipal governments from having bylaws for provincial election signs. A review of the existing Elections Sign Bylaw was undertaken to ensure the Town is aligned with provincial regulations and properly prepared with clearly defined regulations and processes. [Bylaw No. 24-19](#) is the active Election Signs Bylaw in the Town of Strathmore.

Based on feedback received during the Fall 2025 election, Administration proposes the following updates to Election Signs Bylaw No. 24-19, **creating a new Bylaw No. 26-08**.

- The removal of references to the applicability in Federal and Provincial elections.
- Additional guidelines for what content can and cannot be included on a sign.
- Additional guidelines for clarification on placements.
- The addition of new Schedules B and C to include visuals of map locations for unpermitted and permitted signage locations.
- The adjustment to the order of items in the Bylaw to create a logical flow of thoughts and order of operations.

Bylaw Section	Original Text	Proposed New Wording / Description of Change	Rationale for Changes
Introduction	BEING A BYLAW TO ESTABLISH REGULATIONS CONCERNING ELECTION SIGNS IN THE TOWN OF STRATHMORE. WHEREAS pursuant to Sections 7 and 8 of the Municipal Government Act, R.S.A. c. M-26, Council may pass bylaws for municipal purposes that regulate matters affecting the safety, health and welfare of people and the protection of people and property, or in relation to people, activities and things in, on or near a public place that is open to the public; WHEREAS Council deems it desirable to regulate election signage in order to balance the need for promotion and expression with safety and aesthetics; and WHEREAS preventing election sign proliferation helps to reduce visual clutter and allows for more effective communication of information for all sign users; and WHEREAS regulating the size, location quantity, and duration of placement of election signage ensures equitable application and enforcement amongst candidates and political parties, and ensures the safety of motorists, pedestrians, and municipal	The addition of words in bold: BEING A BYLAW TO ESTABLISH REGULATIONS CONCERNING MUNICIPAL AND FEDERAL ELECTION SIGNS IN THE TOWN OF STRATHMORE. WHEREAS pursuant to Sections 7 and 8 of the Municipal Government Act, R.S.A. c. M-26, Council may pass bylaws for municipal purposes that regulate matters affecting the safety, health and welfare of people and the protection of people and property, or in relation to people, activities and things in, on or near a public place that is open to the public; WHEREAS Council deems it desirable to regulate election signage in order to balance the need for promotion and expression with safety and aesthetics; and WHEREAS preventing election sign proliferation helps to reduce visual clutter and allows for more effective communication of information for all sign users; and WHEREAS regulating the size, location quantity, and duration of placement of election signage ensures equitable application and enforcement amongst candidates and political parties, and	The addition of the words “municipal” and “federal” to further clarify that this bylaw does not apply to provincial elections.

Bylaw Section	Original Text	Proposed New Wording / Description of Change	Rationale for Changes
	property is maintained.	ensures the safety of motorists, pedestrians, and municipal property is maintained.	
2. Definitions	2.3 “Election Sign” means any temporary physical placard (in a material that is able to abide by the guidelines set out in this bylaw), promoting a Candidate and/or Political Party during a provincial or federal election, or any election or by-election held pursuant to the Local Authorities Election Act, Revised Statutes of Alberta 2000, Chapter L-21 and amendments thereto.	2.3 “Election Sign” means any temporary physical placard (in a material that is able to abide by the guidelines set out in this bylaw), promoting a Candidate and/or Political Party during a federal or municipal election, or by-election held pursuant to the Local Authorities Election Act, Revised Statutes of Alberta 2000, Chapter L-21 and amendments thereto.	Removal of references to Provincial Elections as per provincial regulations. Federal will remain.
2. Definitions	2.4 “Election Period” means: 2.4.1 For either a federal or provincial election or by-election, the period starting from the issuance of the writ and ending after the close of the polls; or 2.4.1 For a municipal election or by-election or school board election or by-election, the period starting from the close of nominations and ending after the close of the polls.	2.4 Election Period” means: 2.4.1 For a federal election or by-election, the period starting from the issuance of the writ and ending after the close of the polls; or 2.4.2 “for a municipal election or by-election, or school board election or by-election, the period starting from the close of nominations and ending after the close of the polls and shall be in accordance with the Local Authorities Election Act, Revised Statutes of Alberta 2000, Chapter L-21 and amendments thereto.	Removal of 2.4.1 to remove references to Provincial Elections.
2. Definitions	2.8 “Town Tag” means a notice or tag in the form as approved by the CAO, issued by the Town, allowing voluntary payment option of a fine established under this bylaw.	Deleted	No reference to this term follows in the bylaw
3. Election Signage	3.2 Election signs for federal or provincial candidates may be erected the day the writ of election is issued and must be removed within seven (7) days of Election Day.	3.2 Election signs for federal candidates may be erected the day the writ of election is issued and must be removed within seven (7) days of Election Day.	Removal of 3.2 to remove references to Provincial Elections.

Bylaw Section	Original Text	Proposed New Wording / Description of Change	Rationale for Changes
3. Election Signage	3.3 Election signs for federal and provincial candidates must <u>also</u> consult relevant regulations for their election.	3.3 Election signs for federal and provincial candidates must consult relevant regulations for their election.	Removal of “also” as those regulations are the only ones to consult for those election types.
3. Election Signage	3.4 Election signs on provincially maintained roadways must follow provincial guidelines.	3.4 Municipal election signs on provincially maintained roadways must follow provincial guidelines. 3.4.1 Schedule ‘B’ and ‘C’ include examples of provincial roadway locations where signage is not permitted.	The addition of the word “Municipal” o further clarify that this bylaw does not apply to Provincial Elections.
3. Election Signage	Not included in previous bylaw.	3.5 Areas outside of the Town of Strathmore limits must consult with Wheatland County for relevant regulations.	
3. Election Signage	3.6 Election signs may not exceed 1.5 m2 in total sign area and cannot be higher than 1.0 metre above ground level, as measured from the ground to the top of the sign.	3.6 Election signs may not exceed 1.5 m2 in total sign area and cannot be higher than 1.0 metre above ground level, as measured from the ground to the bottom of the sign.	Will now be measured so as not to exceed 1m from the ground to the bottom of the sign, as previous measurement was not feasible with standard signage size accounted for.
3. Election Signage	Not included in previous bylaw.	3.7.3 Signs must not imply endorsement by the Town. This includes any branding elements that are the property of the Town of Strathmore.	As per feedback from recent election on expanding on the use of the Town logo to include anything that makes the sign look like it is endorsed by the Town.
3. Election Signage	Not included in previous bylaw.	3.7.4 Signs must not resemble common traffic signs in any way.	Recommendation from province as per their regulations to avoid motorist confusion.
3. Election Signage	Elections signs may be posted on public property subject to the following conditions.	The addition of the underlined text: 3.9 Elections signs may be posted on public property subject to the following conditions <u>to ensure both election integrity and traffic safety is not impeded</u> :	To provide the “why” behind the regulations that will follow in the bylaw.
3. Election Signage	Signs cannot be placed within 15 metres of an intersection or pedestrian crossover.	The addition of the underlined text: 3.9 (b) Signs cannot be placed within 15 metres of an intersection, <u>as measured from the outer points of the of the curb radii.</u>	Clarification as to where the measuring point begins. And dividing intersection and pedestrian crossover to two points.

Bylaw Section	Original Text	Proposed New Wording / Description of Change	Rationale for Changes
		<u>3.9 (c) Signs cannot be placed within 15 metres of a pedestrian crossover (i.e. crosswalk), as measured from the outer edge of the crosswalk.</u>	
3. Election Signage	Signs cannot be located on or adjacent to a voting place or any Town owned and operated facility (Municipal Office, Family Centre, Civic Centre, Aquatic Centre, Sports Centre, & Fire Hall).	The addition of the underlined text: 3.9 (d) Signs cannot be located on or adjacent to a voting place or any Town owned and operated facility (Municipal Office, Family Centre, Civic Centre, Aquatic Centre, Sports Centre, & Fire Hall). <u>Signage cannot be located on or adjacent to offices of provincial or federal officers or buildings associated with government departments.</u>	Expands on list of locations where signs should not be placed, as it could imply endorsement.
3. Election Signage	Not included in previous bylaw.	New: 3.13 (e) Private residences located at intersections must ensure signage does not block lines of sight for traffic safety and be a minimum of 3 metres back from curbs.	Feedback received asked for additional clarification on these areas as they can be different from the 15 m's required for public intersections.
Schedule 'B'	Not included in previous bylaw.	Link to map of Highway 1 Road Right of Way - No Election Signs permitted on areas shaded in red. These areas are provincial highway property and not service road property. https://experience.arcgis.com/experience/c4909321b4d2433cb0cd856c0a4472ef	For additional reference.
Schedule 'C'	Not included in previous bylaw.	The additional of visual aids.	For additional reference.

**BYLAW NO. 24-19
OF THE TOWN OF STRATHMORE
IN THE PROVINCE OF ALBERTA****BEING A BYLAW TO ESTABLISH REGULATIONS CONCERNING ELECTION SIGNS
IN THE TOWN OF STRATHMORE.**

WHEREAS pursuant to Sections 7 and 8 of the *Municipal Government Act*, R.S.A. c. M-26, Council may pass bylaws for municipal purposes that regulate matters affecting the safety, health and welfare of people and the protection of people and property, or in relation to people, activities and things in, on or near a public place that is open to the public;

WHEREAS Council deems it desirable to regulate election signage in order to balance the need for promotion and expression with safety and aesthetics; and

WHEREAS preventing election sign proliferation helps to reduce visual clutter and allows for more effective communication of information for all sign users; and

WHEREAS regulating the size, location quantity, and duration of placement of election signage ensures equitable application and enforcement amongst candidates and political parties, and ensures the safety of motorists, pedestrians, and municipal property is maintained.

NOW THEREFORE, the Municipal Council of the Town of Strathmore, in the Province of Alberta, duly assemble, **HEREBY ENACTS AS FOLLOWS:**

1. PURPOSE AND TITLE

1.1 This Bylaw may be cited as the "Election Signs Bylaw".

2. DEFINITIONS

Except as otherwise provided for in this Bylaw, the terms used in the Act, where used or referred to in this Bylaw, shall have the same meaning as defined or provided in the Act.

2.1 "Candidate" means an individual who has been nominated to run for election in a municipal, provincial, or federal government, or as a school board trustee.

- 2.2** "Chief Administrative Officer" or "CAO" means the person who manages all the Town's daily operations, finances and policies, who is appointed to the position by Council, in accordance with the *Municipal Government Act*.
- 2.3** "Election Sign" means any temporary physical placard (in a material that is able to abide by the guidelines set out in this bylaw), promoting a Candidate and/or Political Party during a provincial or federal election, or any election or by-election held pursuant to the *Local Authorities Election Act*, Revised Statutes of Alberta 2000, Chapter L-21 and amendments thereto.
- 2.4** "Election Period" means"
- 2.4.1 For either a federal or provincial election or by-election, the period starting from the issuance of the writ and ending after the close of the polls; or
- 2.4.2 For a municipal election or by-election or school board election or by-election, the period starting from the close of nominations and ending after the close of the polls.
- 2.5** "Minimum Penalty" is the initial amount owed for a first offence.
- 2.6** "Specified Penalty" is the amount owed if not paid during the specified amount of time.
- 2.7** "Town" means the Corporation of the Town of Strathmore in the Province of Alberta, and where the context so requires, means the area of land within the corporate boundaries thereof.
- 2.8** "Town Tag" means a notice or tag in the form as approved by the CAO, issued by the Town, allowing voluntary payment option of a fine established under this bylaw.
- 2.9** "Violation Ticket" means a ticket issued pursuant to Part 2 of the *Provincial Offences Procedures Act*, Revised Statutes of Alberta 2000, Chapter P-34 and any amendments or regulations thereto.

3. ELECTION SIGNAGE

- 3.1** Election signs for municipal candidates may be erected up to 60 days prior to the Election Day and must be removed within seven (7) days of Election Day.
- 3.2** Election signs for federal or provincial candidates may be erected the day the writ of election is issued and must be removed within seven (7) days of Election Day.

- 3.3** Election signs for federal and provincial candidates must also consult relevant regulations for their election.
- 3.4** Election signs on provincially maintained roadways must follow provincial guidelines.
- 3.5** Election signs may not exceed 1.5 m² in total sign area and cannot be higher than 1.0 metre above ground level, as measured from the ground to the top of the sign.
- 3.5.1 Exceptions for distance from ground level will be given when displayed in a window or on a balcony/deck of a multi-unit residence.
- 3.5.2 Signage may be attached to a fence if permission is given by the property owner and the total sign size does not exceed 1.5 m². The sign must be securely fastened to the fence and may not exceed the height of the fence.
- 3.6** Content Guidelines must be adhered to:
- 3.6.1 Signs may be announcement or support of a Candidate.
- 3.6.2 Signs must be respectful and courteous, they may not contain vulgarity, discrimination, hatred, violence, or racism.
- 3.6.3 No person shall display the Town's logo, in whole or in part, on an election sign.
- 3.7** Election signs may not be illuminated.
- 3.8** Elections signs may be posted on public property subject to the following conditions:
- a. Signs cannot be placed between the curb and the sidewalk unless the space between the curb and sidewalk is greater than 1.0 metre or, if there is no sidewalk, signs cannot be placed within 1.0 metres of the curb or edge of the pavement.
- b. Signs cannot be placed within 15 metres of an intersection or pedestrian crossover.
- c. No sign owner shall cause, permit, or allow an election sign or other poster to be placed on a highway, median, road, sidewalk, mailbox, garbage/recycling receptacle, tree, street-light standard, pole, traffic control device or traffic island.
- d. Signs cannot be located on or adjacent to a voting place or any Town owned and operated facility (Municipal Office, Family

Centre, Civic Centre, Aquatic Centre, Sports Centre, & Fire Hall).

- e. Election signs must be more than 1.5 metres from any other sign (election or otherwise). All signs that are not 1.5 m apart will be removed.
- f. If the Town receives a complaint about sign placement violations, the signs will be removed and subject to penalties in Schedule "A".

3.9 The placement or installation of election signs must be secure enough to prevent potential hazards to pedestrians, motorists and surrounding areas but must also be easy to uninstall or remove without causing damage to public property. Any damage caused arising from the placement, installation or removal of election signs shall be dealt with in accordance with the provisions of this Bylaw on Damages (4.0).

3.10 Election signs that penetrate the ground shall not interfere with underground utilities as marked by Alberta One Call and shall not occur within 1 metre of all flag/painted markings. Fines for the disturbance of markings or damage to underground utilities may apply. Any damage to public lands or underground utilities as a result of election sign placement will be the responsibility of the candidate.

3.11 Election signs may be posted on private property subject to the following conditions:

- a. Signs are posted with the consent of the owner or occupant of the property.
- b. Signs may not be more than 1 metre above ground level unless the signs are displayed indoors.
- c. Signs may not be placed on or affixed to a tree(s).
- d. It is the responsibility of the property owner to ensure the signs are within their property line and not on public land such as medians, boulevards, and utility right of ways. Any damage to underground utilities as a result of election sign placement will be the responsibility of the property owner.

4. DAMAGES

4.1 The Town is not required to give notice for the removal of an unlawful election sign.

- 4.2** Election signage that is not maintained in a reasonable manner and poses a public safety risk will be removed and disposed of by the Town.
- 4.3** Any signs removed will be stored at the Town's maintenance facility. All election signs shall automatically be disposed of if the candidate or their agent fails to pick up the election signs within ten (10) days from the conclusion of the election without incurring any obligation to compensate any party.
- 4.4** No person shall deface or willfully cause damage to a lawfully erected election sign. Violators could face penalties under *Criminal Code R.S.C., 1985, c. C-46*.
- 4.5** Those found to have damaged property may be held responsible for any repair costs (removal and restoration) incurred by the Town.
- 4.6** Penalties will be assessed for offences as per Schedule 'A'.

5. SEVERABILITY

- 5.1** If any section or part of this Bylaw is found in any course of law to be illegal, or beyond the power of Council to enact, such section or parts shall be deemed to be severable and all other sections or parts of this Bylaw shall be deemed to be separate and independent there from and be enacted as such.

6. REPEAL

- 6.1** Bylaw No. 21-19 is hereby repealed.

7. ENACTMENT

- 7.1** This Bylaw comes into full force and effect upon third and final reading.

READ A FIRST TIME THIS 11th day of December, 2024.

READ A SECOND TIME THIS 11th day of December, 2024.

READ A THIRD AND FINAL TIME THIS 11th day of December, 2024.



MAYOR



DIRECTOR OF STRATEGIC, ADMINISTRATIVE, AND
FINANCIAL SERVICES

Schedule 'A'

SECTION	OFFENCE	MINIMUM PENALTY	SPECIFIED PENALTY
3.5	Oversized/over height election sign	\$100	\$200
3.6	Election sign content violation	\$100	\$200
3.7	Use of an illuminated election sign	\$100	\$200
3.8	Election sign placement violation	\$100	\$200
3.9	Unsecured sign/safety hazard	\$100	\$200
4.4	Vandalism of Election Sign*	\$100	\$200
4.5	Damage to Public Property	\$100	\$200

*May be in addition to any charges under *Criminal Code R.S.C., 1985, c. C-46*.

CONFIRMED MINUTES

Regular Meeting of the Town of Strathmore Library Board

Tuesday June 16, 2026

6:30 P.M.

Strathmore Municipal Library Program Room

PRESENT:

Trustee Ann Horn, Chair
Trustee Taura Fox Walker, Vice Chair
Trustee Lindsay Walker
Trustee Melissa Langmaid
Trustee Jen Chiasson
Trustee Tammy Anderson
Trustee Shannon Kelly *Shannon*
Trustee Sunday Adeola
Director Rachel Dick Hughes

ABSENT WITH NOTICE:

Trustee Emily Rochford
Trustee Musenga Simwawa

1. CALL TO ORDER

Chair called today's meeting to order at 6:35 p.m.

2. ACKNOWLEDGEMENT

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

3. CONFIRMATION OF PROPOSED AGENDA (APPENDIX A)

Motion moved and carried to approve June 16, 2026, Town of Strathmore Library Board Meeting Agenda, as amended.

Moved by Trustee Langmaid

APPROVED

ATIA Sec. 20(1)(a)

Ann Horn, Chair

1

ATIA S. 20(1)(a)

Taura Fox Walker, Co-Chair

4. CONFIRMATION OF REGULAR MEETING MINUTES OF MAY 16, 2026 (APPENDIX B)

Motion moved and carried to approve May, 19 2026, Town of Strathmore Library Board Regular Meeting Minutes as amended.

Moved by Trustee Walker

APPROVED

5. REPORTS

- 5.1** Director's Report (APPENDIX C)
- 5.2** Strategy & Community Report
- 5.3** Marigold Update – Trustee Langmaid

6 NEW BUSINESS

- 6.1** Moving of 2025 Surplus of revenues over expenses to our investments

(APPENDIX D)

Deferred decision till September 15, 2026, and directed Director of Library Services to present a plan for capital expenditures at the next meeting.

- 6.2** To approve Section 8 - Advocacy of the Policy Manual with the following amendments (APPENDIX E)

- Section 8.3 – change “ supports” to “shall guide”
- Section 8.5 – change” advocacy campaigns” to “advocacy activities”
- Section 8.5 – change last sentence to include” to determine if the activity should be referred to the Board for further discussion.”

Motion moved and approved Section 8 of policy manual as amended.

Moved by Trustee Langmaid

APPROVED

To approve Section 9 (APPENDIX F) -Communications and Social Media of the Policy Manual with the following amendments:

- Section 9.4 -add “and Guiding Principles” to section header
- Section 9.5.3 – remove “repeated”

Motion moved and approved Section 9 of policy manual as amended.

Moved by Trustee Langmaid

APPROVED

ATIA S. 20(1)(a)

Ann Horn, Chair

2

ATIA S. 20(1)(a)

Taura Fox Walker, Co-Chair

6.3 Motion moved and approved to ratify the email motion from June 8th.

Moved by Trustee Fox Walker

APPROVED

6.4 Plan of Service - Deferred discussion to September 15, 2026, Board Meeting.

7. CALENDAR LOOK AHEAD

June 26th Community Agency Appreciation Luncheon - 11-1 P.M. Strathmore Civic Centre please R.S.V.P by June 19th

July 1st - Canada Day at Kinsmen Park 10:30-2:30 – freezie sale and rain barrel silent auction

July 31st – Stampede Invite for one board member and guest

8. ADJOURNMENT

Motion made and carried to adjourn the meeting at 9:21 p.m.

Moved by Trustee Chiasson

APPROVED

Next regular meeting Tuesday September 15, 2026, 6:30 P.M.

APPENDICIES

- A. Proposed Agenda for June 16, 2026
- B. Unconfirmed Minutes of May 19, 2026
- C. Directors Report
- D. 2025 Financial Statement
- E. Advocacy Policy (Section 8)
- F. Communications and Social Media Policy (Section 9)

ATIA S. 20(1)(a)

Ann Horn, Chair

3

ATIA S. 20(1)(a)

Taura Fox Walker, Co-Chair

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) REGULAR MEETING MINUTES OF MONDAY, JUNE 15, 2026**

Minutes of the Regular Meeting of the Wheatland and Adjacent Districts Emergency Medical Services Association (WADEMSA) held at Wheatland County, Monday, June 15, 2026, commencing at 7:00 P.M. with the following present:

In Attendance:	Chairman	D. Burke
		R. Wegener
		C. Brown
		L. Schultz
		M. Gauthier
		G. Koester
		R. Laursen
	Interim CAO	D. Lagore
	Secretary/Treasurer	C. Miller
	Guest	J. Rossall
		E. Gregory

Mr. Rossall joined the meeting virtually at 7:00 pm.

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

Introduction Mr. Burke welcomed Jon Rossall, McLennan Ross LLP, to the meeting.

RESOLUTION 26-109

Agenda

SCHULTZ MOVED approval of the agenda.

Carried.

RESOLUTION 26-110

In-Camera Session

WEGENER MOVED to go In-Camera at 7:01 pm.

Carried.

Mr. Rossall left the meeting at 7:48 pm.

RESOLUTION 26-111

Out-of-Camera

WEGENER MOVED to come Out-Of-Camera at 7:49 pm.

Carried.

RESOLUTION 26-112

Item Discussed in
Camera

LAURSEN MOVED to adjourn the item discussed in-camera until June 22, 2026.

Carried.

Ms. Gregory joined the meeting at 7:50 pm.

Mr. Larsen left the meeting at 7:50 pm and rejoined at 7:52 pm.

Introduction Mr. Burke welcomed Ms. Gregory, Gregory Harriman & Associates LLP, to the meeting.

Ms. Gregory introduced herself, thanked the Board for the opportunity to prepare the audit, and thanked Ms. Miller and the team for their assistance. She presented the March 31, 2026 year-end audited financial statements, and reviewed the statements in detail as in prior years. She noted that it was a clean audit.

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) REGULAR MEETING MINUTES OF MONDAY, JUNE 15, 2026**

RESOLUTION 26-113

In-Camera Session

KOESTER MOVED to go In-Camera at 8:01 pm.

Carried.

RESOLUTION 26-114

Out-of-Camera

GAUTHIER MOVED to come Out-Of-Camera at 8:03 pm.

Carried.

RESOLUTION 26-115

March 31, 2026 Audited
Financial Statements

BROWN MOVED approval of the March 31, 2026 year end audited financial statements as presented.

Carried.

Ms. Gregory left the meeting at 8:07 pm.

RESOLUTION 26-116

Regular Minutes

WEGENER MOVED approval of the May 19, 2026 regular meeting minutes.

Carried.

RESOLUTION 26-116

Special Minutes

LAURSEN MOVED approval of the June 1, 2026 special meeting minutes.

Carried.

Business Arising From
The Minutes

Shaw/Rogers 911
Fees

No update at this time. It was then decided to complete the Interim CAO report at this time as it addresses most issues in item G.

Asset Management
Plan

No report.

Strategic Plan

No report.

Dispatch- Telus 911
Letter

Mr. Lagore updated with the response received from Telus regarding timing of changing the PSAP from WADEMSA, as they are unable to comply with a July 31 change over date.

Dispatch – Alberta PSAP
Compliance Report

Mr. Lagore updated the Board regarding conversations he has had with Evan Sundrige from Alberta 9-1-1 regarding the Alberta PSAP compliance report and will be reaching out to get a quote for assistance if needed.

RESOLUTION 26-117

In-Camera Session

BROWN MOVED to go In-Camera at 8:21 pm.

Carried.

Ms. Miller left the meeting at 8:21 pm and rejoined at 8:53 pm.

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) REGULAR MEETING MINUTES OF MONDAY, JUNE 15, 2026**

RESOLUTION 26-118

Out-of-Camera

GAUTHIER MOVED to come Out-Of-Camera at 8:53 pm.

Carried.

RESOLUTION 26-119

Dispatch Transition

LAURSEN MOVED to direct the CAO to engage with CAO's of Town of Strathmore and Wheatland County to extend the deadline of fire dispatch transition to December 31, 2026.

Carried.

Ambulance RFP

Mr. Lagore noted that there is nothing to report at this time, we have not received any information from EHS and it has not gone out for RFP to date.

Financial Reports

RESOLUTION 26-120

May Cheque
Payments

SCHULTZ MOVED approval of the May 2026 cheque payments.

Cheque Ratifications

May 2026

CK 002094 – 002101

\$6,398.42

Carried.

RESOLUTION 26-121

May Direct & Online
Payments

BURKE MOVED approval of the May 2026 direct and online payments.

Direct & Online Payments

May 2026

\$114,040.59

Carried.

RESOLUTION 26-122

May Payroll

KOESTER MOVED approval of the May 2026 payroll.

Payroll

May 1, 2026

Gross \$118,869.03

Net \$73,999.82

May 15, 2026

Gross \$126,056.52

Net \$82,795.28

May 29, 2026

Gross \$130,719.45

Net \$89,865.67

Carried.

RESOLUTION 26-123

Bank Reconciliation

WEGENER MOVED approval of the May 2026 Bank Reconciliation.

Carried.

Income/Expense
Comparison Report and
Departmental
Income/Expense
Report

An update is required to categorization of an expense item and will need to be brought back for approval at the next regular meeting.

Reserve Continuity
Report

An update is required to a date on this report and will need to be brought back for approval at the next regular meeting.

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) REGULAR MEETING MINUTES OF MONDAY, JUNE 15, 2026**

RESOLUTION 26-124

GIC renewals

WEGENER MOVED to renew the three GIC's at 1 year, non-redeemable rates.

Carried.

Chairman Report

Mr. Burke noted he did not have much to report at this time. He wanted to confirm the status of Mr. Lagore's interim role as CAO, and Mr. Lagore advised he is available at the Board's discretion. It was then discussed that the Board requires Mr. Lagore to stay on as long as possible.

RESOLUTION 26-125

Chairman Report

BURKE MOVED approval of his chairman report.

Carried.

It was then discussed that the last two items on the agenda did not need any discussion.

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

Adjournment

Mr. Burke declared the meeting adjourned at 9:08 pm.

Chair

Secretary

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) SPECIAL MEETING MINUTES OF WEDNESDAY, JUNE 24, 2026**

Minutes of the Special Meeting of the Wheatland and Adjacent Districts Emergency Medical Services Association (WADEMSA) held at virtually via Teams, Wednesday, June 24, 2026, commencing at 5:00 PM with the following present:

In Attendance:	Chairman	D. Burke R. Laursen M. Gauthier G. Koester L. Schultz C. Brown
	Interim CAO	D. Lagore
	Secretary/Treasurer	C. Miller
Regrets:		R. Wegener

Call to Order Mr. Burke called the meeting to order at 5:00 pm.

RESOLUTION 26-125
Agenda

BROWN MOVED approval of the agenda, with friendly amendment to switch items C. and D.

Carried.

RESOLUTION 26-126
In-Camera Session

SCHULTZ MOVED to go In-Camera at 5:01 pm.

Carried.

Mr. Koester left the meeting at 5:11 pm.

RESOLUTION 26-127
Out-of-Camera

GAUTHIER MOVED to come Out-Of-Camera at 5:13 pm.

Carried.

RESOLUTION 26-128
Dispatch Transition

GAUTHIER MOVED to accept the November 30 transition date proposed by Wheatland County, and for Jon Rossall to draft an agreement to formalize.

Carried.

Mr. Koester rejoined the meeting at 5:14 pm.

Mr. Brown left the meeting at 5:14 pm.

RESOLUTION 26-129
In-Camera Session

SCHULTZ MOVED to go In-Camera at 5:14 pm.

Carried.

RESOLUTION 26-130
Out-of-Camera

GAUTHIER MOVED to come Out-Of-Camera at 5:17 pm.

Carried.

RESOLUTION 26-131
Dispatch Transition

BURKE MOVED to direct the Interim CAO to contact the Town of Strathmore CAO to offer the transition date of November 30 for dispatch service, and if not amicable then for legal to proceed with legal proceedings.

Carried.

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) SPECIAL MEETING MINUTES OF WEDNESDAY, JUNE 24, 2026**

Mr. Brown rejoined the meeting at 5:19 pm

Adjournment

Mr. Burke declared the meeting adjourned at 5:19 pm.

Chair

Secretary

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) SPECIAL MEETING MINUTES OF MONDAY, JULY 6, 2026**

Minutes of the Special Meeting of the Wheatland and Adjacent Districts Emergency Medical Services Association (WADEMSA) held at virtually via Teams, Monday, July 6, 2026, commencing at 7:03 PM with the following present:

In Attendance:	Chairman	D. Burke M. Gauthier G. Koester L. Schultz C. Brown D. Lagore C. Miller J. Rossall R. Wegener R. Laursen
	Interim CAO Secretary/Treasurer Guest	
Regrets:		

Call to Order Mr. Burke called the meeting to order at 7:03 pm.

RESOLUTION 26-132

Agenda

GAUTHIER MOVED approval of the agenda, with friendly amendment to switch item C. to D., item D. to E. and item E. to C.

Carried.

Mr. Brown left the meeting at 7:04 pm.

RESOLUTION 26-133

In-Camera Session

SCHULTZ MOVED to go In-Camera at 7:05 pm.

Carried.

Mr. Rossall left the meeting at 7:19 pm.

RESOLUTION 26-134

Out-of-Camera

BURKE MOVED to come Out-Of-Camera at 7:20pm.

Carried.

RESOLUTION 26-135

Dispatch Transition

GAUTHIER MOVED to direct legal counsel to respond to Town of Strathmore legal counsel with as discussed in camera, and to include point regarding 9-1-1 fees owed to WADEMSA.

Carried.

Mr. Brown rejoined the meeting at 7:23 pm.

Information from Staff

Mr. Burke introduced the information a staff member sent to him, a presentation titled "Building the Future of the Wheatland Regional Communications Centre". Discussion regarding the future of the Dispatch center was had, but ultimately the Board determined that it was unlikely that there was any future left for the Dispatch side to the organization.

RESOLUTION 26-136

Information from Staff

BROWN MOVED to accept the presentation as information.

Carried.

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) SPECIAL MEETING MINUTES OF MONDAY, JULY 6, 2026**

Transition of Fire
Dispatch

Mr. Lagore opened the discussion regarding the future transition dates, and advised of steps that need to be taken to advise the Provincial 9-1-1 service of deadline. The Board then discussed what the future focus for the Board needed to be, regarding EMS services and contract, and potential to meet with MLA's while they are in town for the rodeo.

Adjournment

Mr. Burke declared the meeting adjourned at 7:37 pm.

Chair

Secretary

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) SPECIAL MEETING MINUTES OF MONDAY, JULY 20, 2026**

Minutes of the Special Meeting of the Wheatland and Adjacent Districts Emergency Medical Services Association (WADEMSA) held at virtually via Teams, Monday, July 20, 2026, commencing at 7:02 PM with the following present:

In Attendance:	Chairman	D. Burke R. Wegener M. Gauthier G. Koester L. Schultz C. Brown R. Laursen
	Interim CAO Secretary/Treasurer	D. Lagore C. Miller

Call to Order Mr. Burke called the meeting to order at 7:02 pm.

RESOLUTION 26-137

Agenda

BROWN MOVED approval of the agenda.

Carried.

Mr. Laursen joined the meeting at 7:03 pm.

E-9-1-1 PSAP Services

Mr. Lagore advised the board of his discussion with Evan Surridge, and that a resolution was required from the Board to advise that Operations will be stopping at December 31, 2026, and then no further work would be required for the audit report.

RESOLUTION 26-138

E-9-1-1 PSAP Services

KOESTER MOVED to formally notify Alberta Emergency Management Agency that WADEMSA will discontinue providing 9-1-1 services effective December 31, 2026.

Carried.

The Board then discussed if it was necessary to advise members of this resolution.

RESOLUTION 26-139

Advising Members

WEGENER MOVED to direct the Interim CAO to advise all members of WADEMSA's intentions regarding closing dispatch effective December 31, 2026.

Carried.

Signing Authority

Discussed adding Interim CAO and Operations Supervisor, Mackenzie Payne as signing authorities.

RESOLUTION 26-140

Signing Authority

GAUTHIER MOVED to add Interim CAO, Doug Lagore, and Operations Supervisor, Mackenzie Payne, as signing authorities for WADEMSA.

Carried.

Adjournment

Mr. Burke declared the meeting adjourned at 7:21 pm.

Chair

Secretary

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) SPECIAL MEETING MINUTES OF TUESDAY, AUGUST 4, 2026**

Minutes of the Special Meeting of the Wheatland and Adjacent Districts Emergency Medical Services Association (WADEMSA) held at Wheatland County, Tuesday, August 4, 2026, commencing at 6:59 PM with the following present:

In Attendance:	Chairman	D. Burke
		R. Wegener
		M. Gauthier
		G. Koester
		L. Schultz
		C. Brown
	Interim CAO	D. Lagore
	Secretary/Treasurer	C. Miller
	Operations Supervisor	M. Payne
	Gues	J. Rossall
Regrets:		R. Laursen
		C. Brown (joined later)

Call to Order Mr. Burke called the meeting to order at 6:59 pm.

Introduction Mr. Burke introduced Operations Supervisor for WADEMSA, Mackenzie Payne, to the meeting and noted that going forward Mr. Payne will be attending Board meetings.

RESOLUTION 26-141

Agenda

WEGENER MOVED approval of the agenda.

Carried.

Mr. Wegener left the meeting at 7:00 pm.

RESOLUTION 26-142

In-Camera Session

GAUTHIER MOVED to go In-Camera at 7:00 pm.

Carried.

Mr. Rossall left the meeting at 7:37 pm.

RESOLUTION 26-134

Out-of-Camera

BURKE MOVED to come Out-Of-Camera at 7:47pm.

Carried.

Mr. Wegener rejoined the meeting at 7:48 pm.

Mr. Brown joined the meeting at 7:48 pm.

Next Steps

Mr. Lagore suggested that a letter be drafted and signed by all Board members, to be sent to the four MLA's for the area requesting a meeting as soon as possible to discuss the potential RFP and our organization wanting to secure a sole-sourced contract with EHS. It was decided that Mr. Lagore would draft the letter and distribute to the Board for review and signature.

Ms. Miller and Mr. Payne left the meeting at 7:58 pm.

Staffing Changes

Mr. Lagore informed the Board of the staffing changes implemented.

Ms. Miller and Mr. Payne rejoined the meeting at 8:02 pm.

**WHEATLAND AND ADJACENT DISTRICTS EMERGENCY MEDICAL SERVICES ASSOCIATION
(WADEMSA) SPECIAL MEETING MINUTES OF TUESDAY, AUGUST 4, 2026**

The Board congratulated Ms. Miller and Mr. Payne on their new positions.

Adjournment

Mr. Burke declared the meeting adjourned at 8:07 pm.

Chair

Secretary

WHMB Meeting, September 17, 2026

- In attendance

• Jill Aschenbrenner – Member	• Jim Chisolm – Strathmore
• Millie Webb - WHMB	• Christi Shworak - WHMB
• Keith Clayton – W.C	• Peter Neufeld - WHMB
• Rick Laursen – W.C.	• Richard Wegener – Strathmore
• Don Geiger – Strathmore Lions	• Leah Smith – Rockyford
• Terry Druxbury - WHMB	• Crystal Hickey WHMB
• Les Schultz – Village of Hussar	• Jill Aschenbrenner – Member
•	•
•	•

- Absent

• Martin Gauthier	• Glenn Koester
• Darin Dunlop	•

- September 17, 2026, Regular meeting agenda adopted as presented.
- Consent agenda accepted as amended
- Financial Report – Lodge and Social Housing
 - July financials were adopted as presented.
- Maintenance Report
 - Social Housing
 - 129 Maplewood Dr and 31 Maplewood Green general repairs and painted
 - Room inspections completed in Dr Giffen Manor and Sunset Haven.
 - Room 304 Sunset Haven painted and carpets cleaned
 - Carports built and installed in Gleichen
 - Rubber sidewalks installed at Sunrise Manor and Sunset Haven
 - 812 Bayview Road complete reno due and duct cleaning to mouse infestation
 - Fire inspections completed
 - Tree planting at Sunset Haven and Giffen Manor
 - New carpet installed at entrances in Sunset Haven
 - Lawn maintenance
 - Set up office for new Social Housing manager
 - General maintenance
 - Lodge
 - Rooms 209, 312, 514, and 608 had tub/shower conversions by Bath Fitters
 - Room 209 painted and carpets cleaned
 - Concrete sidewalk and pad poured for smoking area
 - Gazebo for smoking area built
 - Fire inspections completed
 - Generator service and inspection completed

- Climate control completed
 - Windows cleaned
 - Carpets in hallways cleaned
 - Lawn maintenance
 - Flooring repairs to be started at staff entrance
 - General maintenance

- Social Housing report accepted as presented
 - Senior self-contained units – 64 apartments
 - August occupancy – 63
 - Community houses – 20 units
 - February occupancy – 18 families
 - Sunset Haven has 1 vacancy
 - Giffen Manor 0 vacancies
 - Standard 0 vacancies
 - Rockyford 0 vacancies
 - Carseland 0 vacancies
 - Gleichen 0 vacancy
 - Waitlist 55 in total, 51 Strathmore, 1 Gleichen, 1 Rockyford, 2 Carseland, and 0 Standard
- Lodge Site Manager Report
 - Total occupancy to date is 94
 - July Movement
 - 2 singles moved in
 - NA moved out
 - Additional Information June - August
 - 16 inquiries for residency
 - 7 tours were given
 - 16 applications were distributed, and 12 received
 - Wait list for Lodge currently at 41 singles and 8 couples
 - 30 Town of Strathmore
 - 4 Wheatland County/Villages
 - 7 Outside areas such as Calgary, Chestermere, Claresholm, Three Hills
 - Health/Personal Care
 - Home Care - 58
 - Oxygen use – 6
 - Residents using walkers – 64
 - Residents using manual wheelchairs – 5
 - Residents using outdoor scooters – 16
 - Residents using indoor scooters or motorized wheelchairs – 3
 - Activities
 - Fall Harvest Dinner/Entertainment
 - Bus trip to Deerfoot Casino

- Music
 - Bingo
 - Floor curling
 - Floor curling/shuffleboard, Bingo, Texas Holdem Poker, Various games
 - To view regularly scheduled events, go to www.wheatlandhousing.ca
- Committee reports
 - Building in camera report
 - Maintenance – no report
 - Finance – no report
 - Personnel & HR – no report
 - Policy – no report
- Old Business
 - Social Housing
 - NA
 - Lodge
 - Reserve fund – Rockyford and Standard have replied
 - Fundraiser volunteer, no volunteer from the community
 - Maple Green Estates update
 - Hospice and Land Title
- New Business
 - Social Housing
 - NA
 - Lodge
 - Social media remarks from ex-board members saying disparaging remarks about the WHMB and directors. Cease and Desist order could be a possibility
 - Bayshore/AHS update (info to be at end of this report)
 - Personnel committee to begin CAO evaluation
 - Lodge build update, info mainly from lunch with Minister Neudorf
 - Village of Rockyford Letter
 - New board member info
- Closed session
- CAO Report
 - Accepted as presented
- Chair report
 - Accepted as information
- Important Dates
 - Spring tea May 23
 - Stampede resident and family BBQ July 9.
- Next Meetings:
 - October 15
 - November 19
 - December 17 after Christmas dinner (call of the Chair)

In June 2026, Wheatland Lodge was informed that Bayshore Home Health would no longer provide unscheduled care to residents. This ended a 13-year practice in which Bayshore staff helped residents with emergencies, call bells, falls, and other urgent care needs outside their scheduled visits.

Effective July 13, 2026, Wheatland Lodge staff became responsible for responding to all call bells, assisting residents during emergencies, contacting EMS when needed, and remaining with residents until emergency help arrived. Bayshore raised concerns that providing this unscheduled care affected HCA schedules, increased workloads, delayed care for other clients, and created confusion about staff responsibilities.

A new process was also introduced for residents who need assistance with unexpected illness or incontinence. Lodge staff must contact Bayshore in Calgary for approval before an HCA can provide the required care. If approval is denied, lodge staff must contact the resident's family, who are then responsible for coming to the lodge to assist.

Additionally, Bayshore HCAs are no longer permitted to carry lodge cordless phones or be contacted directly by lodge staff, residents, or families. Anyone needing to reach an HCA must first contact Bayshore in Calgary, speak with the appropriate person or leave a message, and wait for a return call.

Overall, these changes have shifted more responsibility for emergency responses and unscheduled resident care to Wheatland Lodge staff. They have also created additional steps for contacting Bayshore, which can make it more difficult and time-consuming to arrange care for residents when unexpected needs arise.

Since the changes to Home Care services in July 2026, Wheatland Lodge has continued to experience challenges with communication, staffing, and resident care. The new process for contacting Bayshore in Calgary has caused delays when residents need assistance. Staff can no longer contact Home Care aides directly, making it harder to respond quickly to residents' needs.

A new sign-in and sign-out process was introduced to track Home Care aides in the building. However, the process has not been followed consistently, even after reminders to supervisors. This creates concerns about knowing which aides are in the lodge, when they leave, and how to communicate with them during emergencies.

Bayshore's ongoing staff shortages have also affected resident care. Residents have missed baths and other personal care services that are considered non-essential. Some residents have been unable to get help with meals, and others have felt rushed during personal care because aides are trying to meet their schedules. Wheatland Lodge has also raised concerns about missed scheduled visits, as it is unclear whether all residents and families are being notified when visits are cancelled.

Several incidents have highlighted the impact of these changes. Residents have been left waiting for assistance, families have had to contact Bayshore themselves, and some residents

who rely on Home Care have been left struggling to manage their personal care. These situations have created frustration for residents, families, and lodge staff.

Here is a breakdown of the 94 residents currently living in the Lodge. Definitions of Wellness, Group 1 – 4 at bottom of page.

Client Number	Gender	Home Care Y/N	Home Care Group Number (see below for detail on Home Care Group details)	Age at Move In	Length of Time in Lodge to Date
1	M	Yes	Group 2	73	2 years / 7 months
2	F	Yes	Group 1	75	7 years / 3 months
3	M	No	N/A	87	4 years / 8 months
4	F	Yes	Wellness – Monitor only	81	8 months
5	F	Yes	Group 1	84	1 year / 1 month
6	F	Yes	Wellness – Personal Care only	72	4 years / 5 months
7	M	Yes	Wellness – Meds only	87	6 years / 1 month
8	F	Yes	Wellness – Wound Care only	88	2 years / 9 months
9	M	No	N/A	76	2 years / 2 months
10	F	Yes	Wellness – Meds only	84	3 years / 10 months
11	M	Yes	Wellness – Don/Doff Stockings	92	2 years / 3 months
12	M	Yes	Wellness – Bath only	68	4 months
13	F	No	N/A	83	6 months
14	F	Yes	Group 2	88	7 years
15	F	Yes	Group 1	76	6 years / 11 months
16	F	Yes	Group 1	80	6 years / 10 months
17	F	No	N/A	91	1 year / 10 months
18	F	Yes	Group 2	82	1.5 months
19	M	No	N/A	85	3 years / 11 months
20	F	No	N/A	85	10 months
21	F	Yes	Group 1	90	2 years / 5 months
22	F	No	N/A	86	2 years / 11 months
23	F	Yes	Wellness – Bath only	80	1 year / 5 months
24	F	Yes	Group 1	93	9 years / 1 month
25	M	No	N/A	96	1 year / 4 months
26	F	Yes	Group 1	84	2 years / 8 months
27	F	No	N/A	99	3 years / 2 months
28	F	No	N/A	81	7 years / 1 month
29	M	No	N/A	91	1 year / 11 month
30	M	Yes	Wellness – Monitor only	77	3 years
31	F	Yes	Wellness – Meds only	84	2 years / 8 months
32	F	Yes	Group 1	86	1 year / 4 months

33	F	Yes	Wellness – Monitor only	83	3 years / 2 months
34	M	No	N/A	84	3 years / 2 months
35	F	Yes	Group 1	93	3 months
36	M	No	N/A	72	2 years / 9 months
37	F	Yes	Group 2	87	3 years / 8 months
38	F	Yes	Group 1	75	10 years / 5 months
39	F	No	N/A	78	1 month
40	F	Yes	Wellness – Meds only	90	3 years 6 months
41	M	Yes	Group 1	93	9 months
42	M	No	N/A	72	2 years / 11 months
43	M	No	N/A	90	1 year / 10 months
44	F	No	N/A	88	1 year / 10 months
45	F	Yes	Wellness – Meds only	93	3 years / 1 month
46	F	No	N/A	86	4 months
47	M	No	N/A	68	4 years / 9 months
48	F	No	N/A	83	10 years / 4 months
49	M	Yes	Group 2	83	1 year / 9 months
50	M	Yes	Wellness – Meds Only	65	4 years / 5 months
51	M	Yes	Group 2	75	1 year / 4 months
52	F	Yes	Wellness – Monitor Only	76	1 year / 4 months
53	F	Yes	Group 1	71	2 years / 2 months
54	M	No	N/A	88	4 months
55	M	No	N/A	84	1 year / 1 month
56	F	Yes	Group 1	86	8 months
57	F	Yes	Group 2	68	10 years / 1 month
58	M	Yes	Group 1	84	7 years / 2 months
59	F	No	N/A	85	2 years
60	F	No	N/A	91	2 years / 6 months
61	M	No	N/A	88	2 years / 6 months
62	F	No	N/A	84	1 year / 3 months
63	F	Yes	Wellness – Hearing Aide Assist	90	1 year / 9 months
64	F	No	N/A	81	1 year
65	F	No	N/A	75	2 months
66	M	Yes	Wellness – Meds Only	78	9 months
67	F	Yes	Group 2	82	9 Years / 11 months
68	F	No	N/A	93	6 Years / 9 months
69	M	Yes	Group 1	83	1 Year / 6 months
70	F	Yes	Wellness – Don/Doff Stockings	77	5 Years / 4 months
71	M	No	N/A	90	7 Years / 1 month
72	M	Yes	Group 1	88	2 Years
73	F	No	N/A	80	1 Year / 1 month
74	F	Yes	Wellness – Bath only	84	7 Years / 11 months
75	F	Yes	Group 1	96	3 Years / 4 months

76	F	Yes	Wellness – Monitor only	75	7 Years / 11 months
77	F	Yes	Wellness – Don/Doff Stockings	89	1 Year / 11 months
78	F	No	N/A	89	6 months
79	F	No	N/A	65	6 months
80	F	Yes	Group 1	83	9 Years / 3 months
81	F	Yes	Wellness – Meds only	85	9 Years / 9 months
82	F	No	N/A	83	2 Years / 10 months
83	F	Yes	Group 2	84	10 months
84	M	Yes	Group 2	88	10 months
85	F	Yes	Group 1	86	8 months
86	F	No	N/A	88	3 Years / 11 months
87	F	Yes	Wellness – Meds only	78	5 Years
88	F	Yes	Group 2	90	2 Years / 10 months
89	F	Yes	Group 1	83	6 Years / 6 months
90	F	Yes	Group 2	79	6 Years / 1 month
91	F	Yes	Wellness – Bath only	79	2 Years
92	M	No	N/A	80	2 months
93	M	No	N/A	91	10 months
94	F	Yes	Group 2	90	1 Year / 9 months
Total Male Residents	30		Total Wellness Clients	25	
Total Female Residents	64		Total Group 1 Clients	20	
Total Home Care Clients	58		Total Group 2 Clients	13	
Average Age of residents residing in lodge	86 Years		Total Group 3 / 4 Clients	0	

Home Care Group Number Definitions:

Wellness: These clients are either receiving **NO SERVICES** but are being monitored by the AHS Case Manager; **OR** they only receive **ONE service** provided to them – examples of a Wellness “One Service” client would be they receive med assist only, or bath only, or donning / doffing of stockings only, or hearing aide assistance only.

Group 1: These clients receive a **MAXIMUM of 9.5 hours** of Home Care services per week.

Group 2: These clients receive a **MAXIMUM of 18.50 hours** of Home Care services per week.

Group 3: These clients receive a **MAXIMUM of 30.50 hours** of Home Care services per week.

Group 4: These clients receive a **MAXIMUM of 40.50 hours** of Home Care services per week.

Should a resident not qualify for Group 3 or 4 they do not qualify for SL4/LTC. Currently none of the residents qualify for Group 3 or 4 and will remain in the Lodge until their condition changes.

Presented by Councillors Chisolm and Wegener



true north
a safe place for those impacted by abuse

Town of Strathmore

1 Parklane Drive, PO Box 2280

Strathmore, AB T1P 1K2

June 15, 2026

Dear Mayor and Town Counsel,

Thank you for your generous sponsorship of \$5000.00, to go towards the purchase of Landscape materials for our new building on Brentwood Drive. We are so grateful!



For thirty years, True North has worked to end the cycle of violence in our community. We offer 24/hour crisis support, advocacy, and referral; outreach programming that meets clients where they are; educational programming for schools, businesses, & groups; and emergency shelter for our neighbours most in need.

Your sponsorship of Five Thousand dollars supports our goals to create a safe, home-like facility where clients feel free to rest and reflect while they plan their next steps.

Thank you for your kindness in recognizing the needs of your community. At the heart of our programming is the desire to uplift, inform, and assist the needs of others. Your support is paramount to these efforts!

For more information about how your donation is assisting vulnerable individuals in our community, to learn more about True North's efforts to end domestic violence, or to stay up to date with True North's community events, please visit us at www.truenorthab.com.

Again, thank you for your support!

Joni Chzyk
Manager Finance & Operations

True North

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