

**TOWN OF CANMORE**  
**AGENDA**  
Regular Meeting of Council  
Council Chambers at the Civic Centre, 902 – 7 Avenue  
**Tuesday, October 4, 2022 at 9:00 a.m.**

Times are estimates only.

**PUBLIC QUESTION PERIOD – Before meeting is called to order**

- 9:00 – 9:05
- A. CALL TO ORDER AND APPROVAL OF AGENDA**
1. Land Acknowledgement
  2. Agenda for the October 4, 2022 Regular Meeting of Council
- B. PUBLIC HEARINGS – None**
- C. DELEGATIONS – None**
- 9:05 – 9:10
- D. APPROVAL OF MINUTES**
1. Minutes of the September 6, 2022 Regular Meeting of Council
  2. Minutes of the September 13, 2022 Special Meeting of Council
- E. BUSINESS ARISING FROM THE MINUTES – None**
- 9:10 – 9:40
- F. UNFINISHED BUSINESS**
1. Bow Valley Connection Centre  
Recommendation: That Council accept administration’s review of Bow Valley Connections Centre’s request for interim Life Campus Space as information.
- 9:40 – 9:50
- G. BYLAW APPROVAL**
1. Borrowing Bylaw 2022-20 for Clean Energy Improvement Program  
Recommendations:
    1. That Council give second reading to Borrowing Bylaw 2022-20.
    2. That Council give third reading to Borrowing Bylaw 2022-20.
- 9:50 – 10:00
- H. NEW BUSINESS**
1. 2022 New FRIAA Grant Funded Projects  
Recommendation: That Council approve two new 2022 capital projects with grant funds from Forest Resource Improvement Association of Alberta (FRIAA): Vegetation Management Plan Update for \$15,000 and Wildfire Preparedness Plan Update for \$15,000.
- Meeting Break 10:00 – 10:15**
- I. REPORTS FROM ADMINISTRATION – None**
- J. NOTICES OF MOTION – None**

- 10:15 – 11:45      **K. IN CAMERA**
- 1. Three Sisters Mountain Village Litigation Update**  
                         Recommendation: That Council take the meeting in camera to prevent disclosure of solicitor-client privilege in accordance with s.27(1)(a) of the Freedom of Information and Protection of Privacy Act.
- 11:45                **L. ADJOURNMENT**



**TOWN OF CANMORE  
MINUTES**

Regular Meeting of Council  
Council Chambers at the Civic Centre, 902 – 7 Avenue  
**Tuesday, September 6, 2022 at 9:00 a.m.**

**COUNCIL MEMBERS PRESENT**

Sean Krausert	Mayor
Jeff Mah	Deputy Mayor
Jeff Hilstad	Councillor
Joanna McCallum	Councillor
Karen Marra	Councillor
Tanya Foubert	Councillor
Wade Graham	Councillor

**COUNCIL MEMBERS ABSENT**

None

**ADMINISTRATION PRESENT**

Sally Caudill	Chief Administrative Officer
Therese Rogers	General Manager of Corporate Services
Whitney Smithers	General Manager of Municipal Infrastructure
Scott McKay	General Manager of Municipal Services
Adam Driedzic	Town Solicitor
Adam Robertson	Acting Manager of Communications
Cheryl Hyde	Municipal Clerk (Recorder)
Andrew Kelly	Assistant Municipal Clerk
Amy Fournier	Climate Change Specialist
Lisa Brown	Manager of Community Social Development
Lauren Miller	Manager of Planning
Eleanor Milette	Manager of Economic Development
Riley Welden	Development Planner

Mayor Krausert called the September 6, 2022 regular meeting to order at 9:00 a.m.

**A. CALL TO ORDER AND APPROVAL OF AGENDA**

**1. Land Acknowledgement**

**2. Agenda for the September 6, 2022 Regular Meeting of Council**

203-2022

Moved by Mayor Krausert that Council approve the agenda for the September 6, 2022 regular meeting of Council as presented, with one editorial correction:

- Under items B1 and G1, the correct name of the bylaw under consideration is “Clean Energy Improvement Tax Bylaw 2022-21” (not “Clean Energy Improvement Tax Amending Bylaw”).

**CARRIED UNANIMOUSLY**

Minutes approved by: \_\_\_\_\_

**B. PUBLIC HEARINGS**

**1. Clean Energy Improvement Tax Amending Bylaw 2022-21**

- (1) Introduction  
Mayor Krausert opened the public hearing for Bylaw 2022-21 at 9:04 a.m.
- (2) Administrative Presentation  
Administration provided a verbal overview of Bylaw 2022-21.
- (3) Public Verbal Submissions  
There were no public verbal submissions.
- (4) Public Written Submissions  
No written submissions were received.
- (5) Council Question Period  
No questions were asked during Council question period.
- (6) Closure of Public Hearing  
Mayor Krausert closed the public hearing at 9:19 a.m.

**C. DELEGATIONS**

**1. Homelessness Society of the Bow Valley**

Sarah Lonz, Chair, and Amber Forest, Program Director, Homelessness Society of the Bow Valley, spoke to written report requesting that Council consider providing a municipal space to support shelter operations from December 1, 2022 to March 15, 2023 from 8:00 p.m. until 8:00 a.m. daily.

204-2022 Moved by Mayor Krausert that Council add “Consideration of the Homelessness Society of the Bow Valley Request” to the current meeting agenda as Item C1.1.

**CARRIED UNANIMOUSLY**

**1.1 Consideration of Homelessness Society of the Bow Valley Request**

205-2022 Moved by Mayor Krausert that Council refer the Homelessness Society of the Bow Valley’s request (that Council consider providing a municipal space to support shelter operations from December 1, 2022 to March 15, 2023 from 8:00 p.m. until 8:00 a.m. daily) to administration for review and recommendation.

**CARRIED UNANIMOUSLY**

**D. APPROVAL OF MINUTES**

**1. Minutes of the August 16, 2022 Regular Meeting of Council**

206-2022 Moved by Mayor Krausert that Council approve the minutes of the August 16, 2022 regular meeting as presented.

**CARRIED UNANIMOUSLY**

**E. BUSINESS ARISING FROM THE MINUTES**

None

**F. UNFINISHED BUSINESS**

None

Minutes approved by: \_\_\_\_\_

**G. BYLAW APPROVAL**

**1. Clean Energy Improvement Tax Bylaw 2022-21**

207-2022 Moved by Mayor Krausert that Council give second reading to Clean Energy Improvement Tax Bylaw 2022-21.

**CARRIED UNANIMOUSLY**

208-2022 Moved by Mayor Krausert that Council give third reading to Clean Energy Improvement Tax Bylaw 2022-21.

**CARRIED UNANIMOUSLY**

**2. Amendments to the Canmore Planning Commission**

209-2022 Moved by Mayor Krausert that Council give first reading to Subdivision Authority, Development Authority, and Municipal Planning Commission Establishment Bylaw Amendment 2022-22 – Membership and Eligibility.

**CARRIED UNANIMOUSLY**

209A-2022 Moved by Mayor Krausert that Council amend section 209-2022 by adding: amend section 7 by striking out "Section 17 is" and substituting "Sections 17 and 18 are".

**CARRIED UNANIMOUSLY**

209B-2022 Moved by Councillor Hilstad that Council amend motion 209-2022 by adding: amend section 6 by striking out “and adding ‘public’ before ‘Members’”.

**CARRIED UNANIMOUSLY**

209C-2022 Moved by Councillor Foubert that Council amend motion 209-2022 by adding: strike out sections 4(c), 6, 8, 9 and 10.

**DEFEATED**

**In favour: Foubert, Mah**

**Opposed: Graham, Hilstad, Krausert, Marra, McCallum**

209-2022  
VOTE The vote followed on motion 209-2022: that Council give first reading to Subdivision Authority, Development Authority, and Municipal Planning Commission Establishment Bylaw Amendment 2022-22 – Membership and Eligibility amended as follows:

- amend section 7 by striking out "Section 17 is" and substituting "Sections 17 and 18 are", and
- amend section 6 by striking out “and adding ‘public’ before ‘Members’”.

**CARRIED**

**In favour: Graham, Hilstad, Krausert, Marra, McCallum**

**Opposed: Foubert, Mah**

210-2022 Moved by Mayor Krausert that Council table second reading of Bylaw 2022-22 to follow agenda item H-5 so that an amending motion can be brought at second reading which would delegate the authority of time extensions of the type being considered in agenda item H-5.

**CARRIED UNANIMOUSLY**

**Meeting break 10:39 – 10:50 a.m.**

Minutes approved by: \_\_\_\_\_

**H. NEW BUSINESS**

**1. Council Advisory Committee Review**

211-2022 Moved by Mayor Krausert that Council give first reading to Environmental Advisory Review Committee Repeal Bylaw 2022-23.

**CARRIED**

**In favour: Foubert, Hilstad, Krausert, Marra, McCallum**

**Opposed: Graham, Mah**

212-2022 Moved by Mayor Krausert that Council give second reading to Environmental Advisory Review Committee Repeal Bylaw 2022-23.

**CARRIED**

**In favour: Foubert, Hilstad, Krausert, Marra, McCallum**

**Opposed: Graham, Mah**

213-2022 Moved by Mayor Krausert that Council give leave for third reading of Environmental Advisory Review Committee Repeal Bylaw 2022-23.

**DEFEATED (unanimous vote was required)**

**In favour: Foubert, Hilstad, Krausert, Marra, McCallum**

**Opposed: Graham, Mah**

**Meeting break 11:35 – 11:42**

214-2022 Moved by Councillor Mah that Council reconsider motion 213-2022: that Council give leave for third reading of Environmental Advisory Review Committee Repeal Bylaw 2022-23.

**CARRIED UNANIMOUSLY**

215-2022 Moved by Mayor Krausert that Council give leave for third reading of Environmental Advisory Review Committee Repeal Bylaw 2022-23.

**CARRIED UNANIMOUSLY**

216-2022 Moved by Mayor Krausert that Council give third reading to Environmental Advisory Review Committee Repeal Bylaw 2022-23.

**CARRIED**

**In favour: Foubert, Hilstad, Krausert, Marra, McCallum**

**Opposed: Graham, Mah**

217-2022 Moved by Mayor Krausert that Council amend the meeting agenda by tabling item H2 to follow the lunch break and proceeding with item K1 immediately.

**CARRIED UNANIMOUSLY**

**K. IN CAMERA**

**1. Three Sisters Mountain Village Litigation Update**

218-2022 Moved by Mayor Krausert that Council take the meeting in camera at 11:47 a.m. to prevent disclosure of solicitor-client privilege in accordance with s.27(1)(a) of the Freedom of Information and Protection of Privacy Act.

**CARRIED UNANIMOUSLY**

Minutes approved by: \_\_\_\_\_

Members of administration present at the closed portion of the meeting: Sally Caudill, Whitney Smithers, Therese Rogers, Adam Dreidzic, Lauren Miller, Adam Robertson, Cheryl Hyde, and Andrew Kelly.

Councillor Marra left the meeting at 12:00 p.m.

219-2022 Moved by Mayor Krausert that Council return to the public meeting at 1:05 p.m.  
**CARRIED UNANIMOUSLY**

**Lunch Break 1:05 – 1:36 p.m.**

Councillor Marra returned to the meeting at 1:36 p.m.

**H. NEW BUSINESS continued**

**2. Highway Mitigation Letter to Province**

220-2022 Moved by Councillor Graham that Council direct Mayor Krausert to write a letter to the Province of Alberta requesting action be taken to reduce accidents involving wildlife on the TransCanada Highway between the Bow River Bridge and the East Park Gates.

**CARRIED UNANIMOUSLY**

**3. Labour Market Recruitment and Retention Strategy**

221-2022 Moved by Mayor Krausert that Council approve a new 2022 capital project for Labour Market Recruitment and Retention Strategy in the amount of \$100,000 funded from the Economic Development Reserve.

**CARRIED UNANIMOUSLY**

222-2022 Moved by Mayor Krausert that Council direct administration to apply for the Alberta Labour and Immigration Grant and, if successful, apply the grant funding to the Labour Market Recruitment and Retention Strategy capital project.

**CARRIED UNANIMOUSLY**

**4. Rescheduling September 20, 2022 Committee of the Whole Meeting**

223-2022 Moved by Mayor Krausert that Council reschedule the September 20, 2022 Committee of the Whole meeting to September 27, 2022.

**CARRIED UNANIMOUSLY**

**5. PL20210015 – The Gateway at Three Sisters Subdivision: Endorsement Extension**

224-2022 Moved by Mayor Krausert that Council grant an extension for the endorsement of PL20210015 to November 1, 2024.

**CARRIED UNANIMOUSLY**

**G. BYLAW APPROVAL continued**

**2. Amendments to the Canmore Planning Commission continued**

225-2022 Moved by Mayor Krausert that Council give second reading to Subdivision Authority, Development Authority, and Municipal Planning Commission Establishment Bylaw Amendment 2022-22 – Membership and Eligibility.

225A-2022 Moved by Mayor Krausert that Council amend motion 225-2022 by adding:

Minutes approved by: \_\_\_\_\_

The following is added after section 3:

3.1 The following is added after section 3.3:

3.4 The authority to grant extensions to the periods of time referred to in Section 657(1) and 657(5) of the Act of as provided by Section 657(6) of the Act is delegated to the subdivision authority."

**CARRIED UNANIMOUSLY**

225-2022

VOTE

The vote followed on motion 225-2022 as amended: give second reading to Subdivision Authority, Development Authority, and Municipal Planning Commission Establishment Bylaw Amendment 2022-22 – Membership and Eligibility amended as follows:

- The following is added after section 3:

3.1 The following is added after section 3.3:

3.4 The authority to grant extensions to the periods of time referred to in Section 657(1) and 657(5) of the Act of as provided by Section 657(6) of the Act is delegated to the subdivision authority.

**CARRIED**

**In favour: Graham, Hilstad, Krausert, Mah, Marra, McCallum**

**Opposed: Foubert**

226-2022

Moved by Mayor Krausert that Council give leave for third reading of Subdivision Authority, Development Authority, and Municipal Planning Commission Establishment Bylaw Amendment 2022-22 – Membership and Eligibility.

**CARRIED UNANIMOUSLY**

227-2022

Moved by Mayor Krausert that Council give third reading to Subdivision Authority, Development Authority, and Municipal Planning Commission Establishment Bylaw Amendment 2022-22 – Membership and Eligibility.

**CARRIED**

**In favour: Graham, Hilstad, Krausert, Mah, Marra, McCallum**

**Opposed: Foubert**

## **I. REPORTS FROM ADMINISTRATION**

### **1. Canmore Community Monitoring Program**

Administration, along with Dan Wilson, Community Planning and Monitoring Specialist for WCS engagement + planning, spoke to a written report providing Council with an overview of the new web-based Canmore Community Monitoring Program.

### **2. Changes to Victim Services**

Administration spoke to a verbal report briefing Council on a provincial government initiative to redesign Victim Services.

Minutes approved by: \_\_\_\_\_



228-2022

Moved by Mayor Krausert that Council approve the following Victim Services Redesign resolution for submission to Alberta Municipalities:

**Whereas** the province has announced a redesign to the current victim services program;

**Whereas** there has been no consultation with municipalities during the MLA led review but yet the “Recommendations on Victims Services Report” proposes a new zonal model for police-based victim services program delivery that will create 4 zones throughout the Province and end locally run boards OR have municipalities take over the service delivery, a form of provincial downloading, (see recommendation #3 of the final report);

**Whereas** during the engagement that did occur, stakeholders were presented with three concepts for service delivery (zone, government employer, and municipal employer) but did not include the option of maintaining the current service delivery model as an option (and again, municipalities were not consulted, but municipal employer was provided as an option without our input);

**Whereas** support for victims of tragedy (i.e. sudden death, car accidents, and potentially even victims of non-violent crime) will not be provided, (see recommendation #5 of the final report). For context, in the Bow Valley, over 2,400 individuals who received support between 2015-2020 would not be eligible for support under this new model; and

**Whereas** the report advises that stakeholders were concerned “that smaller communities would be ‘swallowed up’ by bigger communities and victims would lose access to local services”, yet the recommendations do nothing to address this concern. No detailed information is available on implementation of the new model and the Government of Alberta has called for another phase of stakeholder engagement to determine rollout details,

**It is therefore resolved that** Alberta Municipalities advocate for the halting of the rollout of the new victim services model and a new engagement process occur that fully involves municipalities of all sizes, ensures downloading to municipalities does not occur, explores how the current model could be maintained and adapted, and includes support for victims of tragedy.

**CARRIED UNANIMOUSLY**

**J. NOTICES OF MOTION**

None

**K. IN CAMERA**

Addressed after item H1.

Minutes approved by: \_\_\_\_\_

**L. ADJOURNMENT**

229-2022

Moved by Mayor Krausert that Council adjourn the September 6, 2022 regular meeting of Council at 3:22 p.m.

**CARRIED UNANIMOUSLY**

---

Sean Krausert, Mayor

---

Cheryl Hyde, Municipal Clerk

Minutes approved by: \_\_\_\_\_



**TOWN OF CANMORE  
MINUTES**

Special Meeting of Council  
Council Chambers at the Civic Centre, 902 – 7 Avenue  
**Tuesday, September 13, 2022 at 9:00 a.m.**

**COUNCIL MEMBERS PRESENT**

Sean Krausert	Mayor
Jeff Mah	Deputy Mayor
Jeff Hilstad	Councillor
Joanna McCallum	Councillor
Karen Marra	Councillor
Tanya Foubert	Councillor
Wade Graham	Councillor

**COUNCIL MEMBERS ABSENT**

None

**ADMINISTRATION PRESENT**

Therese Rogers	Acting Chief Administrative Officer/General Manager of Corporate Services
Whitney Smithers	General Manager of Municipal Infrastructure
Adam Driedzic	Town Solicitor
Cheryl Hyde	Municipal Clerk
Andrew Kelly	Assistant Municipal Clerk (Recorder)

Mayor Krausert called the September 13, 2022 special meeting to order at 9:00 a.m.

**A. CALL TO ORDER AND APPROVAL OF AGENDA**

**1. Land Acknowledgement**

**2. Agenda for the September 13, 2022 Special Meeting of Council**

230-2022 Moved by Mayor Krausert that Council approve the agenda for the September 13, 2022 special meeting as presented.

**CARRIED UNANIMOUSLY**

**B. PUBLIC HEARINGS – None**

**C. DELEGATIONS – None**

**D. APPROVAL OF MINUTES – None**

**E. BUSINESS ARISING FROM THE MINUTES – None**

**F. UNFINISHED BUSINESS – None**

**G. BYLAW APPROVAL – None**

Minutes approved by: \_\_\_\_\_

**H. NEW BUSINESS**

**1. Canadian Rockies Public School Board Land Transfer**

231-2022 Moved by Mayor Krausert that Council authorize an exception to the Town's Land Transaction Policy for the transfer of the land parcel legally described as 1095F;OT to the Canadian Rockies Public Schools Board on the condition that agreement can be reached between Canadian Rockies Public Schools, the Town of Canmore and Canmore Community Housing on the number of units to be purchased for a residency program.

**CARRIED UNANIMOUSLY**

232-2022 Moved by Mayor Krausert that Council direct administration to report back to provide information on the Canmore Community Housing residency program prior to the transfer of the land parcel legally described as 1095F;OT to the Canadian Rockies Public Schools Board being executed.

**Meeting break 9:36 – 9:53**

232A-2022 Moved by Mayor Krausert that Council amend motion 232-2022 by striking out "to provide information on the Canmore Community Housing Residency Program" and substituting "on the number of units to be included in the program for Council approval."

**DEFEATED**

**In favour: Graham, Mah**

**Opposed: Foubert, Hilstad, Krausert, Marra, McCallum**

232B-2022 Moved by Mayor Krausert that Council amend motion 232-2022 by striking out "Canmore Community Housing residency program" and substituting "number of units in the residency program."

**CARRIED UNANIMOUSLY**

232-2022  
VOTE The vote followed on motion 232-2022: that Council direct administration to report back to provide information on the number of units in the residency program prior to the transfer of the land parcel legally described as 1095F;OT to the Canadian Rockies Public Schools Board being executed.

**CARRIED UNANIMOUSLY**

**I. REPORTS FROM ADMINISTRATION – None**

**J. NOTICES OF MOTION – None**

**K. IN CAMERA – None**

Minutes approved by: \_\_\_\_\_

**L. ADJOURNMENT**

233-2022

Moved by Mayor Krausert that Council adjourn the September 13, 2022 special meeting at 10:19 a.m.

**CARRIED UNANIMOUSLY**

\_\_\_\_\_  
Sean Krausert, Mayor

\_\_\_\_\_  
Cheryl Hyde, Municipal Clerk

Minutes approved by: \_\_\_\_\_



# Request for Decision

**DATE OF MEETING:** October 4, 2022 **Agenda #:** F-1

**TO:** Council

**SUBJECT:** Bow Valley Connection Centre

**SUBMITTED BY:** Lisa Brown, Manager of Community Social Development

**RECOMMENDATION:** That Council accept administration's review of Bow Valley Connections Centre's request for interim Life Campus Space as information.

## EXECUTIVE SUMMARY

Bow Valley Connection Centre (BVCC) is a registered charity that provides social and life-skill programs to Canmore's neurodiverse community. The organization currently operates out of the Canmore Legion, and although the space is free, it is not accessible to many of the organization's neurodiverse participants. The organization is currently working with Bow Valley Regional Housing to incorporate an activity space, called 'Life Campus', into the lodge, which, if feasible, will not be available until 2025. In the meantime, the organization is looking for space that can meet our neurodiverse community members needs and that works with the organization's limited budget. In response, council referred BVCC's request for interim Life Campus Space to Administration for review and recommendation. Administration reviewed municipal space and allocation processes as well as other local activity spaces within Canmore.

## RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

On June 21, 2022, Bow Valley Connection Centre presented as a delegation (Attachment 1) and requested:

- *That Council support Bow Valley Connections Centre in discussions with Bow Valley Regional Housing and the Province of Alberta, and advocate to the Alberta Social Housing Corporation for the creation of supporting housing for individuals with disabilities.*
- *That Council support Bow Valley Connections Centre with locating a consistent and affordable daytime space for their emerging Life Campus program.*

On July 5, 2022, Council passed the following motions:

- *That Council support Bow Valley Connections Centre in their advocacy to the Province of Alberta, and in particular the Alberta Social Housing Corporation, for the creation of supported housing for individuals with disabilities in the Bow Valley.*
- *That Council refer the Bow Valley Connections Centre's request for interim Life Campus Space to administration for review and a recommendation.*

On July 6, 2021, Council approved updates to the Facility Allocation Policy (Attachment 2).

## DISCUSSION

Bow Valley Connection Centre (BVCC) is a parent-run organization that has been a registered charity since 2016. The goal of the organization is to provide Canmore's neurodiverse community with opportunities for community connection. In addition, BVCC is also building a 'Life Campus' program, which will expand programming to include vocational and life-skills training. The Life Campus program requires approximately 15 hours of activity space per week.

BVCC currently operates out of the Canmore Legion. This is a free space but is inaccessible for many of the organization's participants. In addition, the Legion cannot accommodate all of the new Life Campus programs. BVCC is currently working with Bow Valley Regional Housing to incorporate an activity space for Life Campus programs as part of Bow Valley Lodge renovation design. This space will not be available until 2025. The organization has sought council's help in finding an interim, alternative space that fits within the organization's limited budget.

Administration reviewed the Facility Allocation Policy and our municipal space allocation process and connected with local organizations that provide activity space to non-profits for a reduced rate.

The Town is regularly approached by organizations that have limited funds, that meet a key community need, and that require activity space for programs. Municipal space is limited and in high demand; consequently, the Town of Canmore's recreation department operates under a Facility Allocation Policy, which provides guidance to staff responsible for allocating space. Using the allocation criteria provided in the policy, it is likely that BVCC would be able to book space on an ongoing basis, similar to other groups that deliver regular programming in Town facilities, however a lease is not feasible due to a variety of space demands and needs that we work to accommodate as per the Facility Allocation Policy. The majority of groups that access space on an ongoing basis can expect occasional schedule interruptions for facility maintenance, community events, Town sponsored programs or tournaments/competitions and this would apply to the BVCC were they to rent space. The Town offers non-profit organizations a discounted hourly rate for recreation spaces.

According to BVCC, the Town's non-profit rate is currently not financially feasible. If the organization was to rent space at Canmore Recreation Centre at the non-profit rate (\$35 per hour), space would cost \$525/week. This weekly rental cost is not currently in the organization's budget and would require additional fundraising efforts. If BVCC is unable to secure additional space at a rate that works within their budget, BVCC will postpone Life Campus activities but continue to offer other programs in the Legion. Administration considered the impact of providing space to BVCC in-kind or at a further discounted rate. There is a concern that circumventing the current process would reduce equitability and transparency; as a result, Administration is not recommending that space be further discounted or donated.

Administration also connected with local organizations that have activity space that can accommodate Life Campus programs. Non-profit rates are available for artsPlace (\$21/hour), the Canmore Public Library (\$20/hour), the Alpine Club of Canmore (\$67/half day). All organizations commented that space may not be consistently available, depending on time of day and other community events. Some organizations, such as artsPlace, may also be able to further reduce rates to help BVCC support Canmore's neurodiverse community. BVCC have used these locations for one-time events in the past, however, the rates are beyond the organizations current financial capacity when considering the space for regular, on-going Life Campus activities.

**ANALYSIS OF ALTERNATIVES**

Council can direct administration to consider the following scenarios:

- 1) Provide BVCC with in-kind Town space (Multi-Purpose Room 115 at the Canmore Recreation Center). As previously explained, Administration does not recommend this approach. There is concern that this would circumvent the Town's current space allocation process, which may appear unfair and would reduce corporate transparency. If Council were to provide this direction, BVCC has indicated their desire to schedule their programming in a manner that minimizes impacts on other community groups that deliver programming at the Canmore Recreation Center. The motion would be: *That Council direct Administration to provide BVCC with in-kind Town space for up to three years or until a new Life Campus space is created.*

**FINANCIAL IMPACTS**

Providing BVCC with in-kind space (15 hours/week) represents a value of \$27,000 annually.

**STAKEHOLDER ENGAGEMENT**

Internal consultations included the Town's Recreation and Facilities departments, and external consultations included artsPlace, Canmore Public Library, and the Alpine Club of Canada.

**ATTACHMENTS**

- 1) BVCC delegation report
- 2) Facility Allocation Policy

**AUTHORIZATION**

Submitted by:	Lisa Brown Manager of CSD	Date:	<u>September 13, 2022</u>
Approved by:	Scott McKay GM of Municipal Services	Date:	<u>September 14, 2022</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date:	<u>September 27, 2022</u>



## PRESENTATION BRIEFING

### Subject: Bow Valley Connections Centre (BVCC)

**Presented to:** Town of Canmore Council

**Submitted by:** Micheline Lambert, Housing Coordinator  
Bow Valley Connections Centre  
Box 8657, Canmore, Alberta, Canada, T1W 0B9  
E: [bvcc.office@gmail.com](mailto:bvcc.office@gmail.com)  
W: [www.bowvalleyconnectionscentre.com](http://www.bowvalleyconnectionscentre.com)  
P: 403-707-6493

#### ✦ Program Overview

Bow Valley Connections Centre is a registered charity (since 2016) and not-for profit organization (since 2013) offering social and life skill programs to our neuro-diverse community members living within the Bow Valley. Currently operating out of the basement of the Canmore Legion, our participants range in ages between 16 – 70 years of age. We have over 18 registered members and continue to grow annually. We are a parent-run organization. Our operating budget is small but impactful. Our current programs include drama, arts & crafts, dancing, bowling, bear safety, cooking classes, bottle drives, and special events such as community mural painting and children's carnivals.

*We invite you to view our most recent promotional video (password in small caps is "inclusion"):* <http://vimeo.com/689882317>

Below is a picture of wood crafting sessions held at the Canmore Recreation Centre. This program was funded by the Town of Canmore's 2020 Relief Grant. The grant was used to rent space and for materials and supplies. This Canmore Recreation Centre room was bright, accessible, and big enough to accommodate programming.



## ✦ Program Challenges

### 1) Limited supportive housing options

Within the Bow Valley region, there are limited residential housing support for individuals with neurodiverse disabilities. As a result of the lack of supportive housing in Canmore, in 2021 several Neuro-diverse Bow Valley residents moved away from the community to larger urban centres. Neuro-diverse residents in the Bow Valley can access some housing support through Vecova, a Calgary-based organization that serves individuals with disabilities, however the programs are untenable for most individuals due to Canmore's high cost of living and does not fit the needs of our neuro-diverse community.

Canmore needs purpose-built, supportive housing for individuals with disabilities. Supportive housing is managed by the Province of Alberta through Regional Housing Authorities. In Canmore, there are several provincial units that can be modified to support individuals with disabilities, but provincial funding and approval is needed.

### 2) Limited appropriate day program space

The Canmore Legion has donated space to BVCC for our day programs. Although we are grateful for the free space, there are significant safety concerns for our program participants. There are steep narrow stairs, which can be difficult for many of our participants to manage and the bathroom is not accessible. In addition, space is only available in the evening, which can be difficult for our Neuro-diverse community.

We have also partnered with other organizations to access free space, such as Lawrence Grassi Middle School and Miner's Hall. Unfortunately, these spaces are often only available in the evening and cannot be consistently donated to us.

Consistent, predictable programming is essential for the Neuro-diverse community, and although these community spaces have allowed us to lead impactful programs, we are concerned that the program times and the inconsistent space may be hard on the neuro-diverse community.

Ideally programming space would be available during day-time hours, be accessible for individuals of all abilities, have natural light, and have an accessible bathroom.

## ✦ Potential Future

### Life Campus

Our vision is that all adults with developmental disabilities learn, work, and thrive in our community. Our goal is to create a safe, nurturing physical *HUB* where individuals can come to learn, train, and be active participants within our community – a **Life Campus**. **The Life Campus** in Canmore will provide greater stability, consistency, and dependability for our Neuro-diverse community, and significantly improve the safety and quality of our programs.

To meet our goal of a **Life Campus** we need a consistent space that can be accessed during the day and that can accommodate a variety of different classes. The Life Campus will run Monday to Friday for 4-5 hours per day and all participants will be adult-learners who are neurodiverse. Classes will include resume writing, interview practice, job training, food preparation, and other basic life skills.

In addition, the Life Campus will offer after school programs to young, Neurodiverse students. The afterschool program would build community connection and introduce the life skills programs that would be further reinforced in our adult programs.

## ✦ Our Request to Council

### 1) Advocacy

Bow Valley Connections Centre (BVCC) has put forth a formal “Consideration Request” to Bow Valley Regional Housing requesting that the Board of Directors include BVCC into their Master Plan. This plan includes a permanent space for both a Life Campus and Permanent Supportive Housing on their Canmore lands.

We request that Council support us in discussions with Bow Valley Regional Housing and the Province of Alberta, and that council advocate to the Alberta Social Housing Corporation for the creation of supporting housing for individual with disabilities.

### 2) Life Campus Space


We are ready to launch Life Campus programs. We have funding but we require space. We request council’s support with helping us locate a consistent and affordable daytime space for our emerging Life Campus program.

## ✦ Summary of Issue

Bow Valley Connections Centre is extremely grateful for the grants that we have received from the Town of Canmore. Our participant numbers continue to grow whereby these dollars are more quickly being expended on program delivery. Dedicated in-kind space would allow us to dedicate more of our dollars to direct program delivery.

*Together, let us make this a turning point in history. A point where individuals with autism and other neurodiversity’s, along with their families, know that a diagnosis need not stand in the way of friendships, jobs, supportive communities, and homes of their own. Through our collaborative efforts, short and long-range planning, we can make this happen!*

Thank you for your time and consideration!

 Town of <b>CANMORE</b>	<b>Council Policy</b>
<b>Policy Title:</b>	<b>Facility Allocation</b>
<b>Policy Number:</b>	REC-001
<b>Date in Effect:</b>	July 6, 2021

**POLICY STATEMENT**

1. The Town is committed to the principle and practice of fair and equitable allocation of resources and opportunities to all sports, leisure, social and cultural organizations, both new and historic.

**PURPOSE**

2. This policy sets out the criteria administration must follow when allocating access to Recreation Facilities.

**DEFINITIONS**

3. In this policy:
  - a) “Town Sponsored Program” means a program or event which is organized and administered by the Town (for example Drop-in Public Skate, or Adult Learn to Swim),
  - b) “Community Event” means an activity approved by the Community Events Committee,
  - c) “Commercial Group” means any individual, company or organization engaged in the pursuit of business for profit through the use of Town facilities,
  - d) “Adult Group” means a non-commercial group that includes a majority of adult participants aged 18 or over (for example, Canmore No-Hit Hockey or Bow Valley Ultimate),
  - e) “Stakeholder Group” means a non-commercial facility customer group who is requesting consistent use of a facility over an extended period of time (for example, seasonally),
  - f) “Resident Group” means any group that includes 50% or more Canmore, Morley and/or MD of Bighorn residents,
  - g) “Regional Group” means any group that includes 50% or more Canmore, Morley, MD of Bighorn, Banff and/or ID 9 residents,
  - h) “Non-Resident” means any group that includes less than 50% Canmore, Morley, MD of Bighorn residents, Banff and/or ID 9 residents.

Policy approved by: CM JB

- i) “In Season” means activities that take place during generally accepted sport seasons (for example Soccer season: May – October),
- j) “Out of Season” means activities that take place contrary to generally accepted sport seasons (for example Arena use: April - August),
- k) “Participation List” means a complete list of current program participants indicating age, gender, residency and program level,
- l) “Recreation Facilities” means arenas/ice surfaces, pools, gymnasiums/fitness spaces, sport fields/courts/parks, ball diamonds, multi-purpose rooms, climbing facilities, common spaces within the Canmore Recreation Center and Elevation Place

**ALLOCATION CRITERIA**

4. Administration must follow the following criteria areas to guide allocation of Recreation Facility access:

- a) User Profile
  - i) 1st Priority: Town Sponsored Programs and Community Events
  - ii) 2nd Priority: Youth Stakeholder Groups - In Season
  - iii) 3rd Priority: Adult Stakeholder Groups - In Season
  - iv) 4th Priority: Youth Groups - In Season
  - v) 5th Priority: Adult Groups - In Season
  - vi) 6th Priority: Youth and Adult Groups - Out of Season
  - vii) 7th Priority: Commercial Groups
- b) Residency
  - i) 1st Priority: Resident Groups
  - ii) 2nd Priority: Regional Groups
  - iii) 3rd Priority: Non-Resident Groups
- c) Function Profile
  - i) 1st Priority: Town Sponsored Programs and Community Events
  - ii) 2nd Priority: Local Tournaments/Competition/Events
  - iii) 3rd Priority: Games/Practices
  - iv) 4th Priority: National Tournaments/Competition/Events
  - v) 5th Priority: Provincial Tournaments/Competition/Events
- d) Past Performance (rated on a scale ranging from (1) very good to (5) very poor)
  - i) Timely submission of full rental payments to the Town,
  - ii) Provision of complete and accurate Participation Lists,
  - iii) Efficient use of facilities,
  - iv) Equitable treatment of any person or group, and
  - v) Adherence to the conditions of use as identified in the Facility Rental Permit Terms and Conditions

Policy approved by:

- e) Economic Benefit to the Town (rated on a scale ranging from (1) very good to (5) very poor)
  - i) The economic benefit criteria are considered more heavily outside of regular season periods (for example Arena: April - August),
  - ii) Net revenue to the Town, and
  - iii) Economic gain to the community.
- 5. Allocation Process
  - a) Administration assesses all requests for Recreation Facility access against the allocation criteria in writing using a standardized evaluation form.
  - b) Any individual or group that has applied for Recreation Facility access is granted access to their own completed evaluation.

**RESPONSIBILITIES**

- 6. The Manager of Recreation Services:
  - a) Ensures that Town staff making allocation decisions are aware of, and act in accordance with, this policy, and
  - b) Provides the final decision on any Recreation Facility user appeals.

**POLICY REVIEW**

- 7. This policy will be reviewed by Council every four years.

**RELATED DOCUMENTS**

- 8. Recreation Services Policy REC-004
- 9. Community Events Policy AE-002

**ATTACHMENTS**

None

**REPEALS POLICY:** Facility Allocation Policy REC-001 (209-2007) approved April 17, 2007

**AUTHORIZATION:**

  
 \_\_\_\_\_  
 John Borrowman  
 Mayor

  
 \_\_\_\_\_  
 Cheryl Hyde  
 Municipal Clerk

Policy approved by: 

**REVISION HISTORY**

<b>Action</b>	<b>Date</b>	<b>Council Motion</b>	<b>Notes</b>
Approved	2021-07-06	176-2021	

Policy approved by: CM VB



# Request for Decision

**DATE OF MEETING:** October 4, 2022 **Agenda #:** G-1

**TO:** Council

**SUBJECT:** Borrowing Bylaw 2022-20 for Clean Energy Improvement Program

**SUBMITTED BY:** Palki Biswas, Manager of Finance

**RECOMMENDATION:**

1. That Council give second reading to Borrowing Bylaw 2022-20.
2. That Council give third reading to Borrowing Bylaw 2022-20.

## EXECUTIVE SUMMARY

On August 16, 2022, Council gave first reading to the Borrowing Bylaw 2022-20. This borrowing bylaw is associated with the Clean Energy Improvement Program (CEIP) bylaw that outlines the intent of the Town to make a borrowing for the purpose of financing clean energy improvements and authorizes Council to impose, with respect to each clean energy improvement, a clean energy improvement tax to raise revenue to pay the amount borrowed by the Town to fund improvements.

As per the borrowing requirements, the proposed bylaw was advertised. This was done on the Town website and the Rocky Mountain Outlook on August 25 and September 1. No petition or comments have been received; the deadline to provide either of these was September 16. Pursuant to the Municipal Government Act (MGA), Council may now give second and third readings to Borrowing Bylaw 2022-20.

## RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

August 16, 2022: Council gave first reading to Clean Energy Improvement Tax Bylaw 2022-21 and scheduled a public hearing on September 6, 2022. Council also gave first reading to Borrowing Bylaw 2022-20.

September 6, 2022 – Council gave second and third readings to Clean Energy Improvement Tax Bylaw 2022-21 which authorizes the Town to proceed with the clean energy improvement program, a financing program that facilitates the construction and installation of qualified clean energy improvement to eligible properties.

## DISCUSSION

Over the course of up to a four-year period, the Town will borrow funds totaling up to \$1,500,000 from a financial institution and the Green Municipal Fund, a program delivered by the Federation of Canadian Municipalities (FCM) and funded by the Government of Canada, to finance approved eligible clean energy improvements.

The principal amount of the outstanding debt (audited) for the Town of Canmore at December 31, 2021 is \$39,929,639. The Town is well within the allowed provincial and self-established debt limits.



The program enables municipalities to offer competitive financing to property owners for energy efficiency and renewable energy upgrades. With CEIP, up to 100% of project costs are covered. Once upgrades are installed and approved, repayment is made through the property owner’s municipal property tax bill. Property financing is tied to the property, not the property owner.

The Alberta Municipal Services Corporation (AMSC) is the designated program administrator in Alberta. AMSC has provided guidance to the Town on the projected costs for the program start-up and implementation over four years. Projected CEIP uptake is based on a market study conducted by AMSC and the funding of this program is planned as follows:

Funding Source	Description	Amount	Percentage of Total Budget (%)
Green Municipal Fund	Grant	\$ 540,986	27
Green Municipal Fund	Loan <i>(interest free)</i>	1,081,974	53
Town of Canmore	Debt Financing	405,740	20
<b>TOTAL</b>		<b>\$ 2,028,700*</b>	<b>100%</b>

*\*This number has been rounded in the bylaw showing a total cost of \$2,041,000 with debenture funding of \$1,500,000 and grant funding of \$541,000.*

The aggregate amount of the *interest free* loan and grant from FCM will be equal to approximately \$1,622,960 which is equivalent to eighty percent (80%) of eligible program costs. Over the course of a four-year period, the Town will be debt financing the remaining \$405,740 or twenty percent (20%) of the program costs from a financial institution.

This borrowing bylaw is for the residential program funding only. When a borrowing bylaw is approved, it ensures compliance with the Municipal Government Act and the Government of Alberta’s lending policy, thus allowing the debenture borrowing to proceed. For the CEIP to start, administration must bring the bylaw to Council. The debenture is not drawn until actual expenditures warrant the need for debt funding. Depending on the timing of the CEIP launch, the actual debenture will be drawn in 2023.

The debenture bylaw approval process has set timelines. The process of enacting borrowing bylaws required that they be advertised for two consecutive weeks and the public be given fifteen days from the last date of advertisement to provide comments or to petition against the propose borrowing. Borrowing Bylaw 2022-20 will be valid thirty days from the day that Council gives second and third readings which in this case will be on November 4 if no application is made to the Court of King’s Bench.

**ANALYSIS OF ALTERNATIVES**

Although not recommended by administration, Council could choose to amend, defeat or table Borrowing Bylaw 2022-20. Should the debenture not be approved or tabled, this project will be delayed until alternate means of financing are arranged.

**FINANCIAL IMPACTS**

FCM Loan: The *interest free* loan of \$1,081,974 will be received from FCM over the course of 4 years of implementation of the CEIP. The term of the loan will start on the initial loan disbursement date and end 300 months (25 years) after the initial loan disbursement date.

Town Debt Financing: The Town will be debt financing the remaining \$405,740 from a Line of Credit with Bank of Montreal at prime rate. The prime rate will vary depending on the time of the actual debenture draw, not expected to occur until sometime in 2023. It is impossible to know the prime rate that will be in effect on the date of borrowing, so this draft bylaw proposes a maximum interest rate of 7.0% to allow room for any prime rate changes between now and when the debenture is taken. For each CEIP project, the interest rate charged to the property owners will be a blended fixed rate based on the loan amounts from FCM and the financial institution.

**STAKEHOLDER ENGAGEMENT**

MGA/Government of Alberta debenture bylaw approval process

Advertising in the Rocky Mountain Outlook

**ATTACHMENTS**

- 1). Borrowing Bylaw 2022-20 Clean Energy Improvement Program (CEIP)

**AUTHORIZATION**

Submitted by: Palki Biswas  
Manager of Finance Date: September 12, 2022

Approved by: Therese Rogers  
General Manager of Corporate Services Date: September 13, 2022

Approved by: Sally Caudill  
Chief Administrative Officer Date: September 26, 2022

**BYLAW 2022-20**

**A BYLAW OF THE TOWN OF CANMORE, IN THE PROVINCE OF ALBERTA, TO INCUR INDEBTEDNESS BY THE ISSUANCE OF DEBENTURE(S) IN THE AMOUNT OF UP TO \$1,500,000 FOR THE PURPOSE OF FINANCING THE CLEAN ENERGY IMPROVEMENT PROGRAM**

---

**WHEREAS** the Council of the Town of Canmore has decided to issue a bylaw pursuant to the *Municipal Government Act* to authorize the financing of the Clean Energy Improvement Program; and

**WHEREAS** plans and program details have been prepared and the total cost of the first four years of the program is estimated to be \$2,041,000; and

**WHEREAS** the Council of the Town of Canmore estimates the following contributions will be applied to the program:

Debentures	\$1,500,000
Grant	<u>541,000</u>
Total Cost	\$2,041,000

**WHEREAS** in order to complete the program, it will be necessary for the Town of Canmore to borrow the sum of \$1,500,000 for a period not to exceed twenty-five years, from the Federation of Canadian Municipalities and another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw; and

**WHEREAS** the principal amount of the outstanding debt of the Town of Canmore at December 31, 2021 is \$39,929,639 and no part of the principal or interest is in arrears; and

**WHEREAS** all required approvals for the program have been obtained and the program is in compliance with all acts and regulations of the Province of Alberta,

**NOW THEREFORE** the Council of the Town of Canmore, duly assembled, enacts as follows:

**CITATION**

- 1 This bylaw may be cited as “Borrowing Bylaw 2022-20 Clean Energy Improvement Program”

**PROVISIONS**

- 2 Over the course of up to a four-year period, and in the form of a line of credit or other loan instrument, the Town will borrow funds totaling up to one million five hundred thousand dollars (\$1,500,000) from a financial institution and the Green Municipal Fund, a program delivered by the Federation of Canadian Municipalities and funded by the Government of Canada, in order to finance approved Eligible Clean Energy Improvements.

- 3 The proper officers of the Town of Canmore are hereby authorized to issue debenture(s) on behalf of the Town of Canmore for the amount and purpose as authorized by this bylaw, namely the Clean Energy Improvement Program.
- 4 The borrowed amount will have a maximum rate of interest of 7%, a maximum term of 25 years, and repayment terms including principal and interest, plus other fees or charges applicable to the borrowing.
- 5 The principal and interest owing under the borrowing will be paid using the proceeds from the Clean Energy Improvement Tax and other payments that may be made by the property owners with respect to the applicable Eligible Clean Energy Improvements.
- 6 The indebtedness shall be contracted on the credit and security of the Town of Canmore.
- 7 The net amount borrowed under the bylaw shall be applied only to the program specified by this bylaw.
- 8 This bylaw comes into force on the date it is passed.

FIRST READING: August 16, 2022

SECOND READING:

THIRD READING:

Approved on behalf of the Town of Canmore:

\_\_\_\_\_  
Sean Krausert  
Mayor

\_\_\_\_\_  
Date

\_\_\_\_\_  
Cheryl Hyde  
Municipal Clerk

\_\_\_\_\_  
Date



# Request for Decision

**DATE OF MEETING:** October 4, 2022 **Agenda #:** H-1

**TO:** Council

**SUBJECT:** 2022 New FRIAA Grant Funded Projects

**SUBMITTED BY:** Keri Martens, Deputy Fire Chief

**RECOMMENDATION:** That Council approve two new 2022 capital projects with grant funds from Forest Resource Improvement Association of Alberta (FRIAA): Vegetation Management Plan Update for \$15,000 and Wildfire Preparedness Plan Update for \$15,000.

## EXECUTIVE SUMMARY

Administration applied for and was subsequently granted award on two separate grants for a total of \$30,000 through the Forest Resource Improvement Association of Alberta (FRIAA) FireSmart Program in May 2022. The first grant will be used to update the existing Town of Canmore Wildfire Mitigation Strategy via Vegetation Management Plan Update. The second grant will be used to develop a strategic level Wildfire Preparedness Guide and to update the tactical level Structure Protection and Sprinkler Plan.

## RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

Council approved Wildfire Mitigation Strategy in 2018 (motion 102-2018), which includes the work outlined in the application.

Council approved a resolution to apply for the FRIAA grant on 1 March 2022 (motion 51-2022).

## DISCUSSION

The Town of Canmore Wildfire Mitigation Strategy was last updated in 2018 and requires revision to show projects completed since then. An updated strategy will provide the Town with the best information possible as administration plans and moves forward with future vegetation management projects. The update will also allow for review of historical work and to consider mitigation requirements of new developments throughout the community.

During the 2021 Emergency Management exercise, it was determined that the 2018 Structure Protection Pre-plan requires revision. Changes are required based on developments and large-scale fuel breaks that have been completed over the past several years.

## ANALYSIS OF ALTERNATIVES

N/A

**FINANCIAL IMPACTS**

The request to add two new capital projects will be fully funded by the FRIAA grant for a total of \$30,000. There is no impact to the 2022 approved operating budget outside of tasks already assigned to daily work activities.

**STAKEHOLDER ENGAGEMENT**

Stakeholder engagement with these projects will be minimal however outreach will take place as required.

**ATTACHMENTS**

1. Town of Canmore Wildfire Mitigation Strategy
2. 2019 Wildfire Preparedness Guide

**AUTHORIZATION**

Submitted by:	Keri Martens Deputy Fire Chief	Date:	<u>September 6, 2022</u>
Approved by:	Palki Biswas Manager of Finance	Date:	<u>September 15, 2022</u>
Approved by:	Lance Bushie Fire Chief	Date:	<u>September 15, 2022</u>
Approved by:	Scott McKay GM of Municipal Services	Date:	<u>September 16, 2022</u>
Approved by:	Therese Rogers Acting Chief Administrative Officer	Date:	<u>September 16, 2022</u>

# **Town of Canmore Wildfire Mitigation Strategy Review**



**Prepared for:  
Town of Canmore**



**March 2018**

**Stew Walkinshaw, R.P.F.**



**Canmore, AB.**

**Phone: (403) 678-7054    Email: [montane@shaw.ca](mailto:montane@shaw.ca)**

# Table of Contents

	<b>Executive Summary</b> .....	iii
<b>1</b>	<b>Introduction</b> .....	1
<b>2</b>	<b>Planning Area</b> .....	1
<b>3</b>	<b>Hazard Assessment</b> .....	2
<b>4</b>	<b>Vegetation Management Options</b> .....	5
	4.1 Priority Zone 1	
	4.2 Priority Zones 2-3	
	4.2.1 Completed Vegetation Management	
	4.2.2 Proposed Vegetation Management	
	4.3 Vegetation Management Maintenance	
<b>5</b>	<b>Development &amp; Legislation Options</b> .....	12
	5.1 Exterior Structural Materials	
	5.2 Development Legislation & Policy	
<b>6</b>	<b>Public Education &amp; Engagement Options</b> .....	15
	6.1 FireSmart Education and Awareness	
	6.2 Key Messages	
	6.3 Communication Methods	
<b>7</b>	<b>Interagency Cooperation and Cross-Training Options</b> .....	17
	7.1 Inter-Agency Cooperation	
	7.2 Cross-Training	
<b>8</b>	<b>Emergency Planning Options</b> .....	18
	8.1 Municipal Emergency Management Plan	
	8.2 Wildfire Preparedness Guide	
	8.3 Structure Protection Equipment	
<b>9</b>	<b>Implementation Plan</b> .....	19
<b>10</b>	<b>References</b> .....	22



# Executive Summary

The Town of Canmore has been implementing FireSmart mitigation measures for over fifteen years and based on the accomplishment of many of the recommendations in the previous plans the Town has identified the need to review and update the Wildfire Mitigation Strategy. Twelve recommendations have been developed to assist the Town of Canmore with moving towards a FireSmart community over the next five years.

The Town of Canmore is a wildland/urban interface community. The term “wildland/urban interface” is used to define areas where combustible wildland fuels are found adjacent to human development and wildfires have the potential to interact with that development.

## Hazard Assessment

Wildfire behaviour potential analysis indicates:

- There are approximately 35 days per year with Very High or Extreme fire danger levels and winds on those days are predominantly from the southwest and west.
- Wildland fuels within and surrounding the Town of Canmore are primarily coniferous pine and spruce with the ability to produce extreme wildfire behaviour including long-range ember spotting under the right conditions.
- Down-valley spread from west to east is the most probable wildfire spread direction.
- The Carrot Creek and Canmore Nordic Centre West fuelbreaks along the east-boundary of Banff National Park provide an excellent containment line for wildfire operations.
- Perimeter developments and those at the crest of forested slopes are at the highest threat while those in the centre of Town are at lower threat.

## Vegetation Management

Priority Zone 1 (0-10 metres from structure) vegetation management conducted by residents on their private lots has been minimal and should be considered as an implementation priority for the next five-year term.

The Town of Canmore, Provincial government, developers, and private stakeholders have completed approximately 138 hectares of fuel reduction on municipal, provincial, and deeded lands within the Town of Canmore.

New proposed FireSmart Priority Zone 2-3 (10-100+ metres) vegetation management areas have been identified on Municipal, Provincial, and deeded lands and include areas:

- identified in the previous plan but not yet completed
- to close openings in landscape and community-level fuelbreaks
- adjacent to high-extreme hazard developments that were not identified in the previous plan
- adjacent to developments with limited numbers of structures
- previously completed blocks requiring “second-pass” thinning and/or maintenance

## **Development and Legislation**

The Town of Canmore Land Use Bylaw has required the use of fire-rated roofing materials since 1999 resulting in a significant reduction in the number of combustible roof structures since 2010. Several Town of Canmore critical infrastructure facilities have combustible wood-shake roofing materials putting them at increased threat to airborne firebrand ignition.

The Town of Canmore Municipal Development Plan and Land Use Bylaw both recognize wildfire as a hazard to life and property. The Land Use Bylaw is currently under revision and new FireSmart regulations are being considered.

## **Public Education and Engagement**

Residents, business owners, developers, and Town of Canmore administration and elected officials all need to be aware of the FireSmart hazard and the solutions to minimizing the risk and become a partner in implementation of FireSmart solutions in their own backyards and communities. FireSmart public education and awareness initiatives to create resident engagement in the FireSmart program at the grassroots level are a recommended priority action for the next 3-5 years.

## **Inter-Agency Cooperation & Cross-Training**

The Town of Canmore provides emergency management and fire operations training to Town administration and Fire/Rescue personnel. Cross-training should continue to ensure that staff are trained and competent in protecting the community from wildfire.

## **Emergency Planning**

The Town of Canmore Municipal Emergency Management Plan and Evacuation Plan both use the incident command system model and the Town emergency management team has performed a functional Emergency Coordination Centre exercise for a wildland/urban interface fire within the Town.

The Town of Canmore Wildfire Preparedness Guide has been updated in 2018 and a cross-training exercise is scheduled for fall/2018 to test the plan.

The Town currently does not have any structure protection equipment for quick deployment on a wildland/urban interface fire. A structure protection trailer with sprinklers, pumps, hose, and appliances would improve structure protection response effectiveness.

# 1 Introduction

The Town of Canmore has been implementing FireSmart mitigation measures for over fifteen years based on the findings and recommendations from FireSmart plans developed in 2000 and updated in 2010. Based on the accomplishment of many of the recommendations in the plans and new and proposed development, the Town has identified the need to review and update the plan.

The objectives of the Town of Canmore Wildfire Mitigation Strategy Review are to:

- Update the wildfire hazard assessment
- Review FireSmart mitigation accomplishments
- Set new FireSmart implementation priorities for the next five-year period

This review updates the wildfire hazard assessment and provides findings and accomplishments and updated recommendations for each of the seven-disciplines of wildland/urban interface.

1. Vegetation Management
2. Development
3. Legislation
4. Public Education and Engagement
5. Inter-Agency Cooperation
6. Cross-Training
7. Emergency Planning

Implementation of FireSmart mitigative options will **reduce** the threat of wildfire to structures however it will never **remove** the threat.

This plan should be reviewed and updated at approximately **five-year intervals** to ensure it is based on current conditions.

# 2 Planning Area

The Town of Canmore is a wildland/urban interface community. The term “wildland/urban interface” is used to define areas where combustible wildland fuels are found adjacent to human development and wildfires have the potential to interact with that development.

The planning area includes all lands within the Town of Canmore. Land ownership within the Town includes private, municipal, and provincial lands. Alberta Environment and Parks manages significant forested parcels of Provincial Park lands within the Town of Canmore.

The Town of Canmore has development authority and wildland and structural fire jurisdiction for all lands within the planning area, including Crown lands.

### 3 Hazard Assessment

Wildfire behaviour potential is used to quantify wildfire hazard within and surrounding the Town of Canmore and can be used to identify relative wildfire threat for existing and new development areas and to assist with prioritizing areas for FireSmart vegetation management and/or public education programs. Wildfire behaviour potential will require regular revision based on changes to wildland vegetation conditions in the Bow Valley.

Wildfire behaviour potential uses provincial weather data and wildland fuel types (Map 1) to analyze probable wildfire behavior potential and threat to development from direct flame impingement, radiant heat, and/or short and long-range ember transport (Beverly, 2010).

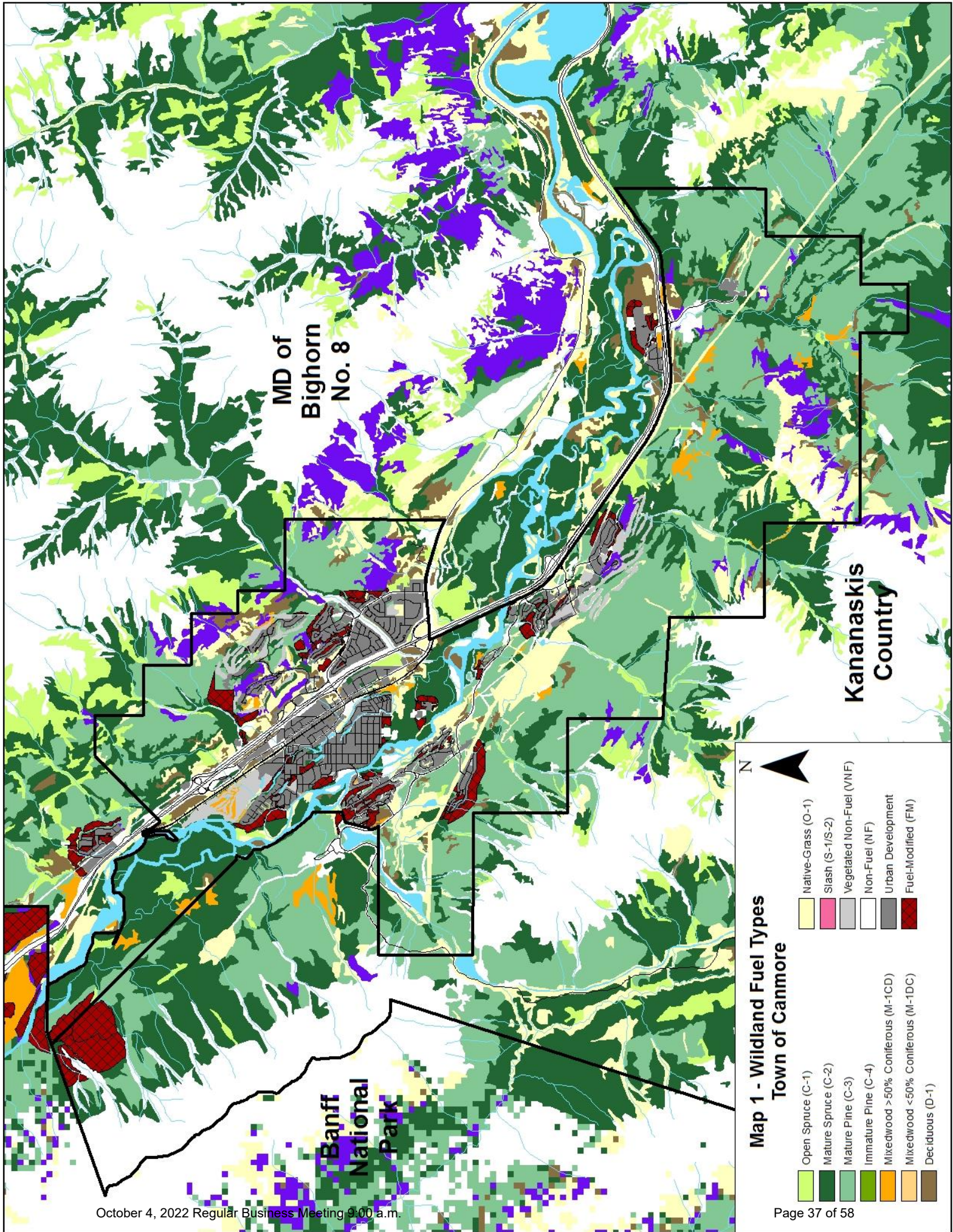
- Fire weather data for a twenty-year period from the Banff weather station is used to determine average number of “spread-event days” per year and the predominant wind direction and speed on those days. A “spread-event” day is defined as “a day when the fire actively spreads with high intensity” which corresponds to a Fire Weather Index value of 19 or higher (Very High or Extreme fire danger) (Podur & Wotton, 2011).
- Fuel types from the provincial Fire Behaviour Prediction (FBP) (Taylor et.al., 1997) fuel grid and Alberta Vegetation Inventory (AVI2FBP) were used. New fuel type changes not reflected on the existing fuel type layers, including new development areas and FireSmart fuel reduction areas, were added from satellite imagery analysis and field inspection.

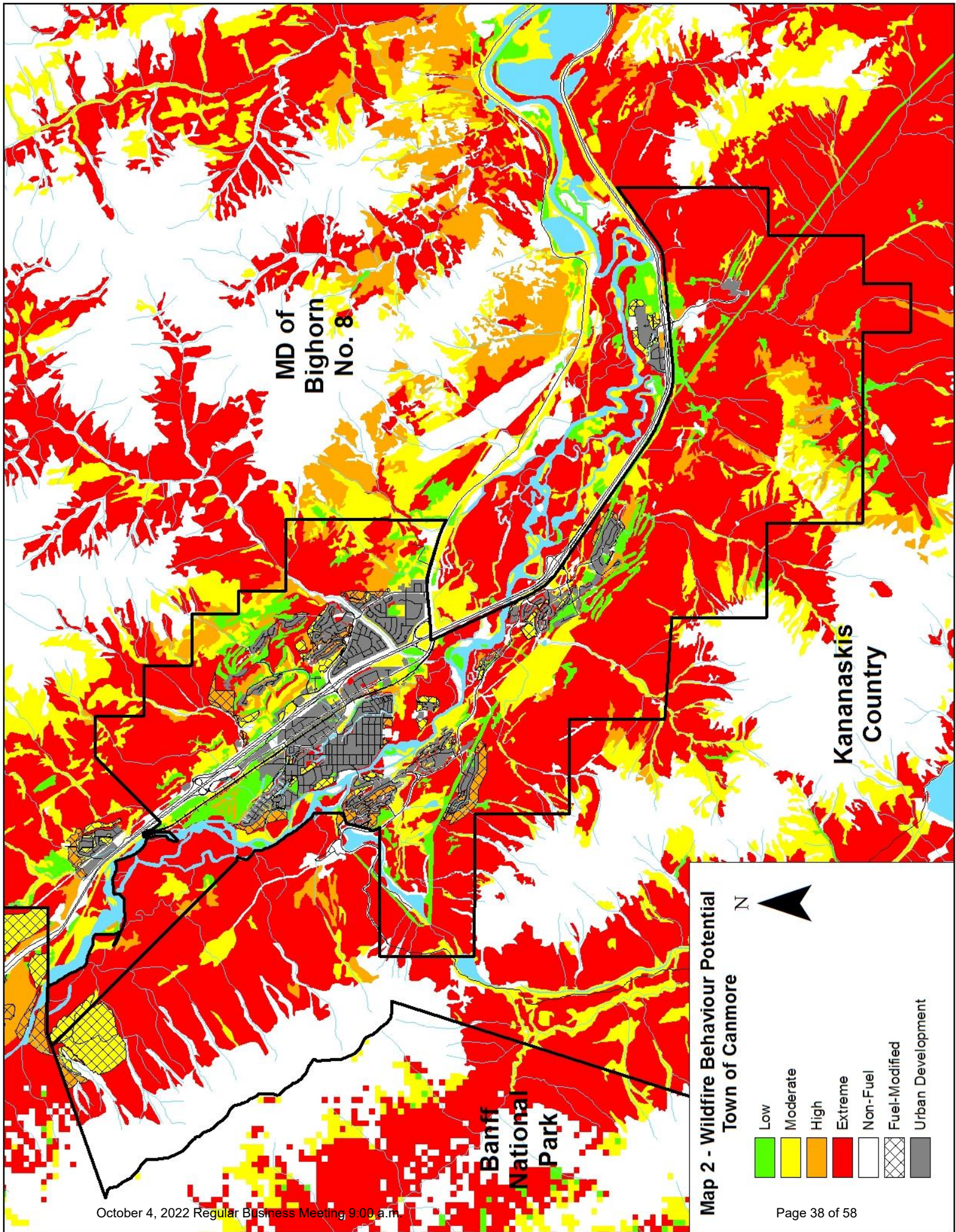
**Wildfire Behaviour Potential (Map 2) for Wildland Fuel Types**

Wildland Fuel Type	Wildfire Behaviour Potential
Mature Pine (C-3)	Extreme
Mature Spruce (C-2)	Extreme
Mature Pine/Douglas Fir (C-7)	High
Mixedwood (M-1)	Moderate
Open Coniferous (C-1)	Moderate
Cured-Grass (O1)	Moderate - Low
Deciduous (D-1)	Low
Vegetated Non-Fuel (VNF)	Low

Wildfire behaviour potential analysis indicates:

- There are approximately 35 days per year with Very High or Extreme fire danger levels and winds on those days are predominantly from the southwest and west.
- Wildland fuels within and surrounding the Town of Canmore are primarily coniferous pine and spruce with the ability to produce extreme wildfire behaviour including long-range ember spotting under the right conditions.
- Down-valley spread from west to east is the most probable wildfire spread direction.
- The Carrot Creek and Canmore Nordic Centre West fuelbreaks along the east-boundary of Banff National Park provide an excellent containment line for wildfire operations.
- Perimeter developments and those at the crest of forested slopes are at the highest threat while those in the centre of Town are at lower threat.





MD of  
Bighorn  
No. 8

Kananaskis  
Country

Banff  
National  
Park

Map 2 - Wildfire Behaviour Potential  
Town of Canmore

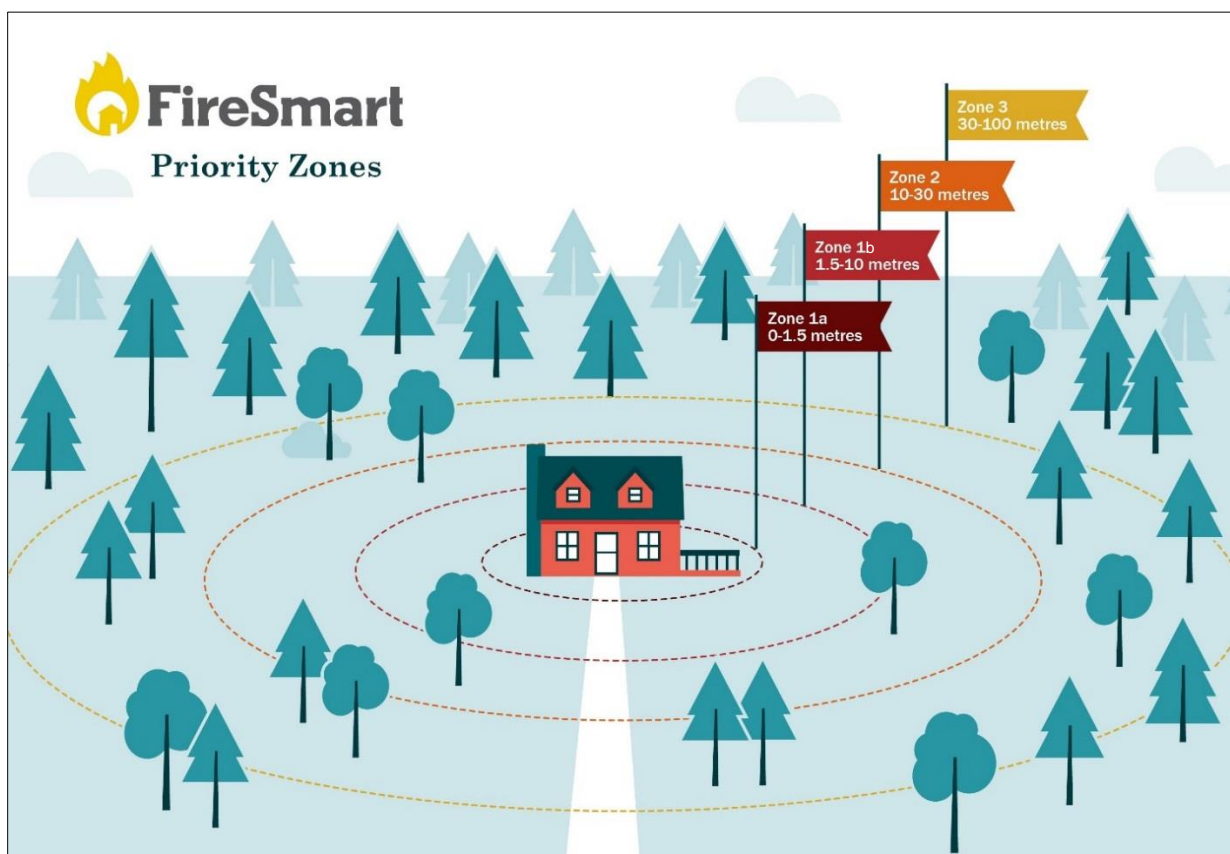


- Low
- Moderate
- High
- Extreme
- Non-Fuel
- Fuel-Modified
- Urban Development

## 4 Vegetation Management Options

The goal of vegetation management is to create a fuel-reduced buffer between structures and flammable wildland vegetation to reduce the intensity and rate of spread of wildfire approaching or leaving the development. Vegetation management options are proposed to reduce the threat of wildfire to developed areas however **they do not ensure structure survival under all hazard conditions.**

FireSmart standards refer to three interface priority zones with vegetation management for interface structures recommended in Zones 1 and 2 at a minimum and in Zone 3 based on hazard and risk (PIP, 2003).



**FireSmart Priority Zones**

**Priority Zone 1** is the area extending from the structure a minimum of 10 metres in all directions and is separated into Priority Zone 1a and 1b. Priority Zone 1a is the non-combustible zone 1.5 metres out from the structure and any attachments such as decks or porches. Priority Zone 1b is the area from 1.5 metres out to 10 metres from the structure.

FireSmart recommended guidelines recommend **removal or conversion** of all combustible wildland fuels with the objective to **create an environment that will not support any wildfire.**

FireSmart **Priority Zone 1** vegetation management options to reduce the wildfire threat to structures may include:

- **Removal** of all flammable forest vegetation in the immediate area of the structure and **reduction** of flammable forest vegetation away from the immediate area of the structure
- **Pruning** of all limbs to a minimum height of 2 metres from ground level on residual evergreen trees
- **Establishment** of a non-combustible surface cover around the structure **including removal of flammable ornamental landscaping species (e.g. juniper, mugo pine) and bark mulch**
- **Removal** of all dead and down forest vegetation
- **Removal** of all combustible material piles (firewood, lumber, etc.) within 10 metres of the structure
- Regular **maintenance** to ensure that all combustible needles and leaves are removed and annual grasses are mowed to less than 10 centimetres

**Priority Zones 2 and 3** are the areas beginning 10 metres from the structure and extending to 30 metres (Zone 2) and 100 metres or farther (Zone 3). FireSmart guidelines recommend **reduction** of combustible wildland fuels in Zones 2 and 3, based on hazard and risk, with the objective to **create an environment that will only support fires of lower intensity and rate of spread.**

Structures in forested areas should treat Zone 2 (10-30m) at a minimum while those structures with High/Extreme hazard levels resulting from heavy continuous evergreen forest and/or steep topography should be treated in Zones 2 and 3 (10-100m).

FireSmart **Priority Zone 2-3** vegetation management options include:

- **Thinning and/or removal** of flammable forest vegetation
- **Pruning** of all limbs to a minimum height of 2 metres from ground level on residual evergreen trees
- **Removal** of all dead and down forest vegetation from the forest floor
- Regular **maintenance** to ensure that all flammable regrowth, dead and down and dead standing are removed



## 4.1 Priority Zone 1

Some residents and condominium associations have become engaged in reducing the wildfire threat on and adjacent to their properties due to recent wildland/urban interface events in western Canada however, Priority Zone 1 vegetation management conducted by residents on their private lots has been minimal and should be considered as an implementation priority for the next five-year term.



**Inadequate Priority Zone 1 on Private Lands**

**Recommendation 1:** Increase FireSmart public education and awareness to improve resident implementation of FireSmart Priority Zone 1 fuel reduction standards. Residents in Silvertip, Benchlands Terrace, Eagle Terrace, Canyon Ridge, Peaks of Grassi, Homesteads/Prospects, Cairns on the Bow, Three Sisters Creek, Rundlevue and Alpine Club of Canada are priority areas.

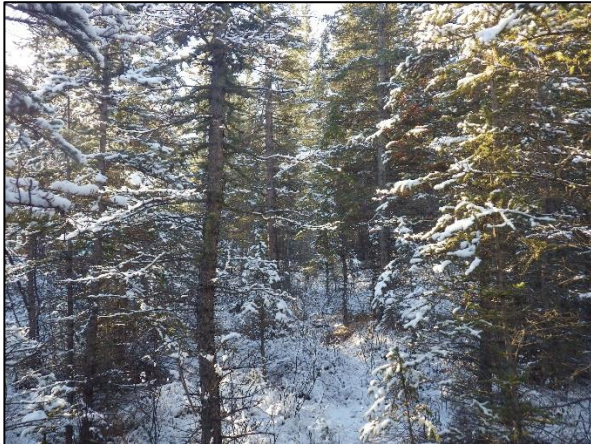
## 4.2 Priority Zones 2-3

### 4.2.1 Completed Vegetation Management

Since 2010, the Town of Canmore has completed several fuel reduction projects on Municipal and Provincial crown lands using grant and Town of Canmore funding, developers have completed fuel reduction within and adjacent to new and existing development areas, the Alberta Conservation Association has re-commenced fuel reduction on the Eagle Terrace wildlife corridor, and Kananaskis Improvement District has completed fuel reduction adjacent to the Town boundary in Canmore Nordic Centre Provincial Park (Map 3).

#### Completed Zone 2-3 Fuel Reduction – 2010-2017

Agency	Completed Area (Ha)			Totals
	Municipal Land	Provincial Land	Deeded Land	
Town of Canmore	50.5	72.1		122.6
Kananaskis Improvement District		2.4		2.4
Developers		2.7	6.3	9.0
Land Owners			3.8	3.8
<b>Totals</b>	<b>50.5</b>	<b>77.2</b>	<b>10.1</b>	<b>137.8</b>



2017 Waste Water Treatment Plant - Before



2017 Waste Water Treatment Plant - After



2016 Peaks of Grassi - Before



2016 Peaks of Grassi - After

## 4.2.2 Proposed Vegetation Management

Proposed vegetation management areas consist of new blocks and completed blocks that require second-pass thinning (Map 3).

New blocks have been identified on Municipal, Provincial, and deeded lands and include areas:

- identified in the previous plan but not yet completed
- to close openings in landscape and community-level fuelbreaks
- adjacent to high-extreme hazard developments that were not identified in the previous plan
- adjacent to developments with limited numbers of structures

Several of the completed fuel reduction projects were designed as a “two-pass removal” system to reduce blowdown potential with second-pass thinning proposed approximately 10 years after the first-pass to achieve the desired FireSmart objective.



“First-Pass” Thinning Completed – Peaks of Grassi 2015

**Proposed vegetation areas in this plan are conceptual at this time and require detailed field reconnaissance and prescription development prior to implementation.**

**Recommendation 2:** Complete proposed Zone 2-3 fuel reduction on Municipal and Provincial lands and begin second-pass thinning of the completed fuel reduction blocks.

**Recommendation 3:** Communicate and work cooperatively with private land-owners to have them complete Zone 2-3 vegetation management on deeded lands that present wildfire threat to developed areas.

### 4.3 Vegetation Management Maintenance

The Provincial government completed maintenance on the Canmore Nordic Centre West fuelbreak in 2014 and the Alberta Conservation Association completed maintenance on the Eagle Terrace wildlife corridor fuelbreak in 2015.



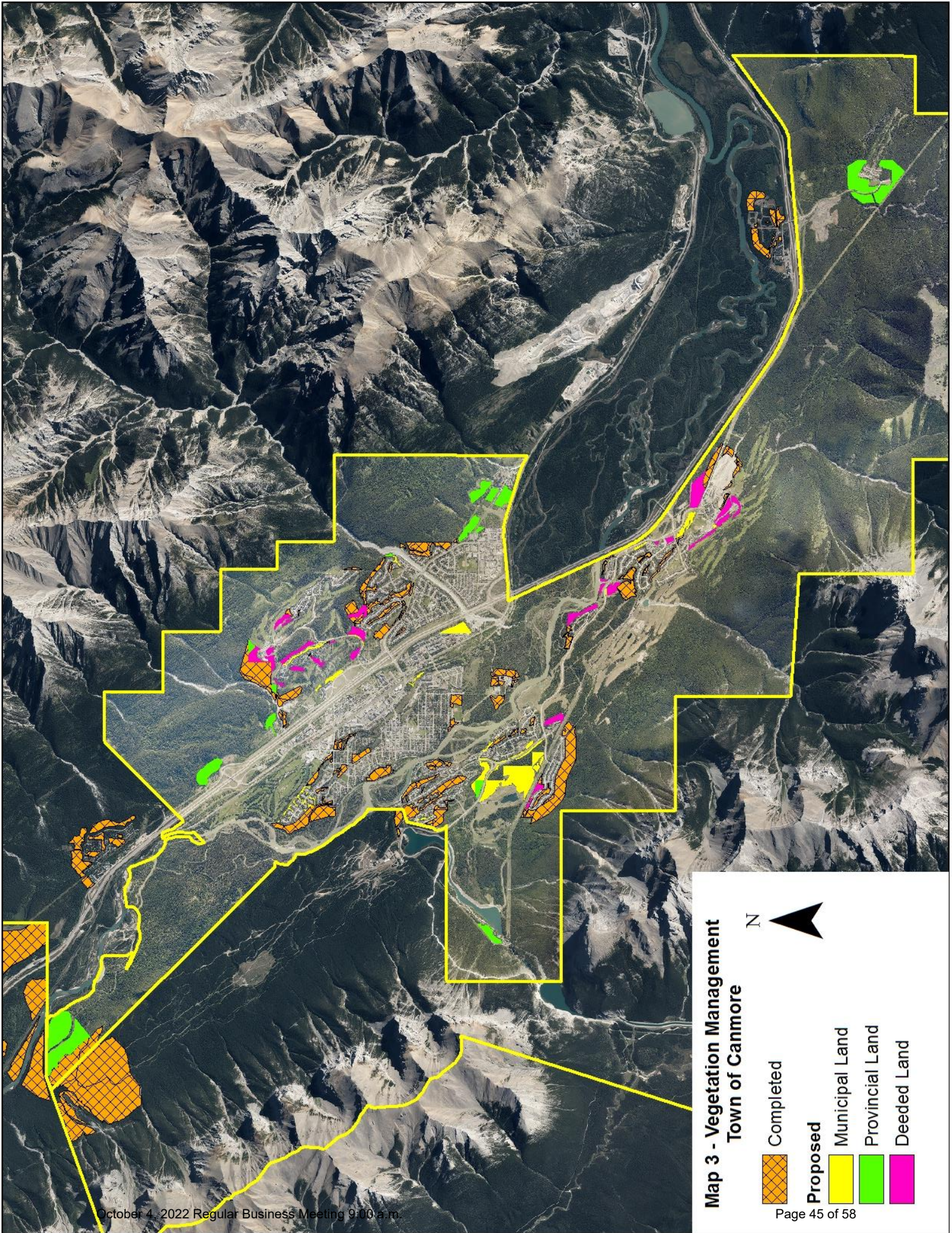
**2015 ACA Eagle Terrace Fuelbreak Maintenance In-Progress**

Many of the completed Town of Canmore fuel reduction blocks were completed between 10 and 15 years ago and require maintenance.







**2001 Fuelbreak Maintenance Needed**

**Recommendation 4:** Conduct inspections of all completed fuelbreaks and implement maintenance for those that require it.



**Map 3 - Vegetation Management  
Town of Canmore**



-  Completed
- Proposed**
-  Municipal Land
-  Provincial Land
-  Deeded Land

## 5. Development and Legislation Options

Consideration of wildfire at the development planning stage is encouraged to ensure that wildfire hazard is identified and the appropriate mitigation measures are implemented prior to and/or during development. FireSmart recommended guidelines for structural and infrastructure options may be implemented through developer and resident education and engagement and through adoption of development legislation and policy that recognizes FireSmart principles for new and existing developments.

Fire-resistant exterior structure products are becoming more common in interface community development and reduce the losses during interface wildfires (CAL-FIRE, 2011). The Fort McMurray (2016) wildfire provided excellent information on the need for fire-resistant exterior structure materials in interface communities to reduce the likelihood of structure ignition from airborne firebrands and/or radiant heat (Westhaver, 2017).

### 5.1 Exterior Structural Materials

The Town of Canmore Land Use Bylaw has required the use of fire-rated roofing materials since 1999. The impact of this on new development along with resident roof-replacements on existing structures has resulted in a significant reduction in the number of combustible roof structures since 2010.

The following Town of Canmore critical infrastructure facilities have combustible wood-shake roofing materials putting them at increased threat to airborne firebrand ignition.

- Benchlands Pumphouse 4
- Engine Bridge Pumphouse 3
- Canyon Ridge Pumphouse 5
- Elk Run Lift Station 6
- Palliser Trail Lift Station 7



**Town of Canmore Benchlands Pumphouse 4 with Combustible Wood-Shake Roof**

**Recommendation 5:** Replace combustible wood-shake roofing materials with ULC-rated roofing materials on all Town critical infrastructure facilities.

## 5.2 Development Legislation and Policy

The Town of Canmore Municipal Development Plan requires applicants for subdivision or development proposal to undertake and submit a Wildfire Risk Assessment with recommendations to reduce the wildfire hazard to the development. The MDP policy does not require applicants to implement the recommendations.

**Recommendation 6:** Revise the Municipal Development Plan and/or the Land Use Bylaw to require subdivision or development applicants to implement the recommendations in the Wildfire Risk Assessment.

Reduction of the ignition potential and combustibility of interface structures and immediately adjacent lands is critical to minimizing structure losses from interface wildfires. The Town of Canmore Land Use Bylaw is currently under revision and the Town is considering additional FireSmart development requirements.

**Recommendation 7:** Upgrade the FireSmart requirements in the revised Town of Canmore Land Use Bylaw to include fire-resistant siding and decking materials and Priority Zones 1-3 vegetation management for new development and consider regulation for retro-fits of existing structures in future Land Use Bylaw revisions.

The Town of Canmore Engineering Design and Construction Guidelines (2010) regulate infrastructure standards in future development areas. All standards within this document meet or exceed FireSmart recommended guidelines.

The Town of Canmore Construction and Landscaping Standards (2016) conflict with FireSmart recommended guidelines in the following locations:

- Section 6.9 provides several combustible non-FireSmart tree and shrub species as acceptable species for planting in the Town of Canmore
- Section 6.13 provides combustible bark and cedar chips as acceptable bed-cover materials

The Town, developers, and many residents and condominium associations are using bark mulch as bed-covers increasing the risk of ember ignition in close proximity to structures.



**Combustible Bark Mulch Landscaping**

**Recommendation 8:** Revise Section 6 of the Town of Canmore Construction & Landscaping Standards (2016) to meet FireSmart recommended guidelines related to acceptable plant species and the use of combustible bark mulch for landscaping.



## 6. Public Education & Engagement Options

FireSmart public education and awareness are a key component to taking action. Residents, business owners, developers, and Town of Canmore administration and elected officials all need to be aware of the FireSmart hazard and the solutions to minimizing the risk and become a partner in implementation of FireSmart solutions in their own backyards and communities.

### 6.1 FireSmart Education and Awareness

Recommendation 6 in the 2010 plan stated “The Town of Canmore should develop and implement a formal FireSmart communications strategy to identify key issues, target audiences, key messages, education methods and tools, timing, budget, and responsible agencies. One key component should focus on resident education regarding development and maintenance of FireSmart Priority Zone 1 standards immediately adjacent to homes.”

Since 2010, there has been minimal FireSmart public education and awareness initiatives to create resident engagement in the FireSmart program at the grassroots level.

### 6.2 Key Messages

Key messages for residents may include:

- Use non-combustible roofing, siding, decking, and fencing materials for new structures or renovations of existing structures
- Skirt the undersides of your decks and porches to reduce the chances of fire getting underneath and ensure that decks greater than 2 metres from ground-level have a non-combustible surface cover underneath and surrounding for a minimum of 1.5 metres
- Priority Zones 1 and 2 are the most important areas for residents to conduct FireSmart vegetation management
  - Priority Zone 1 (0-10m from structure) should not support wildfire of any kind.
    - Use fire-resistant trees and shrubs and remove flammable species such as spruce, pine, juniper, and cedar
    - Have a non-combustible surface cover (irrigated/maintained lawn <10cm height, gravel, rock gardens)
    - Do not use bark mulch or wood chips for landscaping
    - Store all combustible firewood piles greater than 10m from the structure
    - Remove ground litter and dead/down and dead standing trees annually
  - Priority Zone 2 (10-30m from structure) should only support wildfires of lower intensity and rate of spread.
    - Thin or remove the spruce and pine trees
    - Prune limbs or residual spruce, pine, and fir trees up to 2m from ground-level
    - Provide annual maintenance of grass, ground litter, and dead/down and dead standing trees
- Call Town of Canmore Fire/Rescue to arrange for a FireSmart Hazard Assessment of your home and property

## 6.3 Communication Methods

The FireSmart public education program may be communicated in several ways including but not limited to:

- FireSmart home hazard assessments for residents
- Identify candidate neighborhoods for the FireSmart Canada Community Recognition Program and assist them through the process to become recognized
- Presentations to stakeholder groups (BOWDA, Condo Associations, Town staff)
- Newspaper articles
- FireSmart Canada public education materials displayed at the Town of Canmore Civic Centre front desk
- Development of a FireSmart tab on the Town of Canmore website

**Recommendation 9:** Professional development of a focused, repetitive, long-term FireSmart education and awareness program should be set as a high priority to ensure that residents are aware of options available to reduce the hazard and risk to their properties and are engaged and assisted to take action in their own backyards.

## 7. Inter-Agency Cooperation and Cross-Training Options

Interagency cooperation and cross-training between all stakeholders is necessary to ensure cooperative and effective implementation of FireSmart mitigation options and to coordinate an effective multi-agency response to a wildland/urban interface fire.

### 7.1 Interagency Cooperation

The Town of Canmore and Alberta Wildfire Management continue to hold a Mutual-aid Wildfire Agreement with each other to assist each other with wildfire response, prevention, and cross-training activities.

### 7.2 Cross-Training

Since 2010, the Town of Canmore has provided participants to the following cross-training opportunities:

- Wildland Fire Fighter (NFPA 1051)
- Fire Operations in the Wildland/Urban Interface (S-215)
- Sprinkler Workshop
- Incident Command System (ICS-100 to 400)
- Emergency Coordination Centre Workshops
- Emergency Management Exercises

The Office of the Fire Commissioner is currently developing a wildland/urban interface training curriculum for municipal fire services personnel responding to interface wildfires within their jurisdiction or providing mutual-aid assistance to others that would directly apply to Canmore Fire/Rescue.

**Recommendation 10:** Canmore Fire/Rescue should increase the wildland/urban interface cross-training based on the Extreme wildfire behaviour potential and high values at risk in the Town of Canmore and the future need for Provincial response assistance to other communities impacted by wildland/urban interface fires.

## 8. Emergency Planning Options

Emergency preparedness is an important part of any disaster planning. The need for organization, clear chain of command, and an understanding of job responsibilities during a wildland/urban interface fire are of paramount importance.

### 8.1 Municipal Emergency Management Plan

The Town of Canmore Municipal Emergency Management Plan was updated in 2016 using the incident command system model and includes wildfire in the hazard-specific action plan section. The Town emergency management team has performed a functional Emergency Coordination Centre exercise for a wildland/urban interface fire within the Town.

The Town of Canmore Evacuation Plan (2016) is designed to assist Town emergency management personnel implement an orderly evacuation of portions or all of the Town.

### 8.2 Wildfire Preparedness Guide

The Town of Canmore Wildfire Preparedness Guide was built in 2011 and has been updated in 2018.

**Recommendation 11:** Continue to conduct regular table-top, functional, and field exercises to test emergency management preparedness for a wildland/urban interface fire including the Site and ECC using the Wildfire Preparedness Guide, Municipal Emergency Management Plan, and Evacuation Plan.

### 8.3 Structure Protection Equipment

The Town currently does not have any structure protection equipment for quick deployment on a wildland/urban interface fire. A structure protection trailer with sprinklers, pumps, hose, and appliances would improve structure protection response effectiveness.

**Recommendation 12:** Design and build a Structure Protection trailer with sprinklers, pumps, hose, and appliances to improve response effectiveness to interface wildfires in Canmore.

## 9 Implementation Plan

### Vegetation Management

Item	Recommendation	Responsible Agency
<b>Priority Zone 1</b>	<b>Recommendation 1:</b> Increase FireSmart public education and awareness to improve resident implementation of FireSmart Priority Zone 1 fuel reduction standards. Residents in Silvertip, Benchlands Terrace, Eagle Terrace, Canyon Ridge, Peaks of Grassi, Homesteads/Prospects, Cairns on the Bow, Three Sisters Creek, and Rundlevue are priority areas.	Town of Canmore
<b>Priority Zone 2-3</b>	<b>Recommendation 2:</b> Complete proposed Zone 2-3 fuel reduction on Municipal and Provincial lands and begin second-pass thinning of the completed fuel reduction blocks.	Town of Canmore AB. Wildfire Mgt.
	<b>Recommendation 3:</b> Communicate and work cooperatively with private land-owners to have them complete Zone 2-3 vegetation management on deeded lands that present wildfire threat to developed areas.	Town of Canmore Developers/Land owners
<b>Vegetation Management Maintenance</b>	<b>Recommendation 4:</b> Conduct inspections of all completed fuelbreaks and implement maintenance for those that require it.	Town of Canmore AB. Wildfire Mgt.

## Development & Legislation

Item	Recommendation	Responsible Agency
<b>Structural Materials</b>	<b>Recommendation 5:</b> Replace combustible wood-shake roofing materials with ULC-rated roofing materials on all Town critical infrastructure facilities.	Town of Canmore
<b>Development Legislation &amp; Policy</b>	<b>Recommendation 6:</b> Revise the Municipal Development Plan and/or the Land Use Bylaw to require subdivision or development applicants to implement the recommendations in the Wildfire Risk Assessment.	Town of Canmore
	<b>Recommendation 7:</b> Upgrade the FireSmart requirements in the revised Town of Canmore Land Use Bylaw to include fire-resistant siding and decking materials and Priority Zones 1-3 vegetation management for new development and consider regulation for retro-fits of existing structures in future Land Use Bylaw revisions.	Town of Canmore
	<b>Recommendation 8:</b> Revise Section 6 of the Town of Canmore Construction & Landscaping Standards (2016) to meet FireSmart recommended guidelines related to acceptable plant species and the use of combustible bark mulch for landscaping.	Town of Canmore

## Public Education & Engagement

Item	Recommendation	Responsible Agency
<b>Public Education Program</b>	<b>Recommendation 9:</b> Professional development of a focused, repetitive, long-term FireSmart education and awareness program should be set as a high priority to ensure that residents are aware of options available to reduce the hazard and risk to their properties and are engaged and assisted to take action in their own backyards.	Town of Canmore

### Interagency Cooperation & Cross-Training

Item	Recommendation	Responsible Agency
<b>Cross-Training</b>	<b>Recommendation 10:</b> Canmore Fire/Rescue should increase the wildland/urban interface cross-training based on the Extreme wildfire behaviour potential and high values at risk in the Town of Canmore and the future need for Provincial response assistance to other communities impacted by wildland/urban interface fires.	Town of Canmore

### Emergency Planning

Item	Recommendation	Responsible Agency
<b>Emergency Exercises</b>	<b>Recommendation 11:</b> Continue to conduct regular table-top, functional, and field exercises to test emergency management preparedness for a wildland/urban interface fire including the Site and ECC using the Wildfire Preparedness Guide, Municipal Emergency Management Plan, and Evacuation Plan.	Town of Canmore
<b>Structure Protection Equipment</b>	<b>Recommendation 12:</b> Design and build a Structure Protection trailer with sprinklers, pumps, hose, and appliances to improve response effectiveness to interface wildfires in Canmore.	Town of Canmore

## 10 References

- Beverly, J.L. et.al., 2010. Assessing Exposure of the Built Environment to Potential Ignition Sources Generated from Vegetative Fuel. *International Journal of Wildland Fire*. Vol. 19, Issue 3, pp 299-313.
- CAL-FIRE, 2011. Wildland Urban Interface (WUI) Products. California Department of Forestry and Fire Protection, Office of the State Fire Marshal, Sacramento, CA.
- PIP. 2017. FireSmart Home Development Guide. Partners in Protection and the Cooperators, Edmonton, AB.
- PIP. 2003. FireSmart – Protecting Your Community from Wildfire. Partners in Protection, Edmonton, AB.
- Podur, J., Wotton, M. 2011. Defining Fire Spread Event Days for Fire-Growth Modelling. *International Journal of Wildland Fire* 2011, 20, Clayton, Australia.
- Taylor, S.W.; Pike, R.G.; Alexander, M.E. 1997. Field Guide to the Canadian Forest Fire Behaviour Prediction (FBP) System. Canadian Forest Service, Edmonton, AB.
- Westhaver, A. 2017. Why Some Homes Survived: Learning from the Fort McMurray Wildland/Urban Interface Fire Disaster, ICLR Research Paper Series Number 56. Institute for Catastrophic Loss Reduction, Toronto, ON.



# 2019 Wildfire Preparedness Guide – Town of Canmore

## Overview

Risk Assessment	
Feature	Description
<b>Wildfire Behaviour Potential</b>	<ul style="list-style-type: none"> <li>Primarily pine (C-3) and spruce (C-2) with scattered open pine/fir (C-7) and mixedwood (M-1) fuel types.</li> <li>Some developments at mid-slope on SW and NE aspects.</li> <li>Significant landscape-level fuelbreaks on Banff National Park boundary and community-level fuelbreaks around developed areas.</li> <li>Predominant and strongest winds from Southwest and South.</li> </ul>
<b>Structural</b>	<ul style="list-style-type: none"> <li>Many Silvertip dwellings with combustible roofing and siding materials and inadequate Priority Zone 1 clearance from fuels.</li> <li>Most Palliser Trail structures with non-combustible roofing materials.</li> </ul>
<b>Infrastructure</b>	<ul style="list-style-type: none"> <li><b>ACCESS</b> - Silvertip Trail is steep dead-end road through hazardous wildland fuels – <b>EXTREME CAUTION IS ADVISED.</b></li> <li><b>WATER SUPPLY</b> - Pressurized fire-hydrant supply throughout.</li> <li><b>POWERLINES</b> - Overhead AltaLink transmission powerline passes through Zone 2. All distribution power is underground.</li> </ul>

Staging Areas				
Map #	Name/Address	Lat/Long	Description	
S1	Palliser Staging 1651 Palliser Trail	51° 05.791' -115° 20.986'	Palliser Trail and Trans Canada Highway "Mustache".	
S2	Elk Run Staging 12 Sandstone Terrace	51° 04.799' -115° 19.431'	Elk Run baseball diamonds parking lot.	
S3	Millennium Staging 101 – 5 <sup>th</sup> Ave.	51° 04.920' -115° 21.358'	Millennium Park parking lot.	
S4	Quarry Lake Staging 101 Spray Lakes Rd.	51° 04.686' -115° 22.426'	Quarry Lake parking lot.	
S5	Stewart Creek Staging 3100 Stewart Creek Dr.	51° 02.999' -115° 18.974'	Our Lady of Snows School parking lot.	
S2 (MD8)	Dead Man's Staging 200 - 2 <sup>nd</sup> St.	51° 02.423' -115° 15.939'	MD Bighorn parking lot and field.	

Auto-Order List (minimum resource requirements for first operational period)		
Function	Apparatus / Equipment	Personnel
<b>Evacuation</b>	2 – Tow Trucks	20 – Evacuation Teams (2) 20 – Roadblock Teams (2)
<b>Structure Protection</b>	4 – Structural Engines (T1-T2) 6 – Wildland Engines (T3-T6) 6 – Water Tenders (T1/S1) 1 – Fuel Tender (Diesel) 1 – EMS Unit 2 – Structure Protection Units (T1) 2 – Structure Protection Units (T2) 2 – Hi-Vol Sprinkler Systems 10 – Relay Tanks (2500 gal.)	2 – Hi-Vol Sprinkler Crews (4)
<b>Overhead/Support</b>	1 – AFRRCS Mobile Radio Cache	1 – Structure Protection Specialist (STPS1)

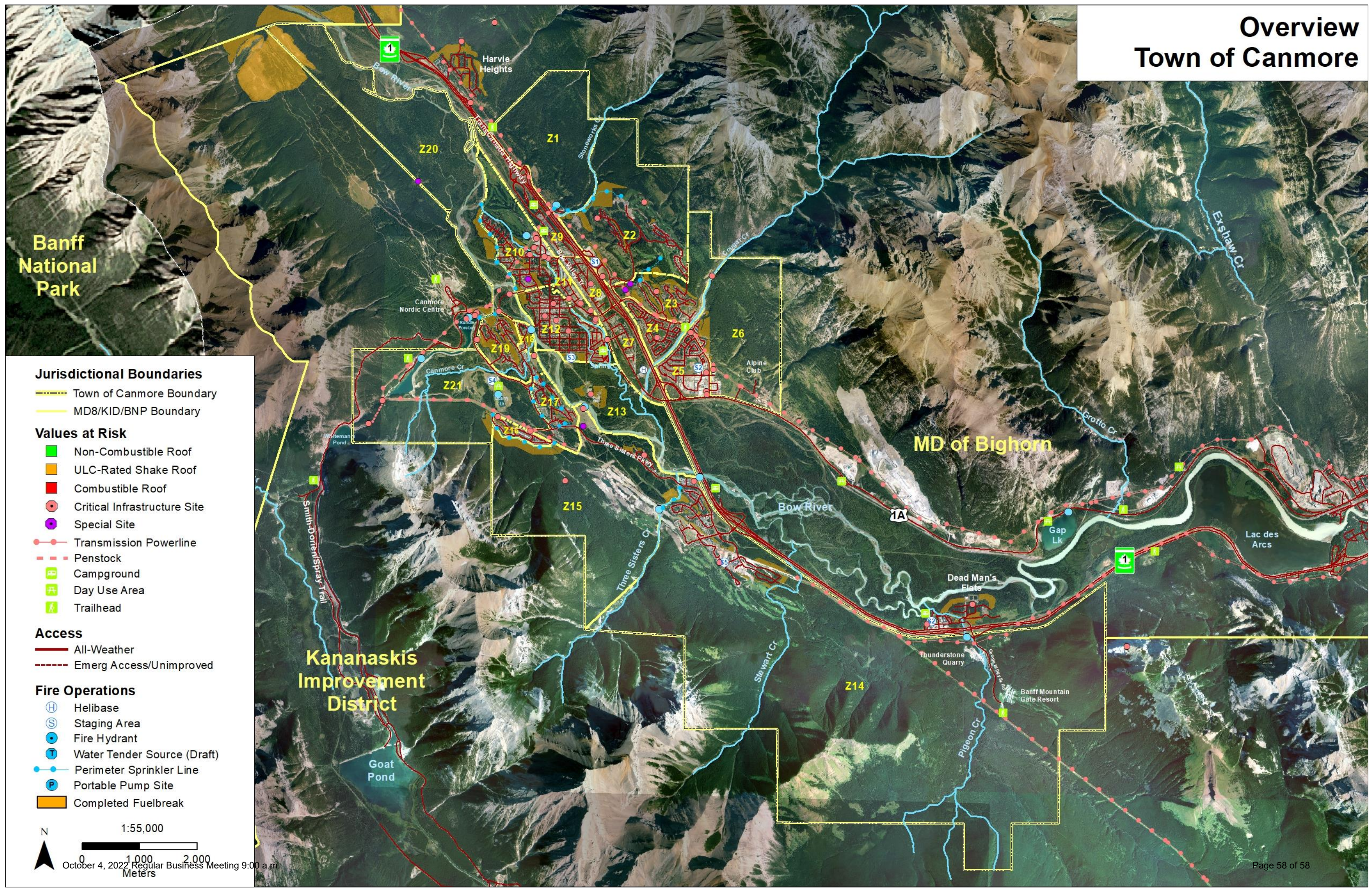
Mutual-Aid Communications			
Type	Channel Name	Receive (MHz)	Transmit (MHz)
<b>Command</b>	<b>Provincial Mutual-Aid Fire</b>	<b>156.855</b>	<b>156.855</b>
<b>Tactical (to be assigned at incident)</b>			

Water Supply				
Map ID	Name	Lat/Long	Type	Delivery Method
<b>Town Fire Hydrant Connections: 2-65mm AMA thread and 1-100mm Storz</b>				
T1	Canmore Golf Course	51° 06.082' -115° 21.991'	Improved Pond	Draft 3-6m
T2	Rundle Dam (CNC)	51° 05.261' -115° 22.847'	Lake	Draft <3m
T3	Rundle Forebay (TransAlta)	51° 04.881' -115° 23.567'	Lake	Draft 3-6m
T4	Quarry Lake	51° 04.564' -115° 22.413'	Lake	Draft >6m or Portable Pump
T5	Bow River Bridge	51° 05.139' -115° 21.929'	Bow River	Draft 3-6m
T6	Homesteads	51° 04.423' -115° 21.092'	Bow River	Draft >6m or Portable Pump
T7	Hwy 1/Bow River	51° 03.759' -115° 19.389'	Bow River	Draft 3-6m
T8	Pigeon Creek	51° 02.253' -115° 15.387'	Pigeon Creek	Draft 3-6m
T9	Gap Lake	51° 03.463' -115° 13.892'	Lake	Draft <3m
T10	Three Sisters Creek	51° 03.470' -115° 19.991'	Improved Pond	Draft 3-6m
T11	Cross-Zee Ranch	51° 06.287' -115° 21.530'	UG Tank (10,000 litres)	Draft <3m

Values at Risk/Fire Operations (Refer to Zone Plans for details)							
Zone #	Value Name	Values at Risk			Structure Protection Operations Strategic Action(s)	Water Source	Comments
		Total	Number of Structures				
			Fire Rated	Not Rated			
1	Cross-Zee/Old Ranger Station/Harvie Hgts	127	95	32	Prep & Defend / Prep & Go	None at Ranger Stn / UG Tank at Cross-Zee	<b>Critical</b> – Water Treatment Plant, Lift Station, & 2 Comm Tower sites at Harvie Heights.
2	Silvertip / Palliser Trail	217	134	83	Prep & Defend / Prep & Go	Hydrants	<b>Critical</b> – Silvertip UG Water Reservoir. <b>Hazardous</b> – SilverTip Trail may be impinged and cut-off by wildfire.
3	Benchlands Terrace / Eagle Terrace	373	299	74	Prep & Go / Prep & Defend	Hydrants	<b>Critical</b> – Benchlands Water Reservoir/Pumphouse, Cougar Cr. Debris Flood Retention Structure. <b>Special</b> – Cemetery and Hoodoos
4	Cougar Creek West	418	349	69	Prep & Defend	Hydrants	<b>Critical</b> – Elizabeth Rummel School.
5	Cougar Creek East	509	504	5	Prep & Defend	Hydrants	<b>Critical</b> – RCMP Detachment, Canmore Public Works Bldg., Lift Stn.
6	Canyon Ridge / Bow Meadows / Alpine Club	93	74	19	Prep & Defend / Prep & Go	Hydrants	<b>Critical</b> – Water Pumphouse, AltaLink Power Substation, Bow Meadows Lift Stn. <b>Hazardous</b> – Alpine Club access road may be impinged and cut-off by wildfire.
7-9	Bow Valley Trail South, Central & North	207	197	10	Prep & Defend	Hydrants	<b>Critical</b> – Hospital, <b>early evacuation required.</b>
10	Larch / Fairholme	441	380	61	Prep & Defend	Hydrants	<b>Special</b> – Bow Valley Seniors Lodge, <b>early evacuation required.</b> <b>Critical</b> – High School, Recreation Centre, & 2 Lift Stns.
11	Gateway (Railway Ave)	88	77	11	Prep & Defend	Hydrants	<b>Critical</b> – Firehall, Provincial Bldg, Elevation Place, Water Pumphouse, Natural Gas Regulating Stn, Cell Tower.
12	Town Centre / South Canmore / Spring Creek	787	711	76	Prep & Defend	Hydrants	<b>Critical</b> – Town Centre (ECC), Lawrence Grassi School. <b>Special</b> – Origin seniors facility, <b>early evacuation required.</b>
13	Water Treatment Plant	7	5	2	Prep & Go	Hydrants / Bow River / Policemans Creek	<b>Critical</b> – Town Wastewater Treatment Plant & Waste Mgt. facilities.
14	Three Sisters Pkwy East / George Biggy	420	368	52	Prep & Defend / Prep & Go	Hydrants / Pigeon Creek / Bow River	<b>Critical</b> – Lift Stn & 2 Pumphouses at Dead Man's Flats.
15	Three Sisters Pkwy West	15	15	0	Prep & Defend	Hydrants / Bow River	<b>Critical</b> – Three Sisters Water Reservoir and Water Pumphouse, 2 - Lift Stns. <b>Special</b> – Canmore Mine Tipple Historic Site.
16	Peaks of Grassi	279	279	0	Prep & Defend	Hydrants / Quarry Lake	<b>Critical</b> – Water Pumphouse.
17	Homesteads / Prospect	226	204	22	Prep & Defend	Hydrants / Bow River	
18-19	Mineside / Rundleview	288	204	84	Prep & Defend	Hydrants / Rundle Forebay / Bow River	<b>Critical</b> – Water Pumphouse.
20-21	Canmore Nordic Centre (KID) / Rundle Forebay / Georgetown	28	15	3	Prep & Defend / Prep & Go / Check & Go	Hydrants, CNC Snow-Making System, Rundle Forebay	<b>Critical</b> – TransAlta Rundle & Spray Powerplants, Water Pumphouse, Cell Tower, Rundle Penstock Control House. <b>Special</b> – Georgetown Historic Site.

Perimeter Sprinkler Lines (refer to Zone Plans for details)			
Name	Strategy	Name	Strategy
Stoneworks Creek	Zone 3 perimeter sprinkler line from hydrants.	Homesteads West & East	Zone 1-2 perimeter sprinkler line from hydrants.
ACA	Zone 3 perimeter sprinkler line from hydrants.	Three Sisters Creek	Zone 1-2 perimeter sprinkler line from flood retention pond or hydrants.
Larch/Fairholme	Zone 1-2 perimeter sprinkler line from hydrants and/or Bow River.	George Biggy	Zone 3 perimeter line from Pigeon Creek.
Peaks of Grassi	Zone 1-2 perimeter sprinkler line from Quarry Lake.		

# Overview Town of Canmore



### Jurisdictional Boundaries

- Town of Canmore Boundary
- MD8/KID/BNP Boundary

### Values at Risk

- Non-Combustible Roof
- ULC-Rated Shake Roof
- Combustible Roof
- Critical Infrastructure Site
- Special Site
- Transmission Powerline
- - - Penstock
- Campground
- Day Use Area
- Trailhead

### Access

- All-Weather
- - - Emerg Access/Unimproved

### Fire Operations

- ⊕ Helibase
- ⊙ Staging Area
- Fire Hydrant
- ⊕ Water Tender Source (Draft)
- Perimeter Sprinkler Line
- ⊕ Portable Pump Site
- Completed Fuelbreak

