

## TOWN OF CANMORE

### AGENDA

Committee of the Whole

Council Chamber at the Canmore Civic Centre, 902 – 7 Avenue

**Tuesday, September 27, 2022 at 1:00 p.m.**

- A. CALL TO ORDER AND APPROVAL OF AGENDA**
- 1:00 – 1:05
- 1. Land Acknowledgement**
  - 2. Agenda for the September 27, 2022 Committee of the Whole Meeting**
- B. DELEGATIONS**
- 1:05 – 1:25
- 1. Canmore Public Library**  
Purpose: To provide the Committee of the Whole with an update on how funds are being used, along with several initiatives and successes throughout the year.
- 1:25 – 1:45
- 2. Canmore Museum Annual Report 2021**  
Purpose: To provide the Committee of the Whole with the Museum’s 2021 Report, outlining new beginnings and a fiscal snapshot of the year.
- 1:45 – 2:05
- 3. Bow Valley Society for the Prevention of Cruelty to Animals**  
Purpose: To provide the Committee of the Whole with highlights of the current operations of the Society, along with plans for the remainder of 2022.
- C. MINUTES**
- 2:05 – 2:10
- 1. Minutes of the June 21, 2022 Committee of the Whole Meeting**
- D. STAFF REPORTS**
- 2:10 – 2:25
- 1. Adventure Club – Summer Pilot Project Evaluation**  
Purpose: To update the Committee of the Whole on the Family Connection Centre Adventure Club – Summer Pilot Project.
- 2:25 – 2:35
- 2. Municipal Enforcement – Q1 & Q2 Stats**  
Purpose: To provide the Committee of the Whole with highlights from Q1 and Q2 of 2022. Statistics include investigations, warnings, and tickets.
- 2:35 – 2:50
- 3. Automated Traffic Enforcement – Q1 & Q2 Stats**  
Purpose: To provide the Committee of the Whole with highlights from Q1 and Q2 of 2022. Statistics include speed violations and hours, and resident vs non-resident infractions.
- 2:50 – 3:10
- 4. Royal Canadian Mounted Police – Q1 & Q2 Stats**  
Purpose: To provide the Committee of the Whole with a quarterly snapshot of the human resources, financial data, and crime statistics for the Canmore Municipal Detachment.

**Meeting Break 3:10 – 3:25**

- 3:25 – 3:40      **5. Fire-Rescue Q1 & Q2 Stats**  
 Purpose: To provide the Committee of the Whole with highlights from Q1 & Q2 of 2022. Statistics include annual call volume, peak staffing, and first on scene averages.
- 3:40 – 3:50      **6. Georgetown Exercise Update**  
 Purpose: To provide the Committee of the Whole with an update on the Georgetown Wildfire full scale field exercise that took place June 3-4, 2022.
- 3:50 – 4:05      **7. June 2022 – Heavy Rainfall Event**  
 Purpose: To provide the Committee of the Whole with an overview of the June 2022 – Heavy Rainfall Event.
- 4:05 – 4:15      **E. COUNCILLOR UPDATES**  
 1. **September 2022 Councillor Updates**
- 4:15 – 4:25      **F. ADMINISTRATIVE UPDATE**  
 1. **September 2022 Administrative Update**
- 4:25 – 4:30      **G. COUNCIL RESOLUTION ACTION LIST**  
 1. **Council Resolution Action List as of September 13, 2022**
- 4:30 – 4:35      **H. CORRESPONDENCE**  
 1. **Letter from Minister of Health re. EMS and Ambulance Shortages**  
 2. **Letter to Banff Sunshine Village re. Ski Area Long-Range Plan and Detailed Impact Assessment**  
 3. **Letter to Minister LaGrange re. École Francophone Notre-Dame des Monts**  
 4. **Response from Minister LaGrange re. Education Infrastructure Capital Projects**  
 5. **Letter from RCMP to Alberta Government and Community Leaders**  
 6. **Letter to Stoney Nakoda Administration re. Renaming Teepee Town and Indian Flats**
- 4:35 – 5:05      **I. IN CAMERA**  
 1. **Feral Rabbit Contract Options**  
 Recommendation: That the Committee of the Whole take the meeting in camera to prevent disclosure of information related to contractual or other negotiations of the public body in accordance with section 25(1)(c)(iii) of the Freedom of Information and Protection of Privacy Act.
- 5:05              **J. ADJOURNMENT**

September 27<sup>th</sup>, 2022

As a vibrant municipal service, the Canmore Public Library continues to reach out and support the community in a variety of ways. We are proud to note that we were able to maintain Library service throughout the pandemic by adapting and offering new services like curbside pickup and providing access to numerous programs in a hybrid or online format. With restrictions lifted, we have been working to resume our regular operations. The Library has a number of initiatives and successes to highlight including:

- **50<sup>th</sup> Anniversary** - The Library reached this significant milestone in 2021, and we celebrated our 50<sup>th</sup> with the community throughout the year (Year-in-Review summary attached).
- **Marigold & Making a Difference Award** - the materials and services we receive as a member of the Marigold Library system are truly a return on investment (2021 Report attached). Our Library's initiatives regularly receive system wide recognition. We have been the recipients of the Marigold Making a Difference Award multiple times (2016, 2019, 2021, 2022) including recognition this year for our 50<sup>th</sup> anniversary celebrations (copy of Marigold letter attached).
- **Books & Beyond** - though we continue to provide traditional library resources and programs, did you know we offer a wide range of non-traditional resources and new programs including our Library of Things, and Full Moon Swaps.
- **Plan of Service/Community Survey** - Public Library Services Branch, Municipal Affairs requires a current Plan of Service on file that outlines our Library's specific service goals and objectives over a 3-5 year period. This September we are undertaking a community survey to garner feedback that will guide us in developing our new Plan of Service for 2023 through 2025. We would value participation by Council and Administration so that the Library can continue to address Canmore's needs well into the future.

We appreciate the Town's ongoing guidance and financial support. We'd like you to know that we're using our funds wisely to make a difference in the community.

Respectfully submitted,



Michelle Preston, Library Director &  
the Town of Canmore Library Board



## Canmore Public Library - 2021 Year in Review

2021 marked the 50th anniversary of the Canmore Public Library. Although we were closed to the public for 24 weeks in the first half of the year, we still celebrated this milestone in a variety of ways. We took a trip through the history of the Library, from the letters that started it all straight through to the present day

We created and sold limited edition library memorabilia, including book bags and locally made mugs. We raised money for our endowment fund to secure the Library's financial future, and we put together a time capsule to be opened on the Library's 100th anniversary in 2071.

Although many of our usual services and program offerings were restricted this year, we still managed to connect to our community in a variety of meaningful ways, by providing curbside pickup service as well as online storytimes, book clubs, and programs.



## 2021 SERVICES



Curbside Pickup  
7,298



Public Computer Sessions  
2,623



Wireless Use (# of hours)  
43,969



Website Visits  
55,649



Reference Questions  
21,850



Library Members  
4,115



Donations Received  
\$8767

## 2021 OVERVIEW

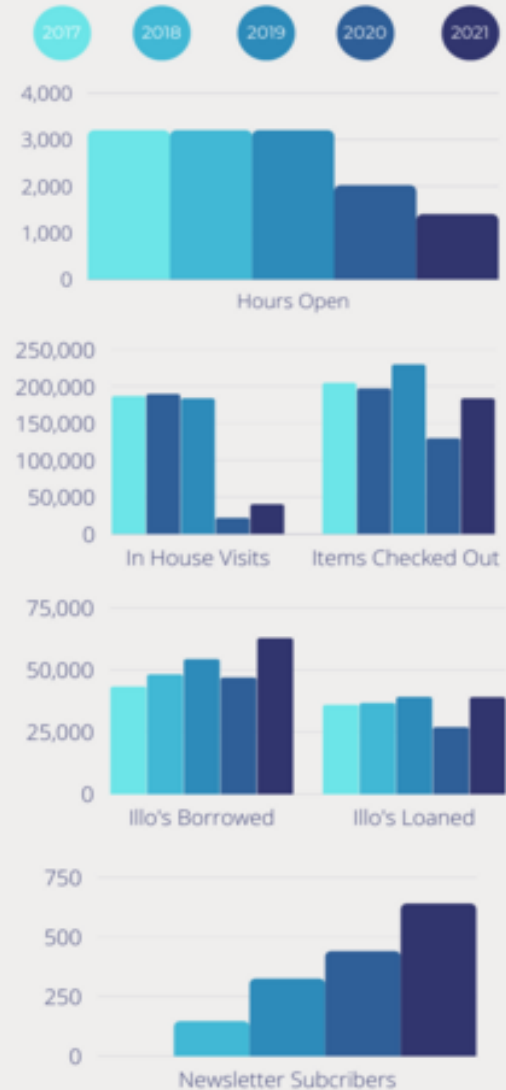
2021 provided many challenges for library service. With closures, capacity and gathering restrictions, our in-house visits dropped dramatically in 2021 as did our hours of operation. Our level of service on the other hand, remained very high, with numbers close to or higher than previous years. For example, we processed 8350 more interlibrary loans (Illos) in 2021 than in 2019, which was our last full year of normal library service pre Covid-19.

Our virtual services increased as well in 2021, with nearly 16,000 additional website visits, and over 9000 more electronic circulations as compared to 2019. Our digital communications also increased, with significant growth in our newsletter, and steady increases in our social media reach.

Total items in Collection:  
69,333

Total Items Circulated:  
148,403

## 5 YEAR COMPARISONS



# Canmore Public Library

**This report shows the value of services provided annually by Marigold Library System. Canmore Public Library benefits directly through the pooling of revenues so that all Marigold residents have access to all library system resources.**

## Levy Payments

Based on 2019 Municipal Affairs population of 13,992 and Schedule C of the Marigold Agreement for 2021.

	per capita levy	population	contribution
MUNICIPALITY	\$6.24	13,992	\$87,310.08
LIBRARY BOARD	\$4.50	13,992	\$62,964.00

**Total Levy Payments     \$150,274.08**

**Total value of services provided by Marigold     \$252,101.39**

**Note:** Where precise costs per library are known, those dollar amounts are used. Otherwise, totals are divided by members to extrapolate value.

## Services Grant

A Services Grant is paid in three installments to the library board. The amount of the grant is set in the Marigold Board's Transfer Payment Policy and is largely intended to support the sharing of resources within Marigold and TRAC. The amount is reviewed by the Marigold Board each year.

**\$34,980.00**

## IT Capacity Fund

Each member library receives a spending account with Marigold to make IT hardware purchases. This account is established through the IT Capacity Fund Policy and is reviewed by the Marigold Board each year.

**\$1,000.00**

## IT and Network Support

IT support includes HelpDesk assistance, virtual meeting and webinar support, troubleshooting, installations, upgrades and maintenance. Network support includes SuperNet/Internet connectivity, email hosting and cloud-based file storage, file sharing and centralized backup. Wireless software, software licensing and a toll-free telephone system are provided. Polaris library software enables customer service, maintenance of patron accounts, reporting, ordering, circulation of library materials and the online catalogue.

**Note:** Marigold's 2021 annual investment for IT and Network Support is \$299,000. This is the central hub for the delivery of computerized public library service for Marigold member libraries.

IT SITE VISITS - valued at \$250/hour with a 3 hour minimum	\$	\$4,750.00
IT HELPDESK, TROUBLESHOOTING & CONSULTATION	\$	8,318.12
IT EQUIPMENT, SOFTWARE & LICENSING PURCHASES, WIRELESS & MAINTENANCE - \$50,000 replacement cost		\$12,444.01
SUPERNET/INTERNET CONNECTION		\$280.55
POLARIS LIBRARY SOFTWARE - \$950,000+ to replace Polaris		\$2,402.84

**\$28,195.52**

## Materials and Digital Content

The collection distribution schedule in the Collection Management Policy and is reviewed by the Marigold Board each year. Marigold also provides a monthly bestsellers program and an AV supplementary collection beyond the collection distribution total. Because of bulk purchasing, Marigold has access to vendor discounts and discounted freight charges. Patrons have access to over 3.2 million items in TRACpac online catalogue because of Marigold's partnership with three other library systems. Your residents also have access to digital collections including eBooks & eAudiobooks, eMagazines, music, newspapers, early literacy resources, training videos, school curriculum support, and much more.

**Note: Marigold's annual investment of \$1,256,793 for collection materials benefits all residents of Marigold Library System.**

<b>Physical Materials -</b>	
BOOKS - average cost @ \$18.00/item	\$37,980.00
BESTSELLER PROGRAM	\$900.00
SHARED COLLECTIONS & BESTSELLER PROGRAM -@ \$7.50/item	\$2,925.00
AUDIOVISUAL - average cost @ \$30.00/item	\$12,420.00
WORLD LANGUAGES, LARGE PRINT & PROFESSIONAL COLLECTIONS	\$608.30
AV SUPPLEMENTARY COLLECTION	\$857.70
	<hr/>
<b>Digital Content -</b>	
DIGITAL SUBSCRIPTION ACCESS	\$8,150.52
	<b>(\$320,000/year)</b>
eBOOK/eAUDIO PLATFORMS - OverDrive and Cloud Library	\$1,872.09
	<hr/>
	<b>\$65,713.61</b>

Municipal Affairs Department through PLSB (Public Library Services Branch) funds online content for library patrons, including a language learning software (Pronunciator), PressReader (access to 7,000 newspapers from 120+ countries in 60+ languages) and Alberta published eBooks.

## Collection Services

Centralized workflow at headquarters ensures the selection of balanced collections and the quick distribution of materials to member libraries. Professional cataloguing makes it possible for patrons to locate and request print, AV and digital titles in the online catalogue. Physical materials are processed and delivered shelf-ready to member libraries. Processing includes barcoding, plastic covers, repackaging AV materials into durable cases and labeling.

**Note: Marigold invests \$60,000 annually in bibliographic tools and resources to aid in the creation of cataloguing records.**

**\$42,095.28**

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## Professional Consultation

Marigold provides in-person, videoconference, email and telephone consultation for member library staff and board members by Marigold's professional librarians. Visits include: preparation; travel or videoconferencing connection, and follow-up based on each library's unique needs. Major projects completed for libraries include weeding and inventory of library collections. Consultation is valued at \$250/hour with a 3 hour minimum, and often involves more than one staff member.

**\$17,489.15**

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## Insurance

Marigold pays for the insurance on the materials collections housed at member libraries. This amount also includes a portion of the insurance costs of the Marigold Headquarters building.

**Note: Marigold invests over \$48,000 annually for insurance coverage.**

**\$2,149.27**

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## Training for Members

Marigold provides training opportunities for member libraries and patron presentations on topics such as eBooks for Mobile Devices; programming; statistics and reports; use of digital subscriptions; board development; management and leadership; and communications and marketing. Value includes training preparation, travel and follow-up by headquarters staff based on each library's unique needs. In 2021, Marigold staff provided many virtual training opportunities for library staff and trustees including the Marigold Library System Conference.

TRAINING SUPPORT	\$1,668.86
TRAINING SESSIONS & BOARD DEVELOPMENT - valued at \$200/session	\$400.00
MARIGOLD LIBRARY SYSTEM CONFERENCE	\$410.88
	<hr/>
	<b>\$2,479.74</b>

## Delivery Service and Supplies

Van delivery supports resource sharing and connects your library with Marigold headquarters and libraries across Alberta. Three vans and drivers transport interlibrary loans, new materials, supplies, correspondence, kits and games, promotional materials and book recycling. Marigold pays for interlibrary loan costs to borrow items from institutions outside Alberta. Marigold provides supplies to member libraries to support resource sharing (e.g. paper allocation, bins, scotch tape, bubble wrap). Each library receives a minimum of one delivery a week, and 11 libraries receive deliveries twice a week or more.

**Note: Marigold's annual investment of \$63,000 for Delivery Service and Supplies benefit all residents of Marigold Library System. Over 2.2 million items were delivered to member libraries in 2021.**

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**\$23,397.64**

## Administrative Costs

Staffing, facility and resources are in place to support member libraries: human resources and financial management; Board training and professional development; building occupancy costs; and memberships to professional organizations. Marigold Board provides governance and direction to the Marigold Library System and acts as the Governing Board for municipalities which do not have library boards.

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**\$29,383.20**

## Purchasing Program

Through Marigold's long-standing vendor accounts and participation in the Public Purchasing Group (PPG), Marigold is able to provide bulk discounts on collection items, office supplies, IT equipment, furniture and processing supplies required for the daily operation of your library. Marigold purchases items at request of library staff, receives and delivers the items to the library, and then invoices the library. A total value of \$136,901.73 was purchased on behalf of member libraries.

## Communication and Marketing Support

Marigold provides professional quality publications, displays and marketing software to promote resources, events and services available at the library, and to communicate news to library staff and boards. Marigold also prints custom promotional materials at Marigold on behalf of your library.

**\$3,019.45**

## Services and Programs

- Materials, prizes and support for STEAM programming and the national TD Summer Reading Program including administrative support by Consultants and the summer student. In 2021, 20 virtual and in-person programs were delivered to 128 participants. Several craft and storytime videos were created and made available on Marigold's YouTube channel.
- Marigold develops and implements programming for children, teens and families through the marigoldprograms.ca website.
- Marigold organizes and pays for programming to benefit both the staff and the public. In 2021, several webinars and tutorials were made available to staff, including Keep it Fun! Engage Youth in Your Community with Book Clubs.
- Marigold administers, schedules and delivers kits and equipment to support programs. Libraries may borrow resources such as craft and makerspace kits, travelling book displays, karaoke machine with cds, gaming consoles with games, life size games including Jenga and Kerplunk, board games, and objects like prize wheels and puppet theatres.

\$1,386.64

\$811.89

\$2,198.53

**TOTAL value of services provided by Marigold**

**\$252,101.39**

**TOTAL levy payments from municipality with library board**

**\$150,274.08**

## Marigold Libraries are Thriving. In 2021:

**7,928** People/families from Canmore have library cards registered at Marigold Member Libraries or as L2U patrons



### ***Your Marigold Trustee...***

Attended **4** of **4** Marigold Board meetings

### ***Across Marigold...***

**110,331** people/families have a library card

**328,565** eBooks borrowed

**1,685,492** items loaned to Marigold cardholders

**4,727** programs with **88,760** participants

**1,184,272** items loaned and borrowed between libraries

**3.2+ million** items available in TRACpac online catalogue

**12+ million** visits to the online library catalogue



May 11, 2022

Dear Glynis and Michelle,

Thank you for your submission for the 2022 Marigold Making a Difference Award. This award was developed to reward and acknowledge Marigold member libraries who have displayed excellence in programming, outreach, advocacy and public relations, partnerships, increased cardholder initiatives, and innovative use of digital programming. This year, Marigold's Advocacy Committee received 13 entries for the award. It's exciting to know that so many amazing things are happening in the Marigold community, and it is always hard to pick winners.

A winner from a small, medium, and large library were chosen by the Marigold Board Advocacy Committee members, and each library will receive a certificate and cheque for \$750. This year we again have an honourable mention in each category, and these libraries will receive a certificate and cheque for \$250. A big thank-you goes out to the Advocacy Committee, chaired by Lil Morrison, for the members' commitment to the Making a Difference Award winner selection and for their foresight.

I am pleased to inform you that Canmore Public Library is being awarded the honourable mention in the large library category. The committee was impressed by the amount of work put into your 50<sup>th</sup> Anniversary Celebrations, especially considering the pandemic. They were pleased to see the age range of patrons enjoying the festivities and the variety in activities and ways you celebrated. This was a wonderful way to advocate for your library throughout the year.

We look forward to seeing what you do in the future!

On behalf of Marigold Library System and the Advocacy Committee,



Michelle Toombs



# acknowledgement

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These mountains are our temples, our sanctuaries, and our resting places. They are a place of hope, a place of vision, a place of refuge, a very special and holy place where the Great Spirit speaks with us. Therefore, **these mountains are our sacred places.**

— Chief John Snow



Canmore and all the Bow Valley are located on the traditional lands of Indigenous Peoples as referred to in the United Nations Declaration on the Rights of Indigenous Peoples. This relationship to the land is further declared by the National Indian Brotherhood (now Assembly of First Nations), in *A Declaration of The First Nations* (1981).

Historically, there is a long-standing connection to the Bow Valley around Canmore for many Indigenous nations—Îyârhe Nakoda, Siksikaitsitapi, Tsuut’ina, Ktunaxa, Secwépemc, Dene, Mountain Cree, and Métis.

The Canmore Museum is located within Treaty 7 territory, traditional territories and home of the Îyârhe Nakoda (Bears paw, Chiniki, and Wesley), Siksikaitsitapi (Kainai, Piikani, and Siksika), and Tsuut’ina Nations, as well as Zone 3 Métis. We acknowledge and appreciate that we live, work, and play in their territory and commit to the work of reconciliation.

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In the course of developing and implementing initiatives which fulfill our 2021-2024 strategic plan, the Canmore Museum has committed to the following implementation principle:

*Indigenous Peoples have agency in their journeys of revitalizing and participating in traditional, contemporary, and future manifestations of their culture.*

Indigenous Peoples of this territory freely choose whether to participate in Canmore’s art, culture and heritage sector and they determine how they will participate. This principle ensures that the Canmore Museum delivers the Canmore Museum Re-Imagined Strategy in such a way that we never create barriers or interfere with the ongoing development of Indigenous cultural independence.





INDIANS MOVING CAMP, CANMORE, ALTA.  
TRUMAN, PHOTO, VANCOUVER, B. C.





Members of the Canmore Museum Heritage Advisory Committee visited the Canmore #2 mine site in August 2021 as part of their preliminary work on the Canmore Mining Heritage Strategy.



Museum @ School Pilot, 2021



A Membership Monday behind-the-scenes collections tour.



03

September 27 2022 Committee of the Whole 1:00 pm  
Museum staff @ Canmore Pride



Mountie Recruits Barracks program, Summer 2021



# message from the chair

On behalf of the Board of Directors of the Canmore Museum and the Canmore NWMP Barracks Provincial Historic Site, I am pleased to present the 2021 Annual Report.

It has been a year of success and growth for the organization. From the spring of 2020 till now, the COVID-19 pandemic presented unexpected challenges to the operation of our two museums, as it did for cultural institutions worldwide. As this report can attest, we met the moment and have come out stronger from the experience.

We have seen this reflected in how the community responded to the exciting new vision set forward in the **Canmore Re-Imagined Strategy** launched on April 15, 2021. While charitable giving across Canada decreased by 25% during the pandemic, donations to the museum increased by 241% from 2019 to 2021. Thank you to the many donors who contributed to resourcing the museum's new direction.

I would also like to thank all my Board colleagues for their ongoing dedication. I am proud to work alongside these individuals, whose unique experience, expertise and backgrounds all bring important contributions to the work we do on behalf of our community. I particularly want to thank our outgoing directors, Rhonde LeSueur and Dallas Suttie, for their time and dedication to the Society in shepherding the museum through the pandemic, as well as to those who have let their name stand for the 2022–2023 Board of Directors. Additionally, the Board of Directors extends our thanks to Ron Ulrich for his vision and leadership as well as his team of staff and volunteers whose skill and dedication form the backbone of our organization.



**ANDREW NICKERSON**  
BOARD CHAIR

# re-defining our vision and mission

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## ▶ vision

We deliver **compelling and remarkable experiences** which celebrate community, place and culture.

## ▶ mission

Our mission is to **ignite shared experiences and unexpected connections by bringing people together around local art, culture, heritage and places to build a stronger, more connected community**. To do this, we find, spark, preserve and trade stories, ideas and elements of creativity drawn from people in Canmore and the Bow Valley.

“

**This vision is inviting!**

I applaud the inclusion of **culture** and **place** with discussion of **community**. I immediately think only of history when I hear the word **museum**. Your vision is NOW, engaging and, with **community** added, it is inviting.”

FOCUS GROUP PARTICIPANT, 2021  
REIMAGINING THE CANMORE MUSEUM



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**Bisi and Arun Arunkumar and their family** participated in the year-long Stories of Resiliency project which collected stories that documented the experiences of new arrivals in Canmore during the pandemic. This project was a partnership between the Canmore Museum, the Bow Valley Immigration Partnership, artsPlace and Kristy Wolfe. These stories are now available on our new **STORIES THAT MATTER** website.

*Photo by Kristy Wolfe*





# RE-IMAGINING THE MUSEUM

*The role of museums in the service of society continues to evolve. In addition to their traditional role as the collector and preserver of a community's tangible and intangible cultural heritage, museums have become the cultural, educational and civic centers of their communities, with growing power to empower and effect community change.*

While the COVID-19 pandemic forced closure of our spaces, staff and board used the time wisely to re-imagine how the museum can connect more meaningfully with our community. The resulting strategic plan was the result of six months of discussions with stakeholders and members, research into community growth, community / member / audience needs, as well as current and emerging trends. It also considered alignment with community

planning documents and the work of other cultural organizations in the Bow Valley and southern Alberta region. Our **Re-Imagined Strategy** provides a strong framework on which future work of the museum can be undertaken.

**Canmore Museum Re-Imagined** is redeveloping the Canmore Museum from the inside out, building the museum of the future today. By re-animating how we engage with our community, and the stories our collections tell, we are paving the way for a new future museum facility.

**RON ULRICH**  
EXECUTIVE OFFICER



## 1 BUILDING COMMUNITY

The Canmore Museum will help build a stronger and more connected community by bringing together people from all walks of life around local art, culture, heritage and places in unexpected ways that foster dialogue and deepen social connections.



Douglas Worts



John Snow Jr



Maddie Taylor



“

**We are entering the era of the community museum.**

Technology gives us the ability to reach both our neighbours at home and around the world. As a result, the community museum is able to set agendas and exercise influence, and be a soft-power destination for people both inside and outside of the community.”

**GAIL LORD, PANELIST**

STRATEGIC PLAN LAUNCH EVENT

## 2 BUILDING PLACE

Place is significant in how we make meaning of the world and within our lives. Place is where we come from, where we feel alive, where we connect with others and where we feel we belong. Connections to Canmore and the Bow Valley are personal, anywhere and every day. The Canmore Museum will build deeper connections with local places and the stories they hold.

## 3 BUILDING MEMORY

The Canmore Museum will deepen connections to the inter-connected web of over 10,000 years of human history told through multiple perspectives. These stories are collected and shared to allow individuals to find their connections to Canmore and the Bow Valley.

## 4 BUILDING SUSTAINABILITY

Canmore places high value on its sense of community, strong community identity, and on environmental sustainability. In partnering with other community organizations and local government to help foster community and environmental sustainability, the Canmore Museum will strengthen its own organizational vitality, identity and sustainability.

### OVER 100 PEOPLE JOINED US FOR THE LAUNCH OF OUR STRATEGIC PLAN

On April 15, 2021 our panel of internationally-recognized cultural sector thought leaders—Gail Lord, Maddie Taylor and Doug Worts with an introduction by Îyârhe Nakoda Elder John Snow Jr.—explored the evolving role of the Canmore Museum as it embraces the Social Museum Model. **Watch the presentation online.**





# RE-THINKING THE COLLECTIONS

The museum's Core Collection traces Canmore's evolution from a gritty railway depot to a coal mining town and then finally to an internationally recognized sports center and resort community.

The Canmore Museum collections contain incredible riches and tell fantastic stories. As with many community museums, the work of managing collections relies on grants, seasonal and project grant staff, which has meant the use of the collections within a broader strategic framework has previously been difficult to implement.

Our **Canmore Museum Re-Imagined Strategy** allows us to rethink how we collect and to rediscover the stories told by our collections.

In looking at the long-term care of the collection, we considered the financial and environmental aspects of managing 5,000+ objects. We undertook an ambitious plan to evaluate our collections, allowing those artefacts with rich stories and provenance to shine.

Provenance-rich artefacts were allocated to the Core Collection; artefacts for which little or nothing was known were transferred to our Education Collection to provide an incredible resource for classes in the Bow Valley and southern Alberta through inquiry/object-based learning.

Thanks to the foresight and generosity of Rick Green, the museum has an off-site storage facility that will become the new home of the Core Collection.

**MERCEDES CORMIER**  
COLLECTIONS OFFICER



Work was also undertaken in 2021 to reorganize the off-site space to ensure a safe, secure and well-organized home for the collection until it moves again to a more permanent space in a new museum facility.

This was Phase 1 of our storage reorganization project, with a goal of implementing the RE-ORG protocols created by ICCROM: the International Centre for the Study of the Preservation and Restoration of Cultural Property, an intergovernmental organization dedicated to the preservation of cultural heritage worldwide. These protocols provide a clear and efficient way to start fresh and create new storage systems that will be safer for the collections.

Consultant Gail Niinimaa was contracted as project manager for this phase, which included writing a storage condition report, creating an action plan, completing the self-evaluation tool, defining the project workspace, assembling the team for the work, and documenting the final project with before and after photos and videos.

Mercedes Cormier implemented the daunting action plan through manageable RE-ORG tasks and worked tirelessly to uncover and solve puzzles and make great improvements to the storage.

## RECORDS ADDED

We were able to document an additional 579 items "found in collection" that were previously undocumented in our collections database, representing 11% of our collection.



## RECORDS UPDATED

These were updated for clarity and accuracy, ensuring that paper records and database records matched, representing 24% of our collection.

## EDUCATION COLLECTION

Items that have been transferred to our education collection to make them accessible for hands-on use by visitors and the community in museum programs.



## BEHIND-THE-SCENE TOURS

These tours provide insight into how the Canmore Museum is managing its collections and the progress it is making in the RE-ORG project.





# BUILDING BRIDGES

To build bridges, there are so many more stories to tell. Our new strategic direction unveiled in April promotes fostering an appreciation of the inter-relationships through time between people, events and natural and cultural places, including associated intangible and tangible values.

In 2021 we began working with John Snow Jr., who has helped advise the museum as we begin to decolonize and seek to tell the full story of the Bow Valley region. With John's assistance, we were able to attract new funding to resource this work.

New programs included the popular four-part **Indigenous Learning Series** in June, attended by people across Canada and the US. Also in June, a large tipi was erected, and the **Indigenous Stories** tipi program

was launched at the Canmore NWMP Barracks in partnership with Nakota Itipi n Ryder Style Craft—an eco-tourism venture by Travis Jimmy John and his wife Ronine Ryder, and also including his mother and Elder Bonita Jimmy John—which creates a space for cultural experiences to thrive and storytelling to connect communities.

Inside the Barracks we now acknowledge the role the police played in Canada's traumatic Indigenous history.

**JOHN SNOW JR.**  
ADVISOR



# Ômá'dágúyè ôwáth'èn

“

Our grandparents and the Elders in our Bears paw community have given us insight into the traditional Íyârhe Nakoda customs, ceremonies, stories, teachings, games and ancient star knowledge.

Our grandparents were taught the customs and traditions from their grandparents, and our great-grandfathers witnessed the signing of Treaty 7. They witnessed dramatic changes in their lifetimes, and felt that it was important to pass on the customs, traditions and language to the next generation so we wouldn't lose our identity. It is from this well of knowledge that we are able to share our way of life with visitors who come to our family's tipi in Canmore.

— **Travis Jimmy John**  
and **Ronine Ryder**, the  
owners of Nakota Ítipi n  
Ryder Style Craft eco-  
tourism company

”

Following the revelations of unmarked graves at residential schools throughout Canada, the NWMP Barracks and the museum became home to memorials for victims of residential schools, as people in the community brought children's shoes and other items.

Land acknowledgment and a welcome message was installed at the museum entrance. The gift shops at the museum and the Barracks began to feature Indigenous authors and artists. The **Museum@Home** streaming service launched in 2021 hosts a variety of Indigenous programming around Truth and Reconciliation and traditional knowledge. The Chiniki First Nation donated historic files to the Canmore Museum in 2021, for which we are grateful.

This is a journey. The museum has made a long-term commitment to the work of bridging Indigenous and non-Indigenous communities.

“

**I am genuinely excited to see how the museum is welcoming and integrating First Nation's heritage of this region into their work."**

— Canmore Museum donor



## NUMBER OF PROGRAM PARTICIPANTS

Who participated in the online Indigenous Learning Series (June) and the Indigenous Stories tipi program (July and August). This represents 64% of total program participation in 2021.





# CONNECTING WITH COMMUNITY

Our **Community Gallery** was created as a temporary space where community stories and the work of like-minded community organizations can be showcased.

In 2021, the Canmore Museum adopted the **Social Museum Model** (the participatory museum) and began putting it into practice.

Through a grant from the Alberta Museums Association, we were able to participate in the **Of/By/For All Change Network**, a year-long learning opportunity that allowed us to explore how we can become more inclusive and provide space to tell diverse community stories. It also means balance—telling stories of both early settlement in the Bow Valley along with more recent settlement, bridging the past with present-day community experiences.

We now approach our work with "how do we create unexpected connections with one another, our community stories and the incredible landscapes around us."

Our strategic plan identifies twelve communities of interest; through the Of/By/For All Change Network program, we have first focussed on providing space for the Îyârhe Nakoda to tell their story.

The same philosophy allowed us to also begin telling the stories of queer Canmore—helping to establish the Canmore Pride Society, hosting several pride events, and bringing stories to our new storytelling platform, **Stories That Matter**.

**SARAH KNOWLES**  
VISITOR + MEMBERSHIP  
SERVICES OFFICER





The Social Museum Model philosophy informed our education programming, allowing us to rethink how we connect classrooms in the Bow Valley and southern Alberta with museum collections, our built, natural and cultural landscapes as well as members of our community—community and Indigenous elders and knowledge keepers. We are grateful for funding from the Calgary Foundation, the Paterson Foundation and Lafarge Exshaw, which supported this new direction; we will be formally launching the program in fall 2022.



**One of the main focuses for The Paterson Foundation is education. Our support of the Canmore Museum is based on that focus and our belief that an understanding of our history and origins is a main building block. The Paterson Foundation believes in lifelong learning and found the Re-Imagined Strategy launched by the Canmore Museum would appeal to members of the Canmore community regardless of their age."**

— Don and Lori Paterson,  
Education Fund Donors

**Vanni** is one of our community knowledge keepers who help connects students with community in our Museum@School program.



We connected with Olympian **Clara Hughes** to discuss mental health in our May Stories of Canmore book club.

**Andrew Holloway** is an Indigenous metal artist, one of many artists our seasonal Artist Showcase supports.



Each year, produce grown at the NWMP Barracks Provincial Historic Site garden is donated to the local food bank. **15 volunteers work over 1,800 hours to manage and tend the garden each summer.**



# PIVOTING TO DIGITAL

Watch **Gerry Stephenson's Mine Tour** and **Stories of My Life with Gerry Stephenson** online @ [athome.canmoremuseum.com](mailto:athome.canmoremuseum.com)

Like institutions across Canada and across the globe, the Canmore Museum was forced to find new ways to engage with our community and audiences during the COVID-19 pandemic.

In line with the strategic plan and the social museum model which, in part, creates connection through digital spaces, we began to think not only about our physical space but our digital spaces as a new "place" to **tell** community stories and **connect** our community with the cultural, natural and built landscapes around us.

It also allowed us to think about how to use "digital spaces" as a new way to **build** relationships with our community, audience and visitors.

We are grateful that, with the support of community donors, we were able to create the **Museum@Home** digital streaming service to tell community stories and make our library of digital programming more accessible and available to a wider audience; and to create the **Stories That Matter** website as a 21st-century version of the community history book, one whose content can be contributed and co-created with members of our community.

**KEVIN MEISNER**  
PROGRAMS OFFICER





We are actively working towards recognizing places and spaces of heritage value to our community; the **Places That Matter** project includes an **interactive online heritage map**.

We are expanding how we tell stories to deepen connections with our communities through digital engagement. In 2022, we will launch a new Canmore Museum App along with a new podcast series.



**We donated because we were looking for two significant opportunities, a way to preserve Canmore's coal mining heritage and at the same time honour our dear friend Gerry Stephenson and his impact on Canmore and its mining history. Through the Canmore Museum's online programming, we were able to keep Gerry's stories and legacy alive for others to enjoy."**

— Kay and Gary Anderson,  
2021 donors

## DIGITAL VISITORS IN 2021

The Canmore Museum's website was launched in 2020. In 2021, we acquired 10,667 new unique visitors in 2021, and had 1,671 digital visitors return for a total of 14,824 site visits.

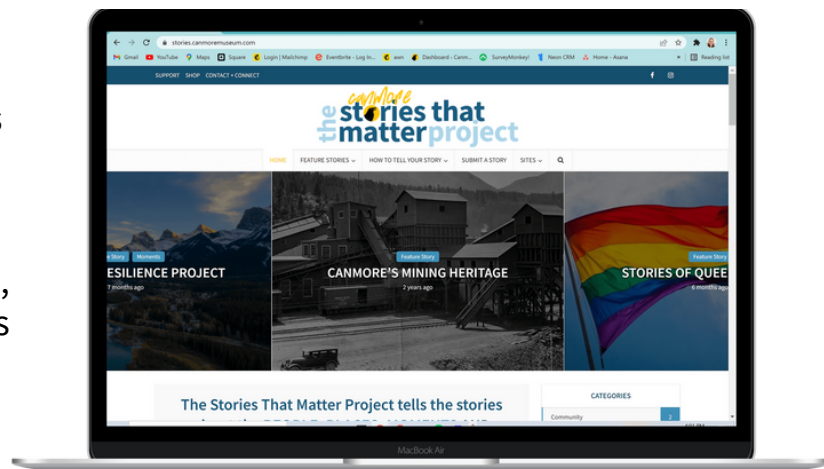
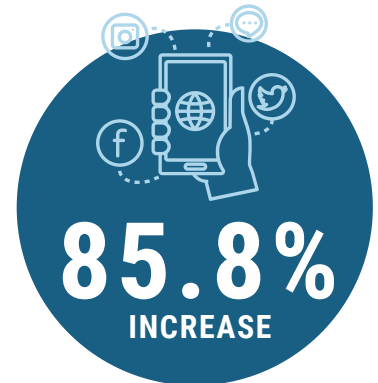


## ONLINE ACCESS TO COLLECTIONS

Through the RE-ORG project, our online database tells clearer community stories and access will become even more valuable to researchers and students.

## SOCIAL MEDIA ENGAGEMENT IN 2021

In 2021, our Facebook reach increased by 56.3%, growing to 49,460 people in 2021 from 31,659 in 2020. Our overall engagement grew by 85.8% over 2020.



# our operations

For the fiscal year ended  
December 31, 2021.

## REVENUE

Grants - Municipal	\$185,000
Grants - Federal	60,880
Grants - Provincial	17,300
Grants - Other Organizations	47,362
Other Government Assistance	89,113
Donations	56,373
Retail	17,546
Admissions	5,805
Programs	2,738
Memberships	2,209
Interest	1,162
<b>Total Revenue</b>	<b>\$485,488</b>
<b>Excess of revenue over expenses</b>	<b>\$17,425</b>

## EXPENSES

Programming and Digital Projects	\$93,736
Human Resources	229,850
Collections and Exhibitions	21,569
Office and Administration	44,811
Stakeholder Relations	7,559
Facilities	12,515
Merchandise	9,754
Insurance	5,052
Ammortization	32,762
Advertising and Marketing	8,504
Bank and Credit Card Fees	1,951
<b>Total Expenses</b>	<b>\$468,063</b>



2020: \$365,009  
2019: \$453,987  
2018: \$395,458



2020: \$384,983  
2019: \$436,929  
2018: \$382,579

# our team

Our sincere thanks to the many devoted staff, volunteers, committee members and board members who have given countless hours to the Canmore Museum to build a stronger, more connected community through the exploration of local arts, culture, heritage and place.

## BOARD OF DIRECTORS

**Andrew Nickerson** | Chair  
**Rhonde LeSueur** | Vice-Chair  
**Charles (Tony) Teare** | Treasurer  
**Dallas Suttie** | Secretary  
**Tanya Foubert** | Town of Canmore  
Council Representative  
**Carter Cox** | Director-at-Large  
**Rob Seeley** | Director-at-Large

## STAFF + ASSOCIATES

**Ron Ulrich** | Executive Officer  
**Mercedes Cormier** | Collections Officer  
**Sarah Knowles** | Visitor + Membership  
Services Officer  
**Kevin Meisner** | Programs Officer  
**Mary-Beth Laviolette** | Associate Curator of Art  
**Anna Rebus** | Associate Curator of History  
**Jeanie Gartly** | Associate Heritage Planner  
**John Snow Jr.** | Associate Curator of  
Indigenous Content  
**Jenny Spurr** | Associate—Communications

## COMMUNITY ADVISORY COMMITTEE MEMBERS

**Barracks Committee** | Travis Jimmy John, John Snow Jr., Emerson Sanford, Susan Suttie, Lauren Thomas (Town of Canmore); Staff: Sarah Knowles, Kevin Meisner, Ron Ulrich

**Collections Committee** | Robert Kuzminski, Gail Niinimaa, Glen Taylor, Greg Wooley; Staff: Mercedes Cormier, Ron Ulrich

**Heritage Committee** | Rob Alexander, Tanya Foubert (Town of Canmore), Jeanie Gartly, Cathy Jones, Florian Jungen, Jessica Karpat, Anna Rebus, Ian Schofield, Rob Seeley, Susan Suttie, John Snow Jr.; Staff: Ron Ulrich

# by the numbers

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## SUPPORT BY OUR COMMUNITY IN 2021

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Members - 95

---

Volunteers - 35

---

Volunteer Hours - 1,336

---

Subscribers - 572

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**I give my time to the Canmore museum for the joy of gardening and for the pleasure of working with a forward thinking, progressive organization. Learning from the local Elders and connecting with visitors are particularly fulfilling."**

— Susan Suttie, volunteer

## MUSEUM VISITATION FOR 2021

This reflects the number of drop-in gift shop visitors and paid admissions to the Canmore Museum **from June 24 to December 31** (6 months).



## BARRACKS VISITATION FOR 2021

This reflects the number of walk-in visitors to the Canmore NWMP Barracks **from June 26 to August 31**; it does not reflect program participants.

## TOTAL PROGRAM ATTENDANCE

This reflects the number of virtual and in-person program participants for 2021, for both the Canmore Museum and the Canmore NWMP Barracks.



**Total 2021 visitation = 12,226**



# community + visitor insights



## Why are you a member of the Canmore Museum?

Because I want to support an organization that is focused on capturing, sharing and celebrating the history of this town and the Bow Valley.”

- Member Survey Response, 2021



## What brought you to the NWMP Barracks today?

I enjoyed the Indigenous Learning Series and wanted to connect with members of the Stoney Nakoda at the tipi to learn more.”

- Visitor Exit Survey, 2021



## Why did you participate in today's program?

We love the ongoing book club series. We continue to feel that the Book Club has been the very best and successful initiative the museum has offered in a long time.”

- Program Feedback Survey, 2021



## Innovation is at the heart of Canmore Museum Re-Imagined.

Through ingenuity, Ron and the Canmore Museum team have established the core foundations for the Museum’s future. Our financial donation to their Innovation Fund demonstrates our unequivocal endorsement of their efforts and results.”

WES AND PAT CAMPBELL  
INNOVATION FUND DONORS, 2021

# Thank you

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## SUPPORTERS - 2021

\$100,000 +



\$50,000 - \$99,000



\$25,000 - \$49,999



**Estate of Gerry Stephenson**

\$10,000 - \$24,999



**Wes + Pat Campbell**

# our supporters + donors

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## **DONORS - 2021**

### **\$5,000 - \$9,999**

Kay and Gary Anderson

### **\$1,000 - \$2,499**

Clint Cawsey, Charles and Jennifer Teare

### **\$500 - \$999**

Rob Chapman, Richard Greene, Andrew and Mavis Holder, Rhonde and Richard LeSueur, Susan Shellian-Frey

### **\$250 - \$499**

Adriana Davies, Anonymous, Michael Simpson, Ron and Susan Suttie, Terry White

### **\$100 - \$249**

Anonymous, Gail Allford, Marino DiManno, John Fredrick, Rachel Gurney, Robert King, Linda and Dwayne Korsbrek, Murray MacDonald, Ken Macnair, Charlotte MacNaughton, James Millard, James Montram, Gail Niinimaa, Cheryl Sanford, John Snow Jr., Ron Ulrich

### **< \$100**

Hillary Austin, Belinda Boleantu, Karen Keech, Steve Hex, Dallas Suttie

Building a vibrant and welcoming community which celebrates and connects with Canmore's culture, history and natural environment is only made possible by our donors, sponsors and supporters. We gratefully acknowledge your contributions in 2021.



**the  
canmore  
museum**

© 2022



**VISION:** *Make A Difference, Change Lives, Adopt. Love.*



**MISSION:** *To provide our community with an adoption centre following a no kill, no cage philosophy to shelter, care for and re-home stray and abandoned dogs and cats and promote humane attitudes and responsible pet companionship through educational programs and community leadership.*

### **Briefing Note - Town of Canmore Committee of the Whole - September 20, 2022**

Since opening its doors 15 years ago, the Bow Valley SPCA (“BVSPCA”) has rescued 1498 cats and 670 dogs. Our vision is to make a positive difference in the lives of the dogs and cats we shelter *and* the families that adopt them. Our presentation will highlight the current operations of the BVSPCA, along with plans for the remainder of the year.

#### **Carla Cumming Sojonky Adoption Centre Operations**

Our no-cage, no-kill animal shelter has capacity for approximately 25-30 cats (varies depending on behavioural and health conditions of cats) and 7 dogs, in addition to 3 dedicated isolation rooms. We do not accept any other types of animals.

We provide shelter for abandoned, surrendered, and rescued dogs and cats, and we find them a responsible and caring ‘forever home’. Same-day adoptions are the exception not the norm as we carefully review, approve, and match families and pets for the best outcome.

In 2021:

- Adopted 61 dogs and 169 cats into the Bow Valley and surrounding areas. This represents an approximately 50% increase over 2020 adoptions (which was already a significant increase over typical prior years).
- Accepted 23 surrendered dogs and cats from local-residents (an over 50% increase from 16 surrendered animals in 2020).

Jan-June 2022:

- Adopted 17 dogs and 81 cats into the Bow Valley and surrounding area. The demand that we experienced during the Pandemic has dropped, and we expect a return to more ‘normal’ levels with animals staying with us longer before adoption.
- Accepted 24 surrendered dogs and cats from local-residents, which exceeds the full-year, 2021 statistics.

Over this period, our day-to-day operations at the Carla Cumming Sojonky Adoption Centre (“Adoption Centre”) have been carried out by a small staff consisting of a full-time Adoption Centre Manager, a full-time administrator, and a team of approximately 10 part-time Animal Care Attendants (ACA). While the Adoption Centre is closed, the BVSPCA has two acres of land leased from the province where our dogs roam, and all pets are cared for by the ACA’s.

We work with western-Canada organizations to re-home cats and dogs into the Bow Valley and across Alberta. We ensure that families and pets are well-matched and provide veterinary care and rehabilitation, socialization and behavioural training (as required) to animals before pets are adopted. Below is a list of organizations that BVSPCA has worked with in 2021-22:

- Anna Garcia Rescue
- Cochrane and Area Humane Society
- Calgary Humane Society
- Edmonton Humane Society
- Last Chance Cat Ranch (Lethbridge)
- CATSask (Saskatchewan)
- AARCS (Alberta Animal Rescue Crew Society)
- Alberta Spay and Neuter Task Force

### **Municipal Enforcement Support**

We have a long-standing relationship with Canmore's Municipal Enforcement services; we provide temporarily shelter to cats and dogs as deemed necessary by municipal enforcement officers. To do this, we must maintain a dedicated space in our facility so that there is always an available room. In 2021 we sheltered 13 dogs and cats for Canmore's Municipal Enforcement and, of those that were sheltered, 9 were returned to their owners and 4 were transferred to the Adoption Centre.

In 2021 we successfully collaborated with the Town of Canmore and WildSmart on 'Clean Up Day' at Quarry Lake. BVSPCA connected with dog owners about responsible off-leash etiquette.

An opportunity for growth in 2022/2023, may be to work with the municipality and community partners on more education campaigns, which could include animal handling or animal training.

### **Community Outreach**

The BVSPCA is committed to community involvement. We invite all residents, including children, youth, and seniors to our shelter. Through information, presentations and workshops, we provide education on compassionate animal care and responsible ownership. We also provide hands-on, force-free, obedience training to dog owners to help develop good canine citizens in our local community.

Through the efforts of our volunteers and staff we:

- Present to Canmore elementary schools – virtual in 2021
- Host local school-age groups, including the Family Connection Centre's Girls Connect group, at the Adoption Centre
- Visit with seniors at Origins, pet therapy programs
- Provide low-cost, education-based programs to the local community, including:
  - Puppy socialization classes
  - Agility classes, which supports enrichment and mental stimulation
  - Open Paws, a force-free training program for shelter animals
  - Volunteer training sessions

Some of the Outreach programs had to be amended or paused during the Pandemic. We plan to restart and expand our education programs in 2023, and there is also opportunity to collaborate with more community groups in the future.

### **Spay Neuter Assistance Program (SNAP)**

BVSPCA provides residents of the Bow Valley with a Spay Neuter Assistance Program (SNAP). Through SNAP we provide eligible families with an affordable, reduced-cost spay or neuter for their dog or cat at a local Canmore veterinary clinic. We follow the Town of Canmore's requirements for their Affordable Services Program to determine eligibility. In 2021 we were able to help 15 pet owners responsibly spay and neuter their pet through SNAP (a 50% increase from 2020). To date in 2022, we have assisted 7 pet owners through SNAP.

### **Volunteer Engagement**

We are an organization built on local volunteers. The tremendous contribution of our volunteers was recognized with the Mayor's Award for Volunteer Excellence (Not for Profit) in 2019.

Our volunteer roster is over 100 volunteers, ages ranging from 18-77 years old. Our volunteers donate approximately 20,000 hours of time to our programs each year. It is this volunteer base which has allowed us to provide an exceptional quality of life and customized care for our resident animals. Because of our volunteers, we can accept dogs and cats that need more individualized attention. The individual attention and force-free training provided to staff and volunteers, along with our no-kill philosophy, means that we keep all our pets an enriched environment until we find their 'forever families'.





**TOWN OF CANMORE**  
**MINUTES**  
 Committee of the Whole  
**Tuesday, June 21, 2022 at 9:00 a.m.**

**COUNCIL MEMBERS PRESENT**

Sean Krausert	Mayor
Tanya Foubert	Deputy Mayor
Jeff Hilstad	Councillor
Wade Graham	Councillor
Jeff Mah	Councillor
Karen Marra	Councillor
Joanna McCallum	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
Andrew Kelly	Assistant Municipal Clerk (Recorder)
Sara Jones	Executive Assistant
Andreas Comeau	Manager of Public Works
Andy Esarte	Manager of Engineering
Chelsey Richardson	Manager of Finance
Lisa Brown	Manager of Community Social Development
Palki Biswas	Acting Manager of Finance
Robyn Dinnadge	Manager of Communications
Shravan Popuri	Manager of Information Technology (joined electronically)
Caitlin Van Gaal	Environmental and Sustainability Supervisor
Christine deMontigny	Supervisor of Family Connection Centre Programs
Simon Robins	Supervisor of Solid Waste Services
Amy Fournier	Climate Change Specialist

Mayor Krausert called the June 21, 2022 committee of the whole meeting to order at 9:00 a.m.

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

**1. Land Acknowledgement**

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

23-2022COW                    **2. Agenda for the June 21, 2022 Committee of the Whole Meeting**  
Moved by Mayor Krausert that the Committee of the Whole approve the agenda for the June 21, 2022 meeting as presented.

**CARRIED UNANIMOUSLY**

**3. Introduction of Manager of Information Technology and Acting Manager of Finance**

Administration introduced Shravan Popuri, the new manager of information technology, and Palki Biswas, the new interim manager of finance.

**B. DELEGATIONS**

**1. Bow Valley Connections Centre (BVCC)**

Micheline Lambert, Director, Bow Valley Connections Centre, provided a verbal report outlining BVCC's achievements and goals and requested:

- 1) 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.
- 2) That Council support Bow Valley Connections Centre with locating a consistent and affordable daytime space for their emerging Life Campus program.

24-2022COW                    Moved by Mayor Krausert that the Committee of the Whole consider the Bow Valley Connections Centre's requests at the July 5, 2022 regular business meeting:

**CARRIED UNANIMOUSLY**

**C. MINUTES**

25-2022COW                    **1. Minutes of the May 17, 2022 Committee of the Whole Meeting**

Moved by Mayor Krausert that the Committee of the Whole approve the minutes of the May 17, 2022 meeting as presented.

**CARRIED UNANIMOUSLY**

**D. STAFF REPORTS**

**1. Summer 2022 Family Resource Network (FRN) Pilot Project**

Administration spoke to a written report updating the Committee of the Whole on a Family Resource Network summer pilot project.

**2. Circular Cities and Regions Initiative**

Administration spoke to a written report updating the Committee of the Whole on the Circular Cities and Regions Initiative, a one-year pilot to support municipalities in advancing circular economy practices.

**3. Bow Valley Trail and Teepee Town Transportation Planning**

Administration provided a verbal report updating the Committee of the Whole with an overview of functional and conceptual plans for the Bow Valley Trail and Teepee Town area.

**Meeting Break 11:11 – 11:26**

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

**4. Alberta Parks Transit Planning**

Administration spoke to a written report updating the Committee of the Whole on summer transit service to Grassi Lakes.

**E. COUNCILLOR UPDATES**

**1. June 2022 Councillor Updates**

Written report, received as information.

Councillor Marra noted that in her update, Bow Valley Regional Housing economics should list \$16.5 million to date instead of \$15.6 million to date.

**F. ADMINISTRATIVE UPDATE**

**1. June 2022 Administrative Update**

Written report, received as information.

**G. COUNCIL RESOLUTION ACTION LIST**

**1. Council Resolution Action List as of June 15, 2022**

Written report, received as information.

Noted by Mayor Krausert that administration:

- Consolidate motions with regards to 800 3<sup>rd</sup> Avenue after approval of minutes at July 5, 2022 regular business meeting.
- Add three motions to Council Strategic Plan.
- Mark Land and Property Rights Tribunal item as complete.

26-2022COW

Moved by Mayor Krausert that the Committee of the Whole postpone item B1 - Bow Valley Victim Services annual update to the July 5, 2022 regular meeting of Council.

**CARRIED UNANIMOUSLY**

**H. CORRESPONDENCE**

1. Letter from MP Richards re. Budget 2022
2. Marigold Library
3. Municipal Sustainability Initiative (MSI) 2022 Funding Letter
4. Letter from Minister of Public Safety re. Retroactive RCMP Costs
5. Letter from Minister Schulz Re. Family Resource Network (FRN) Funding

**I. IN CAMERA – None**

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



**J. ADJOURNMENT**

27-2022COW

Moved by Mayor Krausert that the Committee of the Whole adjourn the June 21, 2022 meeting at 12:03 p.m.

**CARRIED UNANIMOUSLY**

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

\_\_\_\_\_  
Andrew Kelly, Assistant Municipal Clerk

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



# Briefing

**DATE OF MEETING:** September 27, 2022 **Agenda #:** D-1

**To:** Committee of the Whole

**SUBJECT:** Adventure Club - Summer Pilot Project Evaluation

**SUBMITTED BY:** Christine deMontigny, Supervisor of Family Connection Centre Programs

**PURPOSE:** To update the Committee of the Whole on the Family Connection Centre Adventure Club - Summer Pilot Project.

## EXECUTIVE SUMMARY

The Bow Valley Family Connection Centre (FCC) provides both Family Resource Network (FRN) programs and Social Connection (SC) programs to families with children ages 0-18 years of age. FRN programs are funded through a provincial agreement that includes strict eligibility guidelines while the SC programs are municipally funded.

The FCC had an FRN grant surplus of \$7,350 from the previous fiscal year (2021/2022), which needed to be expended before March 31, 2023. The surplus was used to host a summer pilot program in 2022 called The Adventure Club, a child development outdoor play program, that also served as a short-term childcare alternative. The program operated five times per week for seven weeks. A total of 200 children registered for the program, which served a total of 63 unique individuals.

## BACKGROUND/HISTORY

In 2020 and 2021, FCC allocated a portion of the municipally funded Covid-19 capital project budget to programs that provided unparented child development support (which also served as a childcare alternative). These programs were popular, and many families appreciated the break as well as the opportunity for their children to be connected to peers at a time when there were few social connection opportunities. In 2021, a total of 389 children attended these Covid-19 relief programs, 'Free Play, Free Time' (FTFP) and 'Play without Parents' (PWP) program.

The Town has an FRN provincial grant surplus of \$7,350 from the 2021/2022 fiscal year, which must be expended by March 31, 2023, on child development services. The municipality received provincial permission to allocate this surplus to pilot a summer program called 'The Adventure Club', which was launched in July 2022 and designed to provide Canmore families with free, short-term child development-based programming as well as a childcare alternative. The program was modeled after the FPFT and PWP programs as well as municipal programs from Edmonton, Calgary, and Hamilton.

## **DISCUSSION**

The Adventure Club operated from July 11 to August 23, 2022 and was designed to provide social and emotional development opportunities, build new friendships, community connection, and independence, all while being physically active during the summer months. Since the program was unparented, it also served as a short-term childcare alternative, although it was not a registered childcare program.

The Adventure Club was evaluated based on the three program outcomes: the program provides families with affordable childcare alternatives; children participate in play-based activities that are designed to promote social-emotional development; and families feel supported and connected to community. The program targeted two distinct age groups: children aged 6-9 years of age (four programs per week), and children aged 10-13 years of age (one program per week).

There was a total of 142 program participants, which included 63 unique participants (some families registered for several sessions). Of the 142 participants, there were 129 participants for the 6–9 year-old program, which included 52 unique individuals, and 13 participants for the 10-13 year-old program, which included 11 unique individuals. An additional 58 participants registered for the programs but were unable to attend. All participants were engaged in activities and appeared to enjoy the program.

Caregivers were asked to complete a survey upon completion of the program; a total of 23 individuals responded. Based on survey responses, the primary reasons caregivers registered for the program was to provide their child with something to do (70%), provide their child with a chance to meet new friends (52%), and connect their child to community (44%). Although 30 percent of respondents commented that they registered their child to have a break, only 1 percent used the program as a childcare alternative. Caregivers reported that the program successfully helped their child meet new friends, work as part of a team, gain communication skills, and manage their emotions. In addition, 83 percent of respondents felt that the program helps with affordability in Canmore, and 57 percent felt that their family was more connected to community as a result of the program. When asked if they would register for the program again 87 percent responded that they would. Many caregivers also provided positive comments on both the program leaders and activities.

Based on feedback, the following program recommendations may be considered in the future: partnerships with other community programs, daily programs, longer sessions, and sessions during all school breaks. The Adventure Club program successfully met two of the anticipated program outcomes. The evaluation demonstrated that the program increased social-emotional development and community connection. As a result of the short-term availability of the program, few caregivers reported using the program as a childcare alternative. With additional hours and/or days, however, the program may also be used as a childcare alternative. Family Connection Centre recommends that the Adventure Club be incorporated into the annual FCC operational plan.

## **FINANCIAL IMPACTS**

The Adventure club is a pilot program. There is currently no budget to continue the program in 2023 and onward. If the program is to be continued after the pilot, an additional \$8,000 in operating funds is required to maintain the 2022 program approximately. The 2023 proposed FCC operating budget will include this option for Council's consideration.



**STAKEHOLDER ENGAGEMENT**

Program pilot is based on participant feedback.

**ATTACHMENTS**

No attachments.

**AUTHORIZATION**

Submitted by: Christine DeMontigny  
FCC Supervisor Date: August 23, 2022

Approved by: Palki Biswas  
Manager of Finance Date: August 30, 2022

Approved by: Lisa Brown  
Manager of CSD Date: August 30, 2022

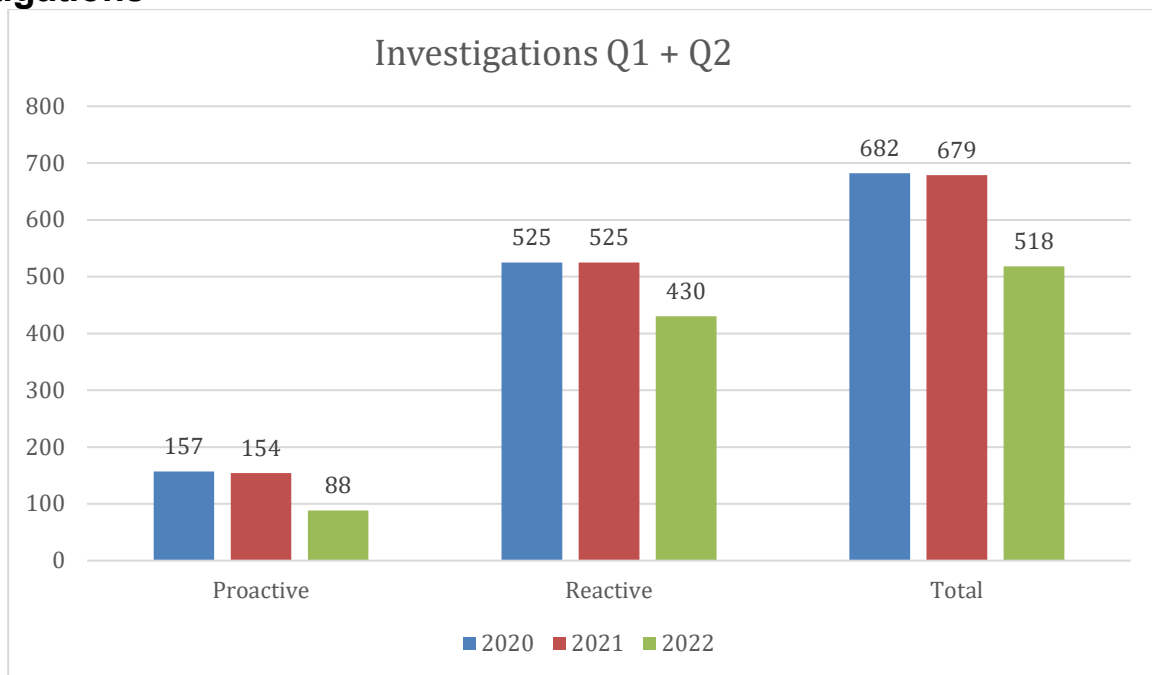
Approved by: Caitlin Miller  
Acting General Manager of Municipal Services Date: August 30, 2022

Approved by: Sally Caudill  
Chief Administrative Officer Date: September 2, 2022

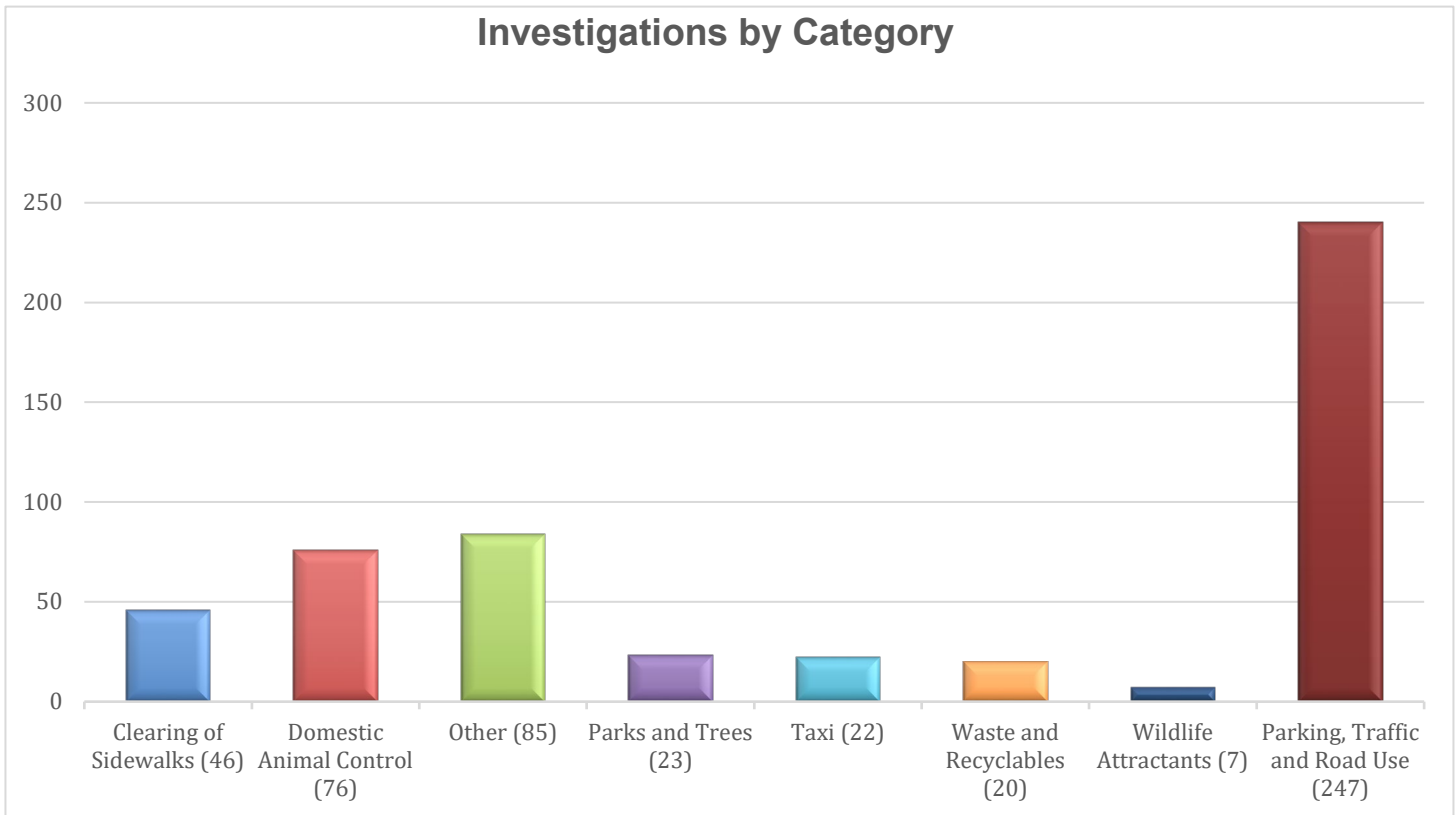
## Q1 and Q2 Highlights

- The department underwent a name change from Bylaw Services to Municipal Enforcement in April.
- Staffing levels were significantly impacted for the majority of Q1 and Q2 due to staff turnover and new officers being away for seven and a half weeks of mandatory Peace Officer training. The department was supported by 2 casual Community Peace Officers (CPO's) that work full time for other municipalities.
- A new hybrid Ford Explorer SUV patrol unit was onboarded.
- 288 feral rabbits were captured between mid-January and early April. This is an increase of 57% from 2021 when 180 feral rabbits were captured.
- Peace Officers were highly visible between Quarry Lake and the "dog pond". Several residents commented that they appreciated seeing officers in this area.

## Investigations



- Proactive investigations dropped in Q1 and Q2 in 2022 due to the decreased staffing levels.



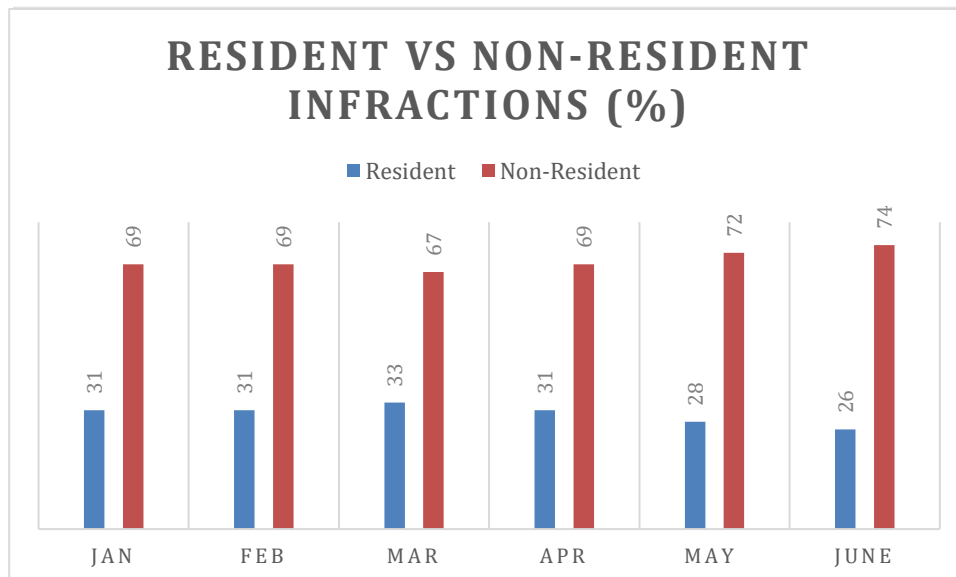
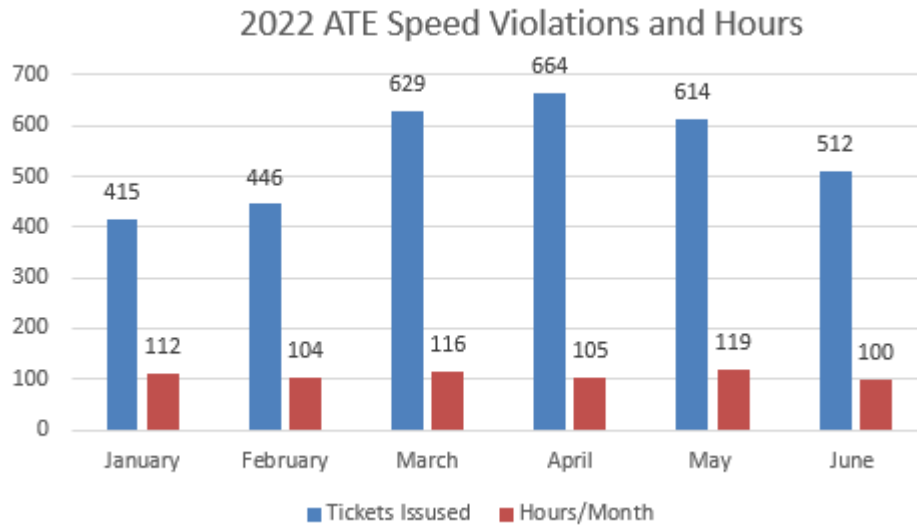
- “Other” investigations include assisting other agencies, business registry, cannabis, land use, and noise.
- 48% of the investigations conducted were under the traffic and road use bylaw with the majority of these related to parking infractions, parking longer than 72 hours and parking vehicles on private property without the consent of the owner.

## Warnings and Tickets

Community Peace Officers issued 571 warnings and tickets in Q1 and Q2 as opposed to 750 over the same time in 2021.

- The decrease is attributed to changing parking enforcement vendors as of April 30, decreased staffing levels and a change in reporting to have tickets issued within the Town Centre, Quarry Lake, and Residential Permit zones by the paid parking team.
- 14 tickets and 46 warnings were issued for dog at large.
- 9 tickets and 33 warnings were issued for camping on a highway or a public place.





## Q1 & Q2 Highlights

- Bow Valley Trail at Ray McBride Street (near Wapiti Campground) continues to be the highest infraction zone.
- Violations and hours decreased in June, which may be attributed to the weather and rainfall.
- Non-residents continue to make up the majority of speeding infractions within the Town of Canmore.

2022-08-04

S/Sgt Ryan Singleton  
Detachment Commander  
Canmore, Alberta

Dear Caitlin Miller

Please find attached the quarterly Community Policing Report that covers the April 1<sup>st</sup> to June 30<sup>th</sup>, 2022 reporting period. The attached report serves to provide a quarterly snapshot of the human resources, financial data and crime statistics for the Canmore Municipal Detachment.

In addition to the local priorities established collaboratively between your community and our local Detachment team, the Alberta RCMP has developed broader priorities for the provincial police service. Also attached as an appendix is the Alberta RCMP/Alberta Justice and Solicitor General 2022-2025 Joint Business Plan (JBP), which has been finalized and is now in effect. Created through a united effort between the Alberta RCMP and Justice and Solicitor General, this three-year plan is focused on ensuring Albertans are safe and protected.

Meetings with subject matter experts from the Alberta RCMP, Justice and Solicitor General, and community partners were a foundational aspect in developing collective priorities for the next three years. These meetings, in addition to recommendations from the Interim Police Advisory Board, helped identify emerging trends and best practices while providing clarity on the needs of our communities.

The 2022-2025 Joint Business Plan is focused on the following six priorities:

- **Enhancing Engagement and Communication with Communities and Stakeholders:** Engaging with our communities to collectively develop policing priorities that are community-led and enhancing communication about matters related to local policing services.
- **Community Safety and Well-Being:** Working with partners in an integrated, multifaceted manner to interrupt the cycle of crime and victimization.
- **Indigenous Communities:** Strengthening relationships, working together in support of Reconciliation, and responding to the needs of Indigenous communities in Alberta.

- **Equity, Diversity, and Inclusion:** Promoting inclusion and building trust with diverse communities by addressing the behaviours that threaten their sense of safety and belonging.
- **Crime Reduction:** Understanding the drivers of crime and focusing on priority offenders to increase community safety.
- **Enhancing Service Delivery:** Ensuring service delivery models and strategies effectively meet the policing needs of our communities.

The Alberta RCMP is committed to a transparent and collaborative approach in assessing performance, including establishing appropriate indicators to track progress in achieving these goals. As such, the Alberta RCMP has secured an external Consultant to assist in developing performance metrics with ongoing consultations with the Rural Municipalities of Alberta and Alberta Municipalities to ensure alignment with the needs and expectations of our communities.

The result of our collaborative efforts is a plan that is robust, responsive to community needs, and in alignment with Ministry and partner plans and priorities. You can download a full copy of the 2022-2025 Joint Business Plan at: <https://www.rcmp-grc.gc.ca/ab/publications/joint-business-plan-2022-25-plan-d'activites-conjoint-eng.htm>.

As the Chief of Police for your community, please feel free to contact me if you have any questions or concerns.

Sincerely,

S/Sgt Ryan Singleton  
Detachment Commander  
Canmore RCMP





## RCMP Municipal Policing Report

<b>Detachment</b>	Canmore Municipal
<b>Detachment Commander</b>	Staff Sergeant Ryan Singleton
<b>Quarter</b>	Q1 2022
<b>Date of Report</b>	2022-08-04

### Community Consultations

<b>Date</b>	2022-03-07
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Automated Traffic Enforcement Program Review
<b>Attendees</b>	Town of Canmore and Global Traffic Group
<b>Notes/Comments</b>	Review of zones and legislative changes.

<b>Date</b>	2022-03-15
<b>Meeting Type</b>	Meeting with Elected Officials
<b>Topics Discussed</b>	Annual Performance Plan
<b>Attendees</b>	Town of Canmore
<b>Notes/Comments</b>	Community priorities, traffic, increased visibility, bike safety and bike safety

<b>Date</b>	2022-03-30
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Canmore Emergency Management
<b>Attendees</b>	Town of Canmore and Agencies
<b>Notes/Comments</b>	Follow up meetings 2022-04-07 (Hazard identifications)



<b>Date</b>	2022-05-03
<b>Meeting Type</b>	Meeting with Elected Officials
<b>Topics Discussed</b>	Automated Traffic Enforcement Program
<b>Attendees</b>	Town of Canmore and residents
<b>Notes/Comments</b>	Photo Radar presentation

<b>Date</b>	2022-05-17
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Emergency Management
<b>Attendees</b>	Town of Canmore and Agencies
<b>Notes/Comments</b>	Planning for the Georgetown mock fire exercise (2022-06-04)

<b>Date</b>	2022-05-24
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Traffic Safety
<b>Attendees</b>	Town of Canmore
<b>Notes/Comments</b>	TRIG Meetings

<b>Date</b>	2022-05-25
<b>Meeting Type</b>	Town Hall
<b>Topics Discussed</b>	Crime prevention, legal authorities, thefts, surveillance, security, parking, noise, police visibility, schools and incident reporting
<b>Attendees</b>	Canmore Business Improvement Association



**Notes/Comments** increased visibility and crime prevention presentations

**Date** 2022-05-30

**Meeting Type** Meeting with Stakeholder(s)

**Topics Discussed** Canmore Bylaws and Resources

**Attendees** Town of Canmore

**Notes/Comments** Noise, Problem properties and Passover Reports

**Date** 2022-06-01

**Meeting Type** Community Connection

**Topics Discussed** Stoney Nakoda Mini Thni

**Attendees** Town of Canmore and Stoney Nakoda Emergency Services

**Notes/Comments** Introductions, culture, police and fire responses

**Date** 2022-06-04

**Meeting Type** Meeting with Stakeholder(s)

**Topics Discussed** Emergency Management - Georgetown Wildfire Exercise

**Attendees** Emergency Services from the surrounding area

**Notes/Comments** 2 day mock exercise

**Date** 2022-06-09

**Meeting Type** Community Connection

**Topics Discussed** Harmony Project



<b>Attendees</b>	Social Services, RCMP and YMCA
<b>Notes/Comments</b>	Sexual Violence, Consent and educational presentations.

<b>Date</b>	2022-06-10
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Crime Stats and draft multi Year Financial Plan
<b>Attendees</b>	Town of Canmore
<b>Notes/Comments</b>	Spoke about Bylaws , animal interactions and some recent arrests of prolific offenders

<b>Date</b>	2022-06-12
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	ECC activation (flood watch)
<b>Attendees</b>	Emergency Services
<b>Notes/Comments</b>	Attended briefings throughout this event

<b>Date</b>	2022-06-15
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Suicide Prevention Presentation
<b>Attendees</b>	Community
<b>Notes/Comments</b>	

<b>Date</b>	2022-06-17
<b>Meeting Type</b>	Community Connection





<b>Topics Discussed</b>	National Indigenous Day Celebration
<b>Attendees</b>	Community
<b>Notes/Comments</b>	Serge Serge and increased officer presence to support this event, community engagement

<b>Date</b>	2022-06-20
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	
<b>Attendees</b>	Business Owners - Risk Assessment as part of Project Lock Up
<b>Notes/Comments</b>	Free risk assessment from the Divisional Crime Reduction Liaison Offered

<b>Date</b>	2022-06-23
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Mulit Year Financial Plan
<b>Attendees</b>	Town of Canmore
<b>Notes/Comments</b>	Review

<b>Date</b>	2022-06-24
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Traffic, Parking, Speeding
<b>Attendees</b>	Three Sisters Home Owners Association
<b>Notes/Comments</b>	Parking, speeding, bike and school bus safety.



## Community Priorities

<p><b>Priority 1</b></p>	<p>Enhance Road Safety</p>
<p><b>Current Status &amp; Results</b></p>	<p>Canmore RCMP set up our Enhanced Road Safety initiatives based on the Alberta Safety Calendar and community consultation. During Q1, Canmore RCMP and the Alberta RCMP Traffic (Bow Valley) focused on Aggressive Driving, Motorcycles, Impairment, Construction Zones and Cycling. Resource levels continued to be a challenge for joint projects and proactive enforcement however, members continued to focus of these safety and enforcement initiatives aided by the Enhanced Policing Agreement. Proactive patrols throughout the community were also completed and encouraged on foot and bikes which included trails and the downtown core. Canmore RCMP hosted a community Bike Rodeo focusing of bike and pedestrian safety along with school bus and intersection safety with another event planned in the fall. Canmore RCMP will also be continuing with our Positive Ticketing Program focusing on safety and positive behaviours within our communities.</p>
<p><b>Priority 2</b></p>	<p>Communicate Effectively</p>
<p><b>Current Status &amp; Results</b></p>	<p>Canmore RCMP continue to work with our community partners and elected officials to build and maintain positive relationships within our policing jurisdiction and surrounding detachment. The Canmore RCMP hosted a Town Hall meeting with the Canmore Business Improvement Association and Town of Canmore where crime prevention strategies, policing priorities, crime trends and area concerns were addressed. As a result of this Town Hall, a proactive risk assessment was conducted on a local business with the RCMP's Crime Prevention Liaison Officer and our Chamber of Commerce Fraud Presentation was updated for an upcoming event. The Canmore RCMP hosted a Bike Rodeo and we will be kick starting our Positive Ticketing initiatives for community and youth engagement. We also participated in McDonald's McHappy Day and our town's two day Emergency Management Fire Exercise. S/Sgt Singleton is currently a committee member with the Law Enforcement Torch Run Special Olympics Alberta and a committee member with the Harmony Project.</p>
<p><b>Priority 3</b></p>	<p>Crime Reduction</p>
<p><b>Current Status &amp; Results</b></p>	<p>The Canmore RCMP has been negatively impacted by reduced resources as a result of the COVID 19 pandemic and Off Duty Sick members. As a result, Canmore RCMP had to second resources from our GIS Units to backfill front line operational members to ensure core operations could be maintained. Despite these challenges, Canmore RCMP were able to complete some short term projects targeting known property offenders resulting in arrests, charges and recovery of stolen property. Additional crime prevention projects are being completed to proactively educate businesses on crime trends, preventative tools, risk assessments and formal presentation to assist business and home owners. Police visibility has also been prioritized this fiscal year including foot, bike and police vehicle patrols within our entire community.</p>



## Crime Statistics<sup>1</sup>

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	April - June			January - December		
	2021	2022	% Change Year-over-Year	2020	2021	% Change Year-over-Year
<b>Total Criminal Code</b>	310	346	12%	1,202	1,125	-6%
<i>Persons Crime</i>	56	44	-21%	255	216	-15%
<i>Property Crime</i>	167	225	35%	626	591	-6%
<i>Other Criminal Code</i>	87	77	-11%	321	318	-1%
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>	10	7	-30%	83	49	-41%
<i>Provincial Code Traffic</i>	702	315	-55%	2,437	2,044	-16%
<i>Other Traffic</i>	4	0	-100%	14	10	-29%
<b>CDSA Offences</b>	5	3	-40%	14	9	-36%
<b>Other Federal Acts</b>	8	5	-38%	39	14	64%
<b>Other Provincial Acts</b>	145	109	-25%	578	474	-18%
<b>Municipal By-Laws</b>	93	111	19%	330	304	-8%
<b>Motor Vehicle Collisions</b>	60	60	0%	292	260	-11%

<sup>1</sup> Data extracted from a live database (PROS) and is subject to change over time.

## Trends/Points of Interest

Canmore RCMP has seen an increase in property crimes specifically thefts and possession of stolen property primarily due to some recent traveling crime groups targeting the Bow Valley. Proactive integrated targeting was completed on this group resulting in the recovery of stolen property and criminal charges. Preventative information concerning crime techniques have been added to our detachment crime prevention presentation to share with business owners. Canmore has also seen an increase with mental health, municipal bylaws and spousal assault calls which we continue to monitor and work with community stakeholders on.





**Municipal Overview: Human Resources<sup>2</sup>**

Staffing Category	Established Positions	Working	Special Leave <sup>3</sup>	Hard Vacancies <sup>4</sup>	Revised Plan at Q1	2022 FTE Utilization Plan
Police Officers	19	18	2	0	17	17
Detachment Support						

<sup>2</sup> Data extracted on June 30, 2022 and is subject to change.

<sup>3</sup> Once members are placed on "Special Leave" (eg. Maternity/paternity, medical >30 days, leave without pay, graduated return to work) they are not included in the FTE count and their pay is not charged directly to each location. However, any salary expenditures associated with these employees while on leave is included as an "indirect cost" and billed within the Divisional Administration rate, charged to all contracts.

<sup>4</sup> Hard vacancies reflect positions that do not have an employee attached and need to be filled.

**Comments**

Police Officers - of the 19 established positions, 18 officers are working with 2 on special leave (2 medical). 1 position has been backfilled. 2 positions have 2 officers assigned to it. The annual plan for Canmore is based on 17 working officers.





**Municipal Overview: Financial/O&M**

As a municipality with a population under 15,000, the community benefits from the pooling of several costs, which are allocated on a per capita basis. Overtime and commissionaire guarding costs are direct costs to the municipality, and are not included as pooled costs.

Municipal	Year to Date Expenditures <sup>5</sup>	Revised Plan at Q1	2022 Financial Plan
Pay	465,796	1,878,362	1,878,362
Overtime	24,917	160,000	160,000
Operating and Maintenance	41,656	182,343	182,343
Commissionaire Guarding	5,995	150,000	150,000
Equipment	9,320	156,528	156,528
Other	2,744	39,132	39,132
Div. Admin & Indirect Costs	281,994	1,141,177	1,141,177
<b>Total (in 100% terms)</b>	<b>1,678,404</b>	<b>3,725,714</b>	<b>3,725,714</b>
<b>Total (with applicable cost share ratio of 70% applied)</b>	<b>1,176,681</b>	<b>2,653,000</b>	<b>2,653,000</b>

<sup>5</sup> Includes expenditures up to June 30, 2022.

**Comments**

The financial plans as identified above are in alignment with the recent multi-year financial plan and 2022/23 forecast. The forecast includes the approximate 4% pay-raise increase for Non-Commissioned Officers which was effective as of April 1, 2022, as per the collective bargaining agreement. Quarter 1 invoicing for the 2022/23 fiscal year as well as the 2021/22 reconciliation package, will be distributed no later than August 23rd.

Inquiries regarding the retroactive pay-raise can be directed to the to the CMC Secretariat at ps.cmcsec-cgesec.sp@ps-sp.gc.ca.



## Definitions

### Municipal Overview: Human Resources

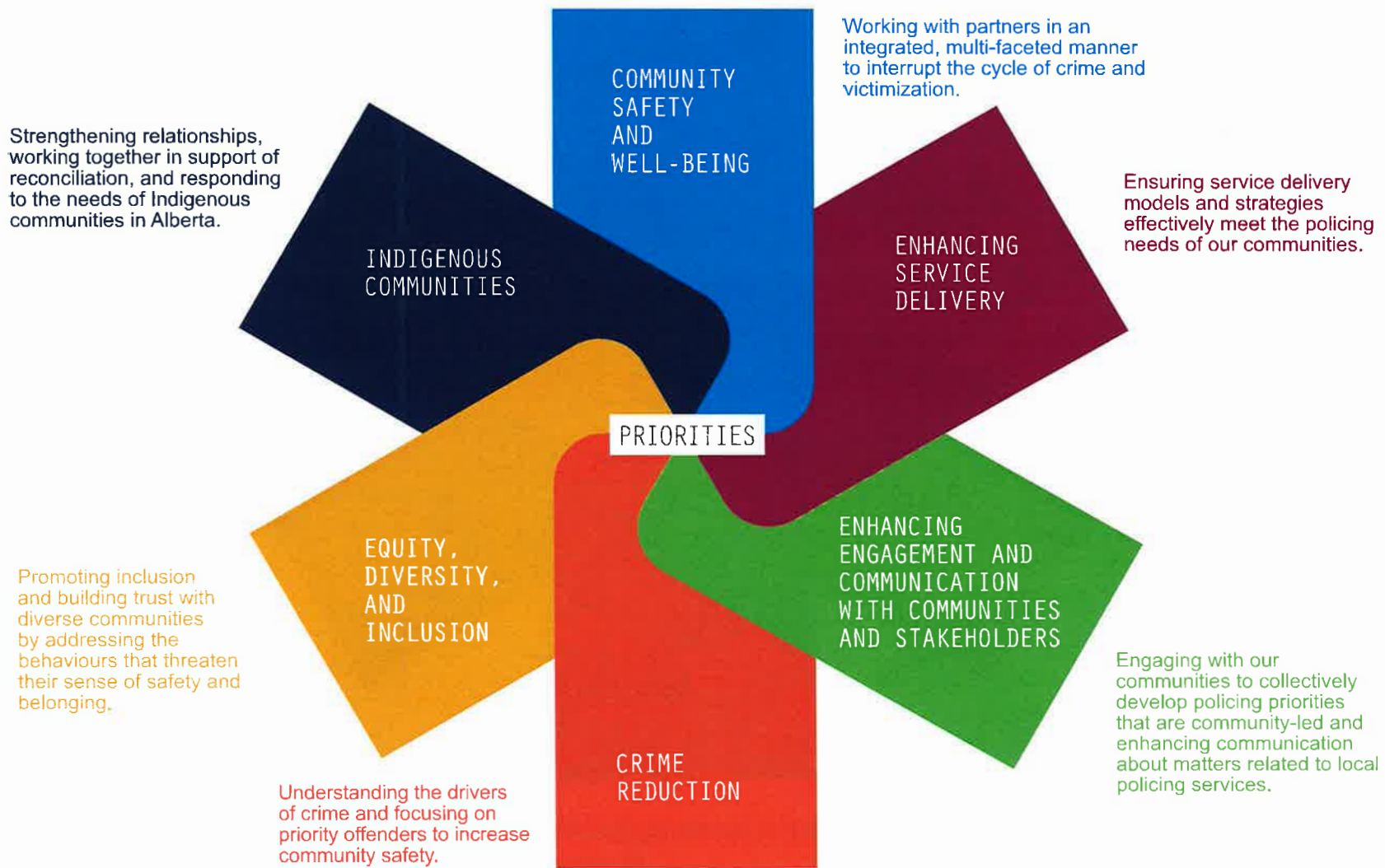
<b>FTE Utilization</b>	A full-time equivalent (FTE) employee is defined by the number of months in a fiscal year that a position is filled. The FTE utilization level refers to the total months filled for all positions within the detachment/unit.
<b>2021/22 FTE Utilization Plan</b>	This reflects the number of working FTEs planned to be in place for the fiscal year.
<b>Revised Plan at Q1</b>	This reflects any adjustments to the planned number of working FTEs, which may vary as hard and soft vacancies fluctuate throughout the year.

### Municipal Overview: Financial/O&M

<b>Year-To-Date (YTD) Expenditures</b>	YTD expenditures reflect the actual expenditures within each category, as of the date of the report.
<b>Revised Plan at Q1</b>	This reflects any adjustments to the forecasted spending plan for the relevant category, which may vary as expenditures are realized throughout the year.
<b>2021/22 Financial Plan</b>	This reflects the target spending levels set for each category of expenditure, and the initial financial plan for the 2021/22 fiscal year.
<b>Pay</b>	Includes salary costs and associated allowances for police officers and civilian support.
<b>Overtime</b>	Includes direct overtime costs for police officers.
<b>Operating and Maintenance</b>	Reflects all unit operating costs, including items such as travel, fuel and vehicle repairs.
<b>Commissionnaire Guarding</b>	Reflects the costs of guarding prisoners within detachments.
<b>Equipment</b>	Include expenditures for operational and technology equipment, police vehicles and the fit-up of those vehicles.
<b>Div. Admin &amp; Indirect Costs</b>	This reflects the division administration charges associated to core administration costs, special leaves and health services costs, and the indirect costs associated to all employees, including benefits, Canada Pension Plan and Employment Insurance rates.
<b>Other</b>	This includes all remaining expenditures including applicable training costs, secret expenditures and air services costs if applicable.
<b>Total</b>	Reflects the total costs of all categories of expenditures.



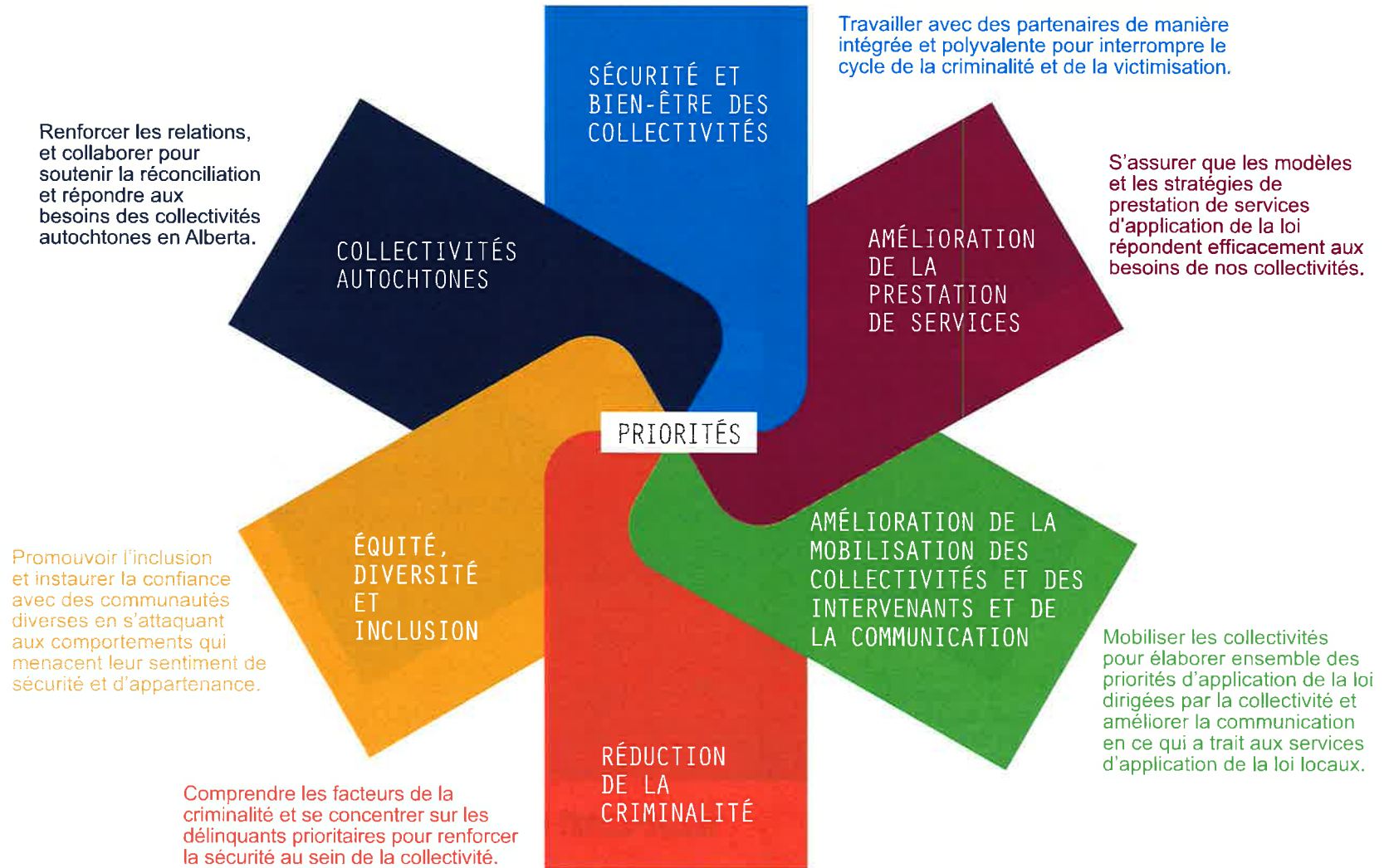
**Alberta Provincial Police Service Priorities  
Alberta RCMP and JSG Joint Business Plan (2022-2025)**



For more information about the Alberta RCMP's provincial policing priorities, please visit:  
<https://www.rcmp-grc.gc.ca/ab/publications/joint-business-plan-2022-25-plan-d-activites-conjoint-eng.htm>



**Priorités des services de police provinciaux de l'Alberta**  
**Plan d'activités conjoint de la GRC en Alberta et du ministère de la Justice et du Solliciteur général (2022-2025)**



Pour obtenir des renseignements sur les priorités de la GRC en Alberta en matière de services de police provinciaux, voir le site suivant :

<https://www.rcmp-grc.gc.ca/ab/publications/joint-business-plan-2022-25-plan-d'activites-conjoint-fra.htm>





## Canmore Municipal Detachment Crime Statistics (Actual) April to June (Q1): 2018 - 2022

All categories contain "Attempted" and/or "Completed"

July 7, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	0	1	N/A	N/A	0.2
Sexual Assaults		2	2	2	2	2	0%	0%	0.0
Other Sexual Offences		0	2	0	2	0	N/A	-100%	0.0
Assault		27	27	43	28	23	-15%	-18%	-0.7
Kidnapping/Hostage/Abduction		1	0	0	0	0	-100%	N/A	-0.2
Extortion		0	1	1	0	1	N/A	N/A	0.1
Criminal Harassment		7	13	12	15	10	43%	-33%	0.8
Uttering Threats		5	8	15	9	7	40%	-22%	0.5
<b>TOTAL PERSONS</b>		<b>42</b>	<b>53</b>	<b>73</b>	<b>56</b>	<b>44</b>	<b>5%</b>	<b>-21%</b>	<b>0.7</b>
Break & Enter		4	9	7	5	8	100%	60%	0.4
Theft of Motor Vehicle		7	3	5	7	7	0%	0%	0.4
Theft Over \$5,000		4	3	2	3	15	275%	400%	2.2
Theft Under \$5,000		89	67	47	38	91	2%	139%	-2.5
Possn Stn Goods		9	11	7	6	9	0%	50%	-0.5
Fraud		40	37	25	34	31	-23%	-9%	-2.1
Arson		0	0	0	1	0	N/A	-100%	0.1
Mischief - Damage To Property		0	2	19	32	32	N/A	0%	9.4
Mischief - Other		51	46	31	41	32	-37%	-22%	-4.3
<b>TOTAL PROPERTY</b>		<b>204</b>	<b>178</b>	<b>143</b>	<b>167</b>	<b>225</b>	<b>10%</b>	<b>35%</b>	<b>3.1</b>
Offensive Weapons		4	3	0	0	3	-25%	N/A	-0.5
Disturbing the peace		45	60	37	45	35	-22%	-22%	-3.5
Fail to Comply & Breaches		41	37	8	34	28	-32%	-18%	-2.9
<b>OTHER CRIMINAL CODE</b>		<b>7</b>	<b>11</b>	<b>9</b>	<b>8</b>	<b>11</b>	<b>57%</b>	<b>38%</b>	<b>0.5</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>97</b>	<b>111</b>	<b>54</b>	<b>87</b>	<b>77</b>	<b>-21%</b>	<b>-11%</b>	<b>-6.4</b>
<b>TOTAL CRIMINAL CODE</b>		<b>343</b>	<b>342</b>	<b>270</b>	<b>310</b>	<b>346</b>	<b>1%</b>	<b>12%</b>	<b>-2.6</b>



## Canmore Municipal Detachment

### Crime Statistics (Actual)

April to June (Q1): 2018 - 2022

All categories contain "Attempted" and/or "Completed"

July 7, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		13	2	2	2	1	-92%	-50%	-2.4
Drug Enforcement - Trafficking		14	4	3	3	2	-86%	-33%	-2.5
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>27</b>	<b>6</b>	<b>5</b>	<b>5</b>	<b>3</b>	<b>-89%</b>	<b>-40%</b>	<b>-4.9</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		1	2	9	3	2	100%	-33%	0.3
<b>TOTAL FEDERAL</b>		<b>28</b>	<b>8</b>	<b>14</b>	<b>8</b>	<b>5</b>	<b>-82%</b>	<b>-38%</b>	<b>-4.6</b>
Liquor Act		41	54	25	23	12	-71%	-48%	-8.9
Cannabis Act		0	4	2	3	1	N/A	-67%	0.1
Mental Health Act		38	30	52	35	44	16%	26%	1.7
Other Provincial Stats		33	53	72	84	52	58%	-38%	6.9
<b>Total Provincial Stats</b>		<b>112</b>	<b>141</b>	<b>151</b>	<b>145</b>	<b>109</b>	<b>-3%</b>	<b>-25%</b>	<b>-0.2</b>
Municipal By-laws Traffic		6	3	3	6	3	-50%	-50%	-0.3
Municipal By-laws		142	82	76	87	108	-24%	24%	-6.3
<b>Total Municipal</b>		<b>148</b>	<b>85</b>	<b>79</b>	<b>93</b>	<b>111</b>	<b>-25%</b>	<b>19%</b>	<b>-6.6</b>
Fatals		1	0	0	0	1	0%	N/A	0.0
Injury MVC		5	2	2	5	3	-40%	-40%	-0.1
Property Damage MVC (Reportable)		54	68	43	49	49	-9%	0%	-2.9
Property Damage MVC (Non Reportable)		14	14	6	6	7	-50%	17%	-2.2
<b>TOTAL MVC</b>		<b>74</b>	<b>84</b>	<b>51</b>	<b>60</b>	<b>60</b>	<b>-19%</b>	<b>0%</b>	<b>-5.2</b>
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	5	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		<b>857</b>	<b>707</b>	<b>506</b>	<b>702</b>	<b>315</b>	<b>-63%</b>	<b>-55%</b>	<b>-108.9</b>
<b>Other Traffic</b>		<b>5</b>	<b>9</b>	<b>2</b>	<b>4</b>	<b>0</b>	<b>-100%</b>	<b>-100%</b>	<b>-1.5</b>
<b>Criminal Code Traffic</b>		<b>15</b>	<b>20</b>	<b>10</b>	<b>10</b>	<b>7</b>	<b>-53%</b>	<b>-30%</b>	<b>-2.6</b>
<b>Common Police Activities</b>									
False Alarms		78	23	18	26	30	-62%	15%	-9.3
False/Abandoned 911 Call and 911 Act		107	51	20	35	35	-67%	0%	-16.0
Suspicious Person/Vehicle/Property		70	56	66	47	46	-34%	-2%	-5.7
Persons Reported Missing		2	4	6	1	6	200%	500%	0.5
Search Warrants		0	0	1	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		36	35	34	26	39	8%	50%	-0.3
Form 10 (MHA) (Reported)		0	0	3	10	7	N/A	-30%	2.4



## Canmore Municipal Detachment Crime Statistics (Actual) January to July: 2018 - 2022

All categories contain "Attempted" and/or "Completed"

August 9, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	1	0	1	2	N/A	100%	0.4
Sexual Assaults		8	6	7	6	10	25%	67%	0.4
Other Sexual Offences		0	6	5	2	2	N/A	0%	0.0
Assault		70	65	85	83	61	-13%	-27%	0.0
Kidnapping/Hostage/Abduction		1	0	0	0	0	-100%	N/A	-0.2
Extortion		0	1	2	1	1	N/A	0%	0.2
Criminal Harassment		20	19	25	22	20	0%	-9%	0.3
Uttering Threats		19	14	21	17	23	21%	35%	1.1
<b>TOTAL PERSONS</b>		<b>118</b>	<b>112</b>	<b>145</b>	<b>132</b>	<b>119</b>	<b>1%</b>	<b>-10%</b>	<b>2.2</b>
Break & Enter		15	22	25	14	15	0%	7%	-0.8
Theft of Motor Vehicle		21	12	13	13	14	-33%	8%	-1.3
Theft Over \$5,000		7	7	4	4	19	171%	375%	2.1
Theft Under \$5,000		180	121	111	81	169	-6%	109%	-6.2
Possn Stn Goods		15	22	17	10	17	13%	70%	-0.8
Fraud		80	72	75	69	83	4%	20%	0.3
Arson		0	1	0	1	0	N/A	-100%	0.0
Mischief - Damage To Property		0	4	55	57	69	N/A	21%	19.1
Mischief - Other		112	96	65	89	95	-15%	7%	-4.1
<b>TOTAL PROPERTY</b>		<b>430</b>	<b>357</b>	<b>365</b>	<b>338</b>	<b>481</b>	<b>12%</b>	<b>42%</b>	<b>8.3</b>
Offensive Weapons		6	3	2	2	6	0%	200%	-0.1
Disturbing the peace		102	129	91	92	100	-2%	9%	-4.1
Fail to Comply & Breaches		92	75	44	85	74	-20%	-13%	-2.6
<b>OTHER CRIMINAL CODE</b>		<b>20</b>	<b>21</b>	<b>26</b>	<b>14</b>	<b>22</b>	<b>10%</b>	<b>57%</b>	<b>-0.3</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>220</b>	<b>228</b>	<b>163</b>	<b>193</b>	<b>202</b>	<b>-8%</b>	<b>5%</b>	<b>-7.1</b>
<b>TOTAL CRIMINAL CODE</b>		<b>768</b>	<b>697</b>	<b>673</b>	<b>663</b>	<b>802</b>	<b>4%</b>	<b>21%</b>	<b>3.4</b>



## Canmore Municipal Detachment Crime Statistics (Actual) January to July: 2018 - 2022

All categories contain "Attempted" and/or "Completed"

August 9, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		26	5	4	4	6	-77%	50%	-4.1
Drug Enforcement - Trafficking		18	5	4	4	2	-89%	-50%	-3.3
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>44</b>	<b>10</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>-82%</b>	<b>0%</b>	<b>-7.4</b>
Cannabis Enforcement		0	1	0	0	0	N/A	N/A	-0.1
Federal - General		5	4	19	5	2	-60%	-60%	-0.5
<b>TOTAL FEDERAL</b>		<b>49</b>	<b>15</b>	<b>27</b>	<b>13</b>	<b>10</b>	<b>-80%</b>	<b>-23%</b>	<b>-8.0</b>
Liquor Act		81	110	67	52	25	-69%	-52%	-17.0
Cannabis Act		0	9	6	7	2	N/A	-71%	0.2
Mental Health Act		75	71	104	71	100	33%	41%	5.0
Other Provincial Stats		94	107	160	169	131	39%	-22%	13.6
<b>Total Provincial Stats</b>		<b>250</b>	<b>297</b>	<b>337</b>	<b>299</b>	<b>258</b>	<b>3%</b>	<b>-14%</b>	<b>1.8</b>
Municipal By-laws Traffic		14	8	12	9	14	0%	56%	0.1
Municipal By-laws		312	178	171	179	214	-31%	20%	-19.5
<b>Total Municipal</b>		<b>326</b>	<b>186</b>	<b>183</b>	<b>188</b>	<b>228</b>	<b>-30%</b>	<b>21%</b>	<b>-19.4</b>
Fatals		1	0	0	1	1	0%	0%	0.1
Injury MVC		10	11	13	13	15	50%	15%	1.2
Property Damage MVC (Reportable)		167	175	140	116	125	-25%	8%	-14.3
Property Damage MVC (Non Reportable)		32	39	19	15	16	-50%	7%	-5.6
<b>TOTAL MVC</b>		<b>210</b>	<b>225</b>	<b>172</b>	<b>145</b>	<b>157</b>	<b>-25%</b>	<b>8%</b>	<b>-18.6</b>
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	15	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		<b>1,474</b>	<b>1,784</b>	<b>1,134</b>	<b>1,376</b>	<b>719</b>	<b>-51%</b>	<b>-48%</b>	<b>-191.8</b>
<b>Other Traffic</b>		<b>17</b>	<b>30</b>	<b>10</b>	<b>6</b>	<b>2</b>	<b>-88%</b>	<b>-67%</b>	<b>-5.4</b>
<b>Criminal Code Traffic</b>		<b>34</b>	<b>59</b>	<b>46</b>	<b>23</b>	<b>21</b>	<b>-38%</b>	<b>-9%</b>	<b>-6.2</b>
<b>Common Police Activities</b>									
False Alarms		189	62	54	62	77	-59%	24%	-22.4
False/Abandoned 911 Call and 911 Act		210	123	76	75	98	-53%	31%	-27.2
Suspicious Person/Vehicle/Property		131	156	138	106	106	-19%	0%	-10.0
Persons Reported Missing		18	11	14	10	13	-28%	30%	-1.1
Search Warrants		0	0	1	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		77	68	73	59	85	10%	44%	0.7
Form 10 (MHA) (Reported)		0	3	7	16	11	N/A	-31%	3.5





## Canmore Municipal Detachment Crime Statistics (Actual) July: 2018 - 2022

All categories contain "Attempted" and/or "Completed"

August 9, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	1	0	N/A	-100%	0.1
Sexual Assaults		2	0	3	2	1	-50%	-50%	0.0
Other Sexual Offences		0	1	3	0	1	N/A	N/A	0.1
Assault		12	8	13	15	15	25%	0%	1.3
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	1	0	N/A	-100%	0.1
Criminal Harassment		6	0	6	1	3	-50%	200%	-0.5
Uttering Threats		3	1	2	3	5	67%	67%	0.6
<b>TOTAL PERSONS</b>		<b>23</b>	<b>10</b>	<b>27</b>	<b>23</b>	<b>25</b>	<b>9%</b>	<b>9%</b>	<b>1.7</b>
Break & Enter		3	3	4	2	1	-67%	-50%	-0.5
Theft of Motor Vehicle		6	2	1	3	3	-50%	0%	-0.5
Theft Over \$5,000		2	3	2	0	1	-50%	N/A	-0.5
Theft Under \$5,000		38	19	16	18	25	-34%	39%	-2.7
Possn Stn Goods		4	2	4	1	0	-100%	-100%	-0.9
Fraud		17	6	19	6	12	-29%	100%	-1.0
Arson		0	0	0	0	0	N/A	N/A	0.0
Mischief - Damage To Property		0	2	10	8	16	N/A	100%	3.8
Mischief - Other		19	15	11	21	6	-68%	-71%	-2.0
<b>TOTAL PROPERTY</b>		<b>89</b>	<b>52</b>	<b>67</b>	<b>59</b>	<b>64</b>	<b>-28%</b>	<b>8%</b>	<b>-4.3</b>
Offensive Weapons		0	0	0	1	0	N/A	-100%	0.1
Disturbing the peace		21	18	11	27	29	38%	7%	2.5
Fail to Comply & Breaches		6	12	5	11	19	217%	73%	2.5
<b>OTHER CRIMINAL CODE</b>		<b>5</b>	<b>5</b>	<b>6</b>	<b>1</b>	<b>3</b>	<b>-40%</b>	<b>200%</b>	<b>-0.8</b>
<b>TOTAL OTHER CRIMINAL CODE</b>		<b>32</b>	<b>35</b>	<b>22</b>	<b>40</b>	<b>51</b>	<b>59%</b>	<b>28%</b>	<b>4.3</b>
<b>TOTAL CRIMINAL CODE</b>		<b>144</b>	<b>97</b>	<b>116</b>	<b>122</b>	<b>140</b>	<b>-3%</b>	<b>15%</b>	<b>1.7</b>



## Canmore Municipal Detachment Crime Statistics (Actual) July: 2018 - 2022

All categories contain "Attempted" and/or "Completed"

August 9, 2022

CATEGORY	Trend	2018	2019	2020	2021	2022	% Change 2018 - 2022	% Change 2021 - 2022	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		6	1	1	0	1	-83%	N/A	-1.1
Drug Enforcement - Trafficking		1	0	0	0	0	-100%	N/A	-0.2
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
<b>Total Drugs</b>		<b>7</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>-86%</b>	<b>N/A</b>	<b>-1.3</b>
Cannabis Enforcement		0	0	0	0	0	N/A	N/A	0.0
Federal - General		3	0	8	1	0	-100%	-100%	-0.5
<b>TOTAL FEDERAL</b>		<b>10</b>	<b>1</b>	<b>9</b>	<b>1</b>	<b>1</b>	<b>-90%</b>	<b>0%</b>	<b>-1.8</b>
Liquor Act		17	22	13	22	8	-53%	-64%	-1.8
Cannabis Act		0	2	0	2	0	N/A	-100%	0.0
Mental Health Act		13	16	10	14	16	23%	14%	0.4
Other Provincial Stats		19	20	46	32	23	21%	-28%	2.0
<b>Total Provincial Stats</b>		<b>49</b>	<b>60</b>	<b>69</b>	<b>70</b>	<b>47</b>	<b>-4%</b>	<b>-33%</b>	<b>0.6</b>
Municipal By-laws Traffic		4	2	4	2	6	50%	200%	0.4
Municipal By-laws		55	30	38	42	31	-44%	-26%	-3.6
<b>Total Municipal</b>		<b>59</b>	<b>32</b>	<b>42</b>	<b>44</b>	<b>37</b>	<b>-37%</b>	<b>-16%</b>	<b>-3.2</b>
Fatals		0	0	0	1	0	N/A	-100%	0.1
Injury MVC		1	1	1	2	6	500%	200%	1.1
Property Damage MVC (Reportable)		29	21	29	23	21	-28%	-9%	-1.4
Property Damage MVC (Non Reportable)		4	8	1	4	5	25%	25%	-0.2
<b>TOTAL MVC</b>		<b>34</b>	<b>30</b>	<b>31</b>	<b>30</b>	<b>32</b>	<b>-6%</b>	<b>7%</b>	<b>-0.4</b>
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	2	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
<b>Total Provincial Traffic</b>		<b>363</b>	<b>130</b>	<b>183</b>	<b>194</b>	<b>102</b>	<b>-72%</b>	<b>-47%</b>	<b>-45.8</b>
<b>Other Traffic</b>		<b>5</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>-80%</b>	<b>N/A</b>	<b>-1.7</b>
<b>Criminal Code Traffic</b>		<b>11</b>	<b>13</b>	<b>13</b>	<b>5</b>	<b>4</b>	<b>-64%</b>	<b>-20%</b>	<b>-2.2</b>
<b>Common Police Activities</b>									
False Alarms		28	11	10	12	17	-39%	42%	-2.1
False/Abandoned 911 Call and 911 Act		40	30	12	15	22	-45%	47%	-5.1
Suspicious Person/Vehicle/Property		24	34	22	14	29	21%	107%	-1.0
Persons Reported Missing		7	1	5	6	1	-86%	-83%	-0.7
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		13	9	11	8	18	38%	125%	0.9
Form 10 (MHA) (Reported)		0	3	1	1	3	N/A	200%	0.4



## Canmore Municipal Detachment Crime Statistics (Actual) January to July: 2018 - 2022

All categories contain "Attempted" and/or "Completed"

August 9, 2022

Category	Trend	2018	2019	2020	2021	2022	FLAG
<b>Theft Motor Vehicle (Total)</b>		21	12	13	13	14	Within Norm
Auto		3	0	2	3	0	Within Norm
Truck		8	7	4	3	4	Within Norm
SUV		5	1	3	3	2	Within Norm
Van		2	1	0	0	2	Issue
Motorcycle		0	0	0	0	1	Issue
Other		2	2	2	1	4	Issue
Take Auto without Consent		1	1	2	3	1	Within Norm
<b>Break and Enter (Total)*</b>		15	22	25	14	15	Within Norm
Business		4	6	11	5	5	Within Norm
Residence		9	8	12	4	5	Within Norm
Cottage or Seasonal Residence		0	1	0	0	0	Within Norm
Other		0	3	1	5	1	Within Norm
<b>Theft Over &amp; Under \$5,000 (Total)</b>		187	128	115	85	188	Issue
Theft from a motor vehicle		82	55	31	22	60	Within Norm
Shoplifting		19	16	13	20	24	Issue
Mail Theft (includes all Mail offences)		1	0	2	1	2	Issue
Theft of bicycle		16	11	22	16	36	Issue
Other Theft		69	46	48	26	66	Within Norm

Mischief To Property		112	100	120	146	164	Issue
Suspicious Person/ Vehicle/ Property		131	156	138	106	106	Within Norm
Fail to Comply/Breach		92	75	44	85	74	Within Norm
Wellbeing Check		45	74	99	71	84	Within Norm
Mental Health Act		75	71	104	71	100	Issue
False Alarms		189	62	54	62	77	Within Norm

Traffic	Trend	2018	2019	2020	2021	2022	FLAG
Roadside Suspensions - alcohol related - No grounds to charge*		16	25	10	5	2	Within Norm
Occupant Restraint/Seatbelt Violations*		11	27	16	12	6	Within Norm
Speeding Violations*		462	758	419	580	255	Within Norm
Intersection Related Violations*		51	72	24	25	20	Within Norm
Other Non-Moving Violation*		231	323	207	229	173	Within Norm
Pursuits**		0	3	1	1	0	Within Norm
Other CC Traffic**		2	5	1	0	4	Within Norm

\*\*Actual" \*\*\*Reported"

Categories flagged with "Issue" only indicate that the current number of offences are higher the statistical norm based on previous years.



## Canmore Municipal Detachment - Break and Enters (includes unlawfully in a dwelling place)

All categories contain "Attempted" and/or "Completed"

August 9, 2022

2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	1	1	5	3	0	2	2	4	3	6	7	5
Running Total	1	2	7	10	10	12	14	18	21	27	34	39
Quarter	7			5			9			18		
2022												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	1	0	4	3	0	6	1					
Running Total	1	1	5	8	8	14	15					
Quarter	5			9			TBD			TBD		
Year over Year % Change	0%	-50%	-29%	-20%	-20%	17%	7%					

## Canmore Municipal Detachment - Theft of Motor Vehicles (includes taking without consent)

All categories contain "Attempted" and/or "Completed"

August 9, 2022

2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	1	2	0	1	4	2	3	5	1	2	4	3
Running Total	1	3	3	4	8	10	13	18	19	21	25	28
Quarter	3			7			9			9		
2022												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	4	0	0	1	5	1	3					
Running Total	4	4	4	5	10	11	14					
Quarter	4			7			TBD			TBD		
Year over Year % Change	300%	33%	33%	25%	25%	10%	8%					





## Canmore Municipal Detachment - Theft Under \$5,000

All categories contain "Attempted" and/or "Completed"

August 9, 2022

2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	8	5	12	14	12	12	18	23	27	9	10	19
Running Total	8	13	25	39	51	63	81	104	131	140	150	169
Quarter	25			38			68			38		
2022												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	15	14	20	13	43	39	25					
Running Total	15	29	49	62	105	144	169					
Quarter	49			95			TBD			TBD		
Year over Year % Change	88%	123%	96%	59%	106%	129%	109%					

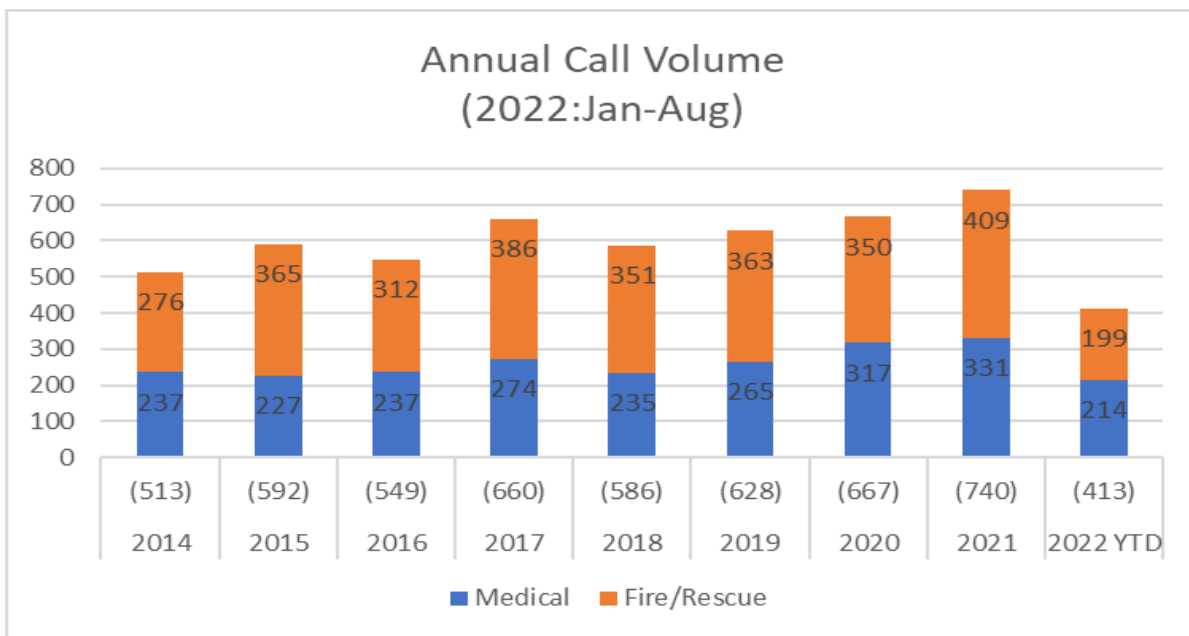
## Canmore Municipal Detachment - Theft from Motor Vehicles

All categories contain "Attempted" and/or "Completed"

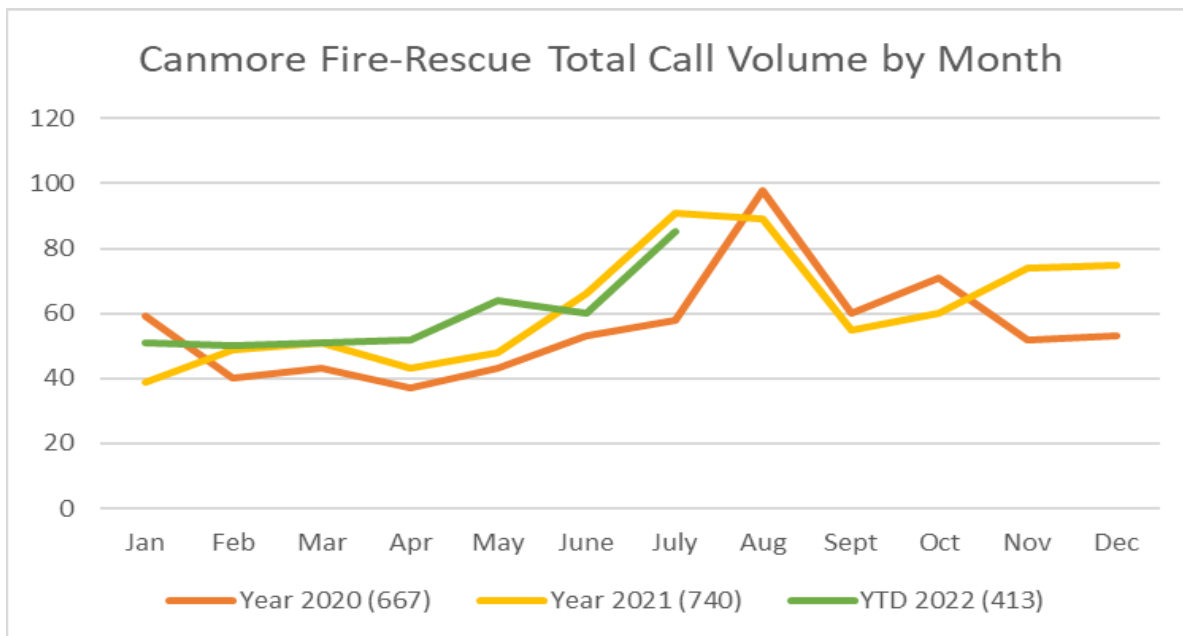
August 9, 2022

2021												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	0	0	2	7	7	4	2	6	10	1	4	5
Running Total	0	0	2	9	16	20	22	28	38	39	43	48
Quarter	2			18			18			10		
2022												
Month	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Actuals	3	9	3	5	15	14	11					
Running Total	3	12	15	20	35	49	60					
Quarter	15			34			TBD			TBD		
Year over Year % Change			650%	122%	119%	145%	173%					

### Statistics

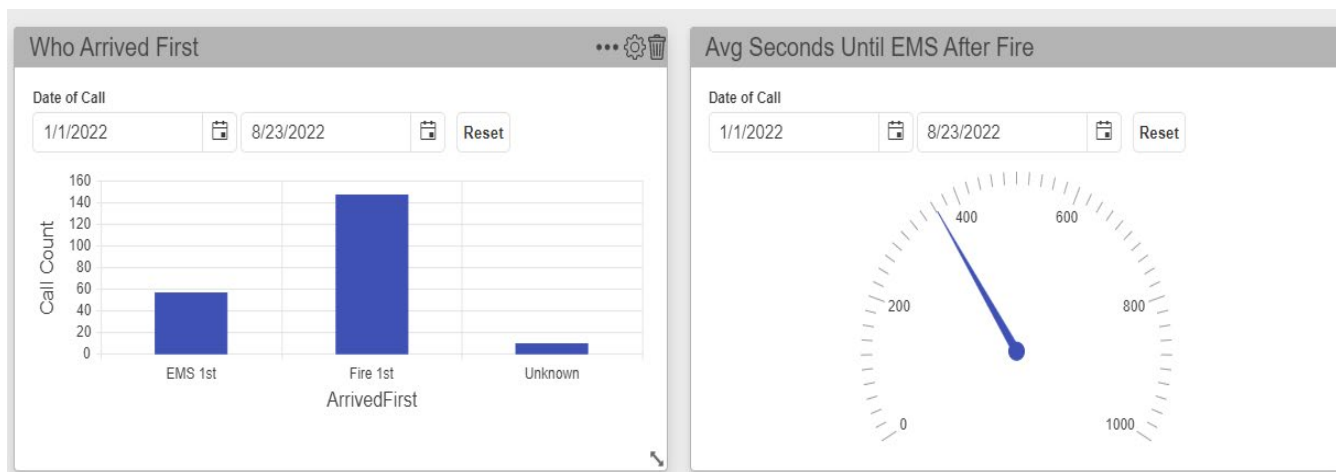
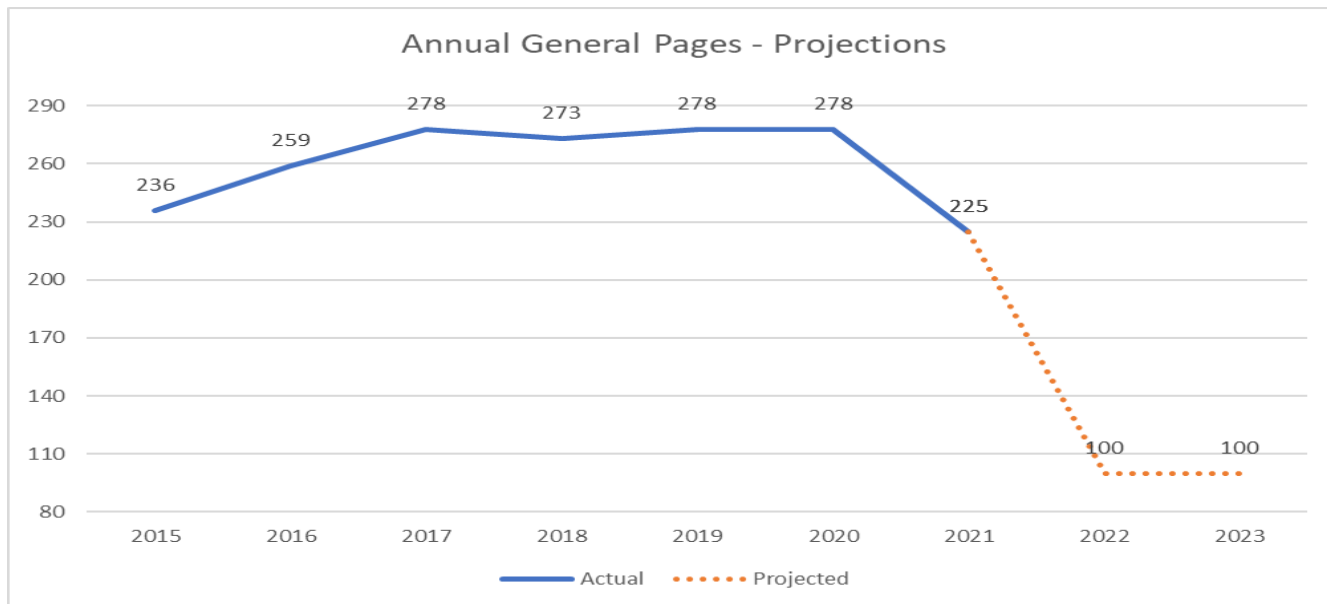


- 2021 total call volume increased from 2020 by **10.9%**
- 2022 call volume is projected to increase from 2021 by **3.5%**
- Medical event volumes are trending upwards year over year; **52%** of events were medical



## General Pages

- Peak Staffing 2021 – 8 months, March 1<sup>st</sup> until October 1<sup>st</sup>, **19%** reduction from 2020
- Peak Staffing 2022 – Full year of peak staffing, trending to see a reduction in general pages by **56%** from 2021



- First on scene YTD 2022: 72% Fire Rescue, 28% EMS
- Fire-Rescue arrives first on scene by an average of 6.03 minutes before EMS arrives

## Highlights

- Peak Staffing
  - Started January 1<sup>st</sup> and will run until December 31<sup>st</sup> – Full year of 2022
  - Significant improvement in service delivery as well as a considerable reduction in the number of general pages required
- Casual Firefighters
  - In June, we promoted through internal promotions, 5 longer-term Paid Responders were moved into the Casual Firefighter group to meet peak staffing obligations
  - Currently recruiting up to 4 new Casual Firefighters with qualifications
- Training
  - Focus on Wildland training to address our community's #1 threat
    - Cross-training with AGFRED (AB Forestry)
    - Helitack awareness, Hover Exit training
    - Joint Response to wildfires in Bow Valley
    - Wildland Urban Interface Course – Regional Sept 23-25
    - AGFRED – Mutual Aid Agreement signed
    - Fire Bans
- Capital Projects
  - New Gas detection equipment
  - Continued to work closely with Facilities on the execution of the new Fire Hall project
- Emergency Management
  - Georgetown Field Exercise, CFR successfully deployed during the 2-day multi-agency field exercise that tested our Municipal Emergency Management Plan, evacuation plan and structure protection plan
  - June Rainfall Warning, CFR deployed the Command Trailer with the remote camera system, and teams monitored and were ready for any flood potential
  - Fire Smart home assessments continue
  - FRIAA Fire Smart Grant Program: Spring 2022, Fuel Modification/reduction completed at Quarry Lake
- Fire Prevention and Education
  - Recruitment is underway for a Deputy Chief of Prevention and Training
  - Fire Prevention Week and community outreach will return to full scale following the use of a hybrid model when Covid protocols were in place
- Medical Co-Response
  - Working closer with Dr. Wickam on medical direction and training
  - On-line Medical Control – Transport when EMS is unavailable (See attached)



THE TOWN OF CANMORE  
FIRE RESCUE SERVICES  
FIRE RESCUE BULLETIN #001-23

August 4, 2022

ITEM SUBJECT

1. On-Line Medical Control (OLMC) for Transportation of Critically Ill/Injured

The demand for Medical First Response is rising and the response times for AHS EMS are rising concurrently. CFR leadership has met with the medical director and built a process to give crews the ability to seek guidance from OLMC.

Consultation with the Online Medical Control (OLMC) is an option to gain an emergency physician's guidance on how we best continue to manage a patient. This guidance is based on your assessment of a patient's condition. The OLMC physicians are present at AHS Dispatch and have the highest of medical competency to remotely advise on patient care. We recommend patient care providers use this resource at calls when AHS is delayed (actual or expected delays of 30 minutes can be used as a guideline). There will be three possible OLMC outcomes:

- a) The patient is in serious condition. The OLMC will provide advice/support to crews, including expediting an AHS unit to the scene. As always, Officers are entrusted to make the best decisions and use the best available resources based on the criticality of the incident. Options may include following a non-CFR transport vehicle to the hospital to oversee safe, uneventful arrival. Crucial to this process is that the **recommendation of not waiting for AHS EMS MUST come from OLMC.**
- b) Remote patient assessment indicates rationale for CFR to stay with the patient.
- c) For patients not in need of urgent medical attention, and there is no ambulance available, the OLMC may recommend the caregiver/family "find whatever means possible to get the person to a medical centre".

The "alternate means of transport" must be spearheaded and arranged by a capable caregiver or family member of the patient, and it is not incumbent upon them to take such action. CFR must not direct them to find alternate transport; must not transport; must not activate an Uber/taxi. In the event a capable caregiver initiates the decision to transport the patient to a medical center, please exercise best judgement to further assist in packaging the patient, and possibly aid in their safe arrival. Once again, the **recommendation of not waiting for AHS EMS MUST come from the OLMC.**

*Note: For unanticipated extreme life-threatening circumstances officers will need to continue making justifiable command decisions based on the situation.*

*\* See attached process which can be printed to keep on hand.*


2. Reporting of interactions with OLMC

For medical calls at which we are spending a significant amount of time prior to the arrival of AHS, we are asking the responding Officer to report the occurrence to the Chief officers. A


written incident report shall be filled out describing the basic description of the call, the incident number, date, time, responding apparatus, decisions made and any special circumstances. For now, “a significant amount of time” is defined as 30 minutes, and this aligns very well with Dispatch’s transmission of the prompt for a second (Code 15) status report. In other words, if you have received a second status prompt from Dispatch, this means you have been on scene without AHS support for at least 30 minutes from the time that an arrival IPA and initial Code 15 was registered.

3. Be Patient and Continue to Show Compassion

Every call to C911 is a crisis as defined by the caller. Please know that AHS is working hard to find resolve and strategizing to meet demand. In the interim, empathy, and patience are crucial to helping the citizens of our community as they call for assistance.



Lance Bushie  
Fire Chief



Mike Wickham  
Medical Director

A Shift \_\_\_\_\_

C Shift \_\_\_\_\_

Casual/PR Shift \_\_\_\_\_

B Shift \_\_\_\_\_

D Shift \_\_\_\_\_



# Canmore Fire-Rescue Online Medical Control Access

## Satisfy 3 Conditions

- 1 ✓ CFR has completed a full patient assessment including history and vital signs (preferably at least 2 sets of vitals)
- 2 ✓ Officer has requested an update from AHS Dispatch and has been informed of delayed AHS arrival
- 3 ✓ Crew has been on scene with a patient and AHS arrival on scene is **greater than 30 mins.**



**Officer calls OLMC at 1-888-507-8277**

Crew member who is best able to give full report of the patient's condition is to speak to the physician



## Use ICHATS Reporting Model

- I "I"** - My name is ..... from the Canmore Fire Rescue and I am dealing with (*Patient's name*) who is a (*Age*) (*Gender*) with a Chief Complaint of (*reason for call to 911*)
- C "Condition"** - patient presentation upon arrival and conditions at this time that are concerning
- H "History"** - use the SAMPLE and OPQRST acronyms, as well as pertinent bystander information, to give a background history of the patient's present condition
- A "Assessment"** - using the Rapid Head-to-Toe assessment as a guide, give a report on each body area and what was found. Share the most recent set of vital signs as well as any important trends in the vitals since first patient contact
- T "Treatments"** - a synopsis of all the care measures that CFR has implemented, and the results of that care
- S "Situation"** - outline current situation regarding AHS estimated arrival and CFR time on scene. Provide context so the physician can understand the circumstance



## OLMC physician will render an opinion on the situation

AHS will be expedited to the incident

Crews will be requested to remain on scene until AHS arrival

Timely AHS arrival is unlikely. Caregiver/family member may decide upon alternate transport.

**CFR crews must follow the direction of the OLMC physician ◀**

**Include details of OLMC contact and guidance in incident final report and PCR**



# Briefing

**DATE OF MEETING:** September 27, 2022 **Agenda #:** D-6

**To:** Committee of the Whole

**SUBJECT:** Georgetown Exercise Update

**SUBMITTED BY:** Keri Martens, Deputy Director of Emergency Management

**PURPOSE:** To provide the Committee of the Whole with an update on the Georgetown Wildfire full scale field exercise that took place June 3-4, 2022.

## EXECUTIVE SUMMARY

The Georgetown Wildfire Exercise provided an opportunity for the Town of Canmore, in conjunction with mutual aid partners, to exercise multiple emergency management plans. The full-scale field exercise allowed for engagement with multiple response agencies to test plans and build relationships in advance of emergency events.

## BACKGROUND/HISTORY

In November of 2021, Administration applied for a Forest Resource Improvement Association of Alberta (FRIAA) Fire Smart Program grant. In December, the grant was awarded in the amount of \$30,000 purposed for a full-scale emergency management field exercise. In February 2022, Council approved a new capital project that was added to the 2022 budget to allow Administration to spend the funding to complete the project. In May 2022, an update was provided to the Council Committee of the Whole on the planning status of the exercise.

## DISCUSSION

The field exercise ran over the two-day period of June 3<sup>rd</sup> and 4<sup>th</sup>. The exercise began with a mock wildfire starting inside Banff National Park near the East Gates on the afternoon of June 3<sup>rd</sup>. As the exercise progressed, the fire crossed the jurisdictional boundaries on the map and into Town of Canmore and Kananaskis Improvement District lands. The location of the fire's start and subsequent spread was specifically chosen to create a scenario that would include multiple mutual aid and jurisdictional partners.

The exercise was designed to test multiple facets of the Town's emergency response capabilities. Over the two days, the Town of Canmore activated the Emergency Coordination Centre and set up an Incident Command Post to organize response operations. Wildfire response capabilities were tested as the fire department exercised the Structure Protection Plan.

This exercise tested Town of Canmore emergency plans and provided the opportunity to engage with our mutual aid partners, building relationships that are necessary for any large-scale emergency response. A response of this scale requires a strong foundation rooted in relationships, communications, and a strong response plan.



When an event of this magnitude takes place within the Bow Valley, regardless of location, all communities are required to work together. A regionally coordinated effort from first responders to community managers and leaders to emergency management plan implementation are necessary for a successful response. Investing in preparedness benefits response and recovery. The internal emergency response capability of the Town is only one pillar of a solid emergency plan. Building relationships is a part of that pillar along with a regionally coordinated effort to enhance response and recovery capabilities. A regionally coordinated effort provides the community and the greater Bow Valley the best response and recovery capability for our residents and guests.

**Key successes from the exercise were:**

- Communication between the Incident Command Post and Emergency Coordination Centre was timely and effective.
- Strong working relationships developed between different jurisdiction Agency Administrators and Incident Commanders that will strengthen future responses.
- Changes made to the emergency management plan after the November 2021 tabletop exercise were implemented and successful.
- Employees gained confidence and experience in their roles both in the Emergency Coordination Centre, Incident Command Post, and in the field.
- The Structural Protection Plan has been tested and recommendations have been made for improvement.
- Evacuation routes and zones were tested which provided useful data in the case of a future evacuation.

**Learnings from the exercise include:**

- Continued work on communication integration between responding agencies during an emergency is required to ensure all agencies can access the same radio channels.
- Emergency Social Services and the Reception Centre Manager positions should be elevated within the emergency management plan organizational chart to facilitate effective information-sharing and decision-making.
- Town of Canmore employees would benefit from further Incident Command System (ICS) and position specific training to increase efficiency and effectiveness during a response.

**FINANCIAL IMPACTS**

The Georgetown Wildfire exercise was funded through the FRIAA grant for \$30,000. The award of a subsequent FRIAA grant is allowing for a review and revision of the Town of Canmore Wildfire Mitigation Strategy (2018) along with an update of the Structure Protection Plan (2018).

An Alberta Community Partnership Grant award is currently being used to develop the foundations of a Regional Emergency Management Plan for the Town of Canmore and Town of Banff. This regional plan will not replace the individual community plans but rather coordinate efforts for a regional response.

Town of Canmore employee time was paid through department operating budgets. A final report from the exercise is required for the grant reporting process and is forthcoming.

**STAKEHOLDER ENGAGEMENT**

The exercise was developed with input from Alberta Wildfire and Rural Economic Development and Kananaskis Improvement District. Response partners from Lake Louise to Calgary were involved in the exercise devoting time, energy, personnel, and equipment. Multiple Town of Canmore departments were also involved providing time and internal resources to make it all happen.

**ATTACHMENTS**

N/A

**AUTHORIZATION**

Submitted by:	Keri Martens Deputy Director of Emergency Management	Date: <u>August 28, 2022</u>
Approved by:	Palki Biswas Manager of Finance	Date: <u>August 30, 2022</u>
Approved by:	Caitlin Miller Manager of Protective Services, Director of Emergency Management, Acting General Manager of Municipal Services	Date: <u>August 30, 2022</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date: <u>September 1, 2022</u>



# Briefing

**DATE OF MEETING:** September 27, 2022 **Agenda #:** D-7

**To:** Committee of the Whole

**SUBJECT:** June 2022 - Heavy Rainfall Event

**SUBMITTED BY:** Caitlin Miller, Director of Emergency Management

**PURPOSE:** To provide the Committee of the Whole with an overview of the June 2022 – Heavy Rainfall Event.

## EXECUTIVE SUMMARY

On June 13, 2022, the Town of Canmore activated its Emergency Coordination Centre (ECC) in response to the forecasted heavy rainfall that had the potential to cause flooding within the municipality. The ECC was activated from Monday June 13, 2022, at 9:00 AM to Wednesday June 15, 2022, at 9:00 AM. The proactive and coordinated response allowed the Town to provide timely emergency communication to residents and stakeholders and enabled the flexibility to respond to changing conditions.

## BACKGROUND/HISTORY

In June 2013, the Town of Canmore experienced widespread flooding from Steep Creeks and the Bow River that caused extensive damage throughout the municipality. Learnings from that event were applied in the preparation and plans that were used in the June 2022 Heavy Rainfall Event response.

## DISCUSSION

On Friday June 10, in response to forecasted higher rainfalls, Fire Rescue Services began monitoring the Bow River and steep creeks on a formalized schedule.

### Sunday, June 12th

A Flood Warning was issued by the Alberta River Forecast Centre at 09:17 for the Bow River. High range estimates for rainfall amounts and Bow River flow rates were like 2013. At 12:00pm on that day, the Director of Emergency Management, Manager of Engineering, Acting Chief Administrative Officer, a Project Engineer specializing in flood hazards, and a Communications Advisor met to discuss the Flood Warning and forecasted heavy rainfall anticipated to fall on Canmore over the following week. Given the information from the Alberta River Basin Forecasters, a decision was made to activate the Emergency Coordination Centre the following morning on Monday June 13. That evening, the Director of Emergency Management, Manager of Engineering, Manager of Public Works, and the Deputy Fire Chief met at the Civic Centre to pre-plan operations for the following week.

## **Monday June 13<sup>th</sup>**

09:00 - The ECC was activated. A briefing was held with members of Town Administration, the RCMP, and EPCOR. Roles were assigned and the initial incident action plan was shared. Priorities included preparing to protect critical infrastructure, emergency communications to the public, and the ongoing monitoring of the steep creeks and Bow River. ECC operations continued throughout the day and overnight, with a focus on monitoring the steep creeks and the Bow River. Special attention was paid to the Cougar Creek construction site and known low-lying areas prone to ground water flooding throughout the event.

10:30 – At the Cougar Creek construction site, the project specific Emergency Response Plan was initiated. The contractor began moving materials and equipment from hazard areas. The flows expected in Cougar Creek were expected to test limits of the temporary diversion works and culverts put in place to facilitate construction.

17:19 - River Forecast Centre downgraded their Flood Warning to a Flood Watch, with forecasted river flows lower than previously anticipated. The Cougar Creek watershed had received 26mm of precipitation over 12 hours.

21:45 – Manager of Engineering and the Manager of Public Works met with the contractor on the Cougar Creek site to review mitigation. All materials and equipment had been removed from the banks of the creek, and with flows increasing a decision was made to remove the culverts to avoid blockages that could force the creek out of the channel and into the work zones or residential areas.

Steep creeks continued to pose a hazard and an elevated level of concern. As a result, the ECC maintained operations overnight from June 13 to June 14, including regular observation of creeks and banks of the Bow River. Cameras were set up to monitor key locations on Cougar Creek.

## **Tuesday, June 14<sup>th</sup>**

10:00 - The Cougar Creek watershed had received a further 52mm of precipitation overnight, for a total of 78mm since the start of the event. A portion of that precipitation fell as snow at elevations above 2,000m.

ECC operations continued June 14, though the forecast was rapidly changing and by the end of the day, the Provincial flood advisory was downgraded to a High Streamflow Advisory.

19:00 – Manager of Engineering inspected the Cougar Creek site. Flows in Cougar Creek remained high with significant sediment transport and channel erosion (Figure 1). The diversion lining upstream of the construction site was visibly damaged, though flows remained in the channel. The extent of damage was unclear as the channel was near capacity. No further action could be taken by Town or contractor staff due to safety concerns with rain induced rockfall and elevated creek flows. Flows were expected to peak later in the evening.

The ECC closed operations overnight, though regular monitoring of sites continued.





*Figure 1: High flows in Cougar Creek*

### **Wednesday, June 15<sup>th</sup>**

08:00 – Though the Cougar Creek site continued to be impacted, the risk to the community due to the high rainfall event was deemed to be low. Rainfall, creek flow, and Bow River flow forecasts were all low to moderate. ECC final briefing and demobilization.

09:30 – A further 32mm of precipitation was received in the Cougar Creek watershed in the previous 24 hours. A total of 110mm of precipitation fell in the Cougar Creek watershed in the 3-day event. The Civic Center weather station recorded 57mm of precipitation during the 3-day event.

10:00 – The Manager of Engineering and Director of Emergency Management inspected the Cougar Creek construction site. Flows peaked overnight, significantly eroding creek banks throughout the site. Flows had remained in the channel, and material and equipment had been unaffected.

The coffer dam upstream of the site had filled fully with roughly 5,000 cubic meters of sediment (Figure 2).



*Figure 2: Debris-filled coffer dam*



Sediment transport and high flows had damaged the liner throughout (Figure 3 and Figure 4). As a result, water flowed freely into the soil below the diversion channel and infiltrated into the construction excavation, filling the excavation completely overnight (Figure 5).



Figure 3: Damaged diversion liner



Figure 4: Damaged diversion liner





*Figure 5: Water filled construction site*

Further, a significant rockfall occurred after the rainfall on June 20, landing on the only access road to the upstream project work site (Figure 6).



*Figure 6: Rockfall on access road*

## **Post Event Assessment of Cougar Creek Damages**

After the event, the contractor and consulting engineer assessed the damages to the Cougar Creek site. It is believed that the rainfall event contributed to rock instability and the rockfall. That rockfall impacted the ability to access and repair the diversion structure sustained during the rainfall event. Engineering assessment, rock removal through blasting, rock bolting, and repair of drape mesh was required before repair work could begin on the diversion.

The diversion liner required full reconstruction and replacement which needed to take place before dewatering of the main structure excavation could take place. Once the diversion was reestablished, the excavation was dewatered, and as of mid-August, work resumed on the project.

## **ECC Learnings**

The 2022 High Rainfall Event provided an excellent opportunity to build on recent organizational training to enact an efficient and effective response to a real-world risk. Successes included:

- Early organization and deployment of the ECC staff, including clearly defining roles and responsibilities.
- Effective collection, analysis, and dissemination of forecast information from several sources including municipal, provincial, and federal weather and forecasting, and custom forecasts from the University of British Columbia. Provincial forecasts came with a very high range of potential outcomes; aggregation of sources and subsequent analysis by the ECC team allowed for an appropriate level of response throughout the event.
- Effective coordination among Fire, EPCOR, Public Works, Engineering, Protective Services, Communications, Senior Administration, and Council to respond and communicate appropriately throughout the event.
- Deployment of camera systems on Cougar Creek allowed for reduced resourcing for monitoring and kept staff out of inclement weather.

Key learnings from the event include:

- Need to update internal communication protocols within the ECC.
- Ensure that emergency social services are proactively activated when the ECC is activated.
- Provide position-specific training for staff members working in the ECC.

## **FINANCIAL IMPACTS**

Most of the expenses incurred for this heavy rainfall event related to the personnel responding to the event. A total of 610 regular staff hours was dedicated to the event from Sunday, June 11 to Wednesday, June 15. An additional 165 hours of overtime was worked in response to the event.

\$4,165 was spent on the purchase of updated waterproof creek monitoring maps, food for the employees working additional hours, pocket drones to assist with monitoring steep creeks safely, and materials to make sandbags. Additional mobile charges were incurred for the month of June due to the cellular data required for creek and river monitoring.

The total cost impact to the contractor has been estimated at \$2,000,000 and a 2-month delay to construction. This delay has challenged the team's ability to complete work as planned in 2022. A portion of the loss may be insurable, and a claims process is underway. Project impacts are being assessed and a more detailed briefing for the Cougar Creek project is planned for Council later in the year.

**STAKEHOLDER ENGAGEMENT**

Communication to the public throughout the event was proactive and timely. Detailed emergency updates were provided to ensure residents, businesses, and visitors had the information they needed to stay safe throughout the event. Sandbags were made available for residents at the Public Works building. The Acting CAO maintained contact with the Mayor and Council throughout the event.

The ECC worked closely with representatives from EPCOR and the RCMP throughout the event. Communication with AHS regarding the hospital was done early on and followed-up with the next day. Alpine Helicopters was notified of the event and was in contact with the ECC following the activation. Local contractors were put on standby if equipment was needed. Cochrane Search and Rescue had 12 volunteers on standby to assist if an evacuation order were required.

The ECC and Manager of Engineering stayed in close contact with the Cougar Creek Debris Flood Retention Structure construction site.

Communication with the Directors of Emergency Management and ECCs in Kananaskis Improvement District, the MD Bighorn, the Town of Banff, and Stoney-Nakoda occurred throughout the event.

The ECC stayed in contact with the Alberta Emergency Management Agency Field Officer and Provincial Operation Centre. The ECC Director participated in a regional call regarding potential flooding on the afternoon of June 13. Furthermore, the ECC was in direct contact with Alberta River Forecasting team and the University of British Columbia weather forecasting team. Several media interviews were conducted with the ECC Director throughout the event.

**ATTACHMENTS**

N/A

**AUTHORIZATION**

Submitted by:	Caitlin Miller Director of Emergency Management / Acting GM Municipal Services	Date:	<u>August 30, 2022</u>
Submitted by:	Andy Esarte Manager of Engineering	Date:	<u>August 30, 2022</u>
Approved by:	Palki Biswas Manager of Finance	Date:	<u>August 31, 2022</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date:	<u>September 1, 2022</u>



**DATE OF MEETING:** September 27, 2022

**Agenda #:** E-1

**1. Mayor Krausert**

**a) Biosphere Institute**

- Heidi Widmer has resigned from the Board to take on a staff position as the Biosphere's Environmental Educator.
- The Biosphere has been busy through the summer advocating with respect to green energy and electric vehicles.
- On October 22<sup>nd</sup> from 1 PM to 5 PM, the Biosphere is hosting an afternoon of presentations, sharing, connection, and action at the Coast Hotel called "Accelerating Climate Action in the Bow Valley" (free but registration is required).

**b) Tourism Canmore Kananaskis**

- TCK is in the process of a branding refresh, and on August 9<sup>th</sup> I attended a brand research presentation.
- My understanding is that hotel bookings are back to pre-COVID levels and in some cases beyond those levels.

**c) Rocky Mountain Heritage Foundation**

- The Board will be meeting soon to finalize new bylaws that were drafted over the summer break.

**d) Emergency Management Committee**

- The committee met on July 7, 2022 to review the recent functional exercise and heavy rainfall event.

**e) Human Wildlife Conflict Roundtable**

- The next meeting is for the Fall at which time the Terms of Reference will be reviewed and potentially updated.
- Gareth Thomson, Biosphere's Executive Director, along with John Paczkowski, Human Wildlife Co-Existence Team Lead for Alberta Environment and Parks, will be the co-chairs of the Human-Wildlife Co-Existence Roundtable Technical Group, which will become more active starting this Fall.

**f) Town of Canmore – MD of Bighorn Inter-Municipal Committee**

- On July 19, 2022, the committee met with the primary focus of the meeting being renewal of the fire services agreement, which will come before Council for approval this Fall.

**g) Canmore Tourism Roundtable**

- Nothing to report.

**h) Advocacy on Behalf of the Town of Canmore**

- A letter was sent to Banff Sunshine with respect to their growth plans, and requesting that they enter into a discussion with Canmore if said plan is to rely on Canmore to provide housing.
- A letter was sent to the Alberta Commission – Federal Electoral District Redistribution 2022 providing comments on their proposed new boundaries for this area.
- A letter has been sent to Alberta’s Minister of Transportation requesting action be taken to make the Trans-Canada highway, between Banff National Park east gate to the Bow River bridge, safer for wildlife and, therefore, people.
- Collaboration continues between Canmore, Banff and Jasper with respect to recognition of our communities as visitor-based economies (i.e. resort municipality status). In this regard, New West Public Affairs has been retained on a short-term contract to help with messaging, developing an engagement strategy for the Fall, and facilitating set up of meetings with provincial elected officials and administration.

**i) Events**

- On Monday June 27<sup>th</sup> I attended and provided remarks to the Our Lady of the Snow High School graduating ceremony.
- On Friday July 1<sup>st</sup> Council participated in the Canada Day Parade. I rode in a parade vehicle along with Chief Poucette of the Goodstoney Nation.
- On Monday July 11<sup>th</sup> I attended along with the CAO the Stoney Nakoda sod turning event for a new commercial development at the junction of the Trans-Canada Highway and Highway 40.
- On Saturday July 16<sup>th</sup> I cheered on the Canmore Miner’s Day Parade as it marched down Main Street.
- On Sunday July 17<sup>th</sup> I attended the Hockey Alberta VIP Event, Gala and Awards Evening bringing greetings from the Town and providing the land acknowledgement.
- On Thursday July 21<sup>st</sup> I attended the Baymag 40<sup>th</sup> Anniversary Celebration.
- On Thursday July 21<sup>st</sup> I attended and brought remarks on behalf of the Town to the Ukrainian Cultural Heritage Dinner hosted by the Canmore Museum.
- On Friday August 26<sup>th</sup> I attended, provided remarks, and bestowed graduation certificates upon the participants of the NOW (Newcomer Orientation Week) Program facilitated by the Settlement Services of the Bow Valley.
- On Sunday September 4<sup>th</sup> I attended along with Councillor Foubert as dignitaries in the Grand Entry for the Stoney Nakoda Powwow.
- On Sunday September 11<sup>th</sup> I attended and provided welcome from the Town to the 1400 racers participating in the Canmore Rocky Mountain Half-Marathon, 10K and 5 K Run.

**j) Miscellaneous**

- Continued my monthly appearances on Mountain FM with Rob Murray.

- On Tuesday June 28<sup>th</sup> Council and Administration participated in a full day Housing Workshop.
- On Wednesday June 29<sup>th</sup> Town of Canmore Council and Town of Banff Council participated together in a Stoney Cultural Training session.
- On Friday July 15<sup>th</sup> I met with Mayor DiManno for lunch to discuss the latest in each of our communities.
- On Tuesday July 19<sup>th</sup> I attended a virtual panel presentation and discussion called “Impact Investing” which was hosted by the Banff Canmore Community Foundation.
- On Friday July 22<sup>nd</sup> I attended along with the CAO a virtual meeting with MP Blake Richards regarding proposed federal electoral boundary changes.
- On Wednesday September 14<sup>th</sup> I hosted a Mayor’s Virtual Town Hall.

## 2. Councillor Foubert

### a) Southern Alberta Energy from Waste Association (SAEWA) – June 15, June 24, July 22 and August 26

- Briefing attached (1): this is an exciting time for SAEWA. We have a location and are in the process of going through an expression of interest submission review.

### b) Canmore Museum – June 23 and July 14 Annual General Meeting

- Casino fundraiser June 20-21 in Calgary
- Inaugural Heritage Festival held in July
- New board members welcomed at Annual General Meeting: Joe Paul, Christine Moreland-Giraldeau and Glen Taylor join myself (council appointee), chair Andrew Nickerson, Tony Teare, Carter Cox and Rob Seely on the board.
- August 21 tea at the NWMP Barracks to celebrate Her Majesty Queen Elizabeth II’s Platinum Jubilee
- Fall program guide now out:  
[https://issuu.com/canmoremuseum/docs/canmore\\_museum\\_fall\\_2022\\_program\\_guide](https://issuu.com/canmoremuseum/docs/canmore_museum_fall_2022_program_guide)

### c) Canmore Planning Commission

- No meetings.

### d) Bow Valley Regional Transit – July 10 and September 14

- I defer to commission chair Councillor Joanna McCallum’s report.

### e) Canmore Housing Corporation – July 4 and August 1

- I defer to Councillor Jeff Hilstad’s report.

### f) Alberta Municipalities Environment and Sustainability Committee – July 15

- Other activities
  - June 28 – housing workshop with Council and administration
  - June 29 – workshop with Stoney Nakoda consultation office
  - July 1 – Canada Day parade
  - July 16 – Miners Day parade

August 23 – meeting between Council and CCH board  
 September 4 – Stoney Nakoda Powwow grand entry  
 September 8 – BOWDA annual barbecue  
 September 13 – off-site levy workshop

**3. Councillor Graham**

**a) Cultural Advisory Committee (CAC)**

- Nothing to report.

**b) Tourism Canmore Kananaskis (TCK)**

- TCK is looking to change the makeup of their board. Currently two council members (one being the mayor of Canmore) sit on the board. TCK wants a representative from the Kananaskis Improvement District and thus would like to remove one of the Canmore council positions.

**c) Canadian Mountain Arts Foundation (CMAF)**

- Nothing to report.

**d) Wildsmart**

- Nothing to report.

**4. Councillor Hilstad**

**a) Canmore Community Housing – Attachments 2, 3, 4**

<b>CCH OPERATIONS REPORT</b>														
<b>July 2022</b>														
	Matching Down Deposit Program (MDDP)		Accessory Dwelling Grant Program (ADGP)		OWN Program		RENT Program							
Wait List:	10	+2 over last month	1	no change from last month	100	+4 over last month	67		+9 over last month					
Applications YTD:	7	+2 over last month	2	no change from last month	28	+6 over last month -12 from STLY	79*		+10 over last month +14 over STLY					
Number of Applicants: Funding Presently Committed	10: \$250,000		1: \$20,000											
Funds Advanced to Date / Total Allocated to Program	\$167,053	\$360,000	\$60,000	\$100,000										
Applications Received/Processed 2021:	8		2		59		106							
Inquiries YTD:	4	0 over last month -4 from STLY	4	0 over last month +2 over STLY	122	+26 over last month +27 over STLY	139		+10 over last month +55 over STLY					
Inquiries 2021:	10 Total		3 Total		152 Total		148 Total							
Current Occupancy:							100%	Hector	100%	McArthur	100%	Wolf Willow	100%	NLCC
Total Vital Home Units:					155	1 unit FSBO-HB-C/S 1 unit FSBCCH-WW-C/S	60		48		11		1	
Turnover YTD:					10%	15	7%	4	15%	7	10%	1	0%	0
Turnover 2021:					16%	23 sales (23/144)	13%	8 Units (8/60)	31%	15 units (15/48)	31%	4 Units (6/13)	0%	0
↑ Above numbers updated as of July 31, 2022 ↑														



CCH OPERATIONS REPORT														
August 2022														
	Matching Down Deposit Program (MDDP)		Accessory Dwelling Grant Program (ADGP)		OWN Program		RENT Program							
Wait List:	10	Same as last month	1	no change from last month	103	+3 over last month	69			+2 over last month				
Applications YTD:	7	Same as last month	2	no change from last month	36	+8 over last month -10 from STLY	91			+12 over last month +23 over STLY				
Number of Applicants: Funding Presently Committed	10: \$250,000		1: \$20,000											
Funds Advanced to Date / Total Allocated to Program	\$167,053	\$360,000	\$60,000	\$100,000										
Applications Received/Processed 2021:	8		2		59		106							
Inquiries YTD:	4	0 over last month -4 from STLY	4	0 over last month +1 over STLY	129	+7 over last month +19 over STLY	154			+15 over last month +57 over STLY				
Inquiries 2021:	10 Total		3 Total		152 Total		148 Total							
Current Occupancy:							100%	Hector	100%	McArthur	100%	Wolf Willow	100%	NLCC
Total Vital Home Units:					155	1 unit F580-HB-Conditions removed 1 unit F58CCH-WW-Conditions removed	60		48		11		1	
Turnover YTD:					10%	15	10%	6	21%	10	20%	2	0%	0
Turnover 2021:					16%	23 sales (23/144)	13%	8 Units (8/60)	31%	15 units (15/48)	31%	4 Units (6/13)	0%	0
↑ Above numbers updated as of August 31, 2022 ↑														

In June, July & August CCH office staff have continued to work from home and the office. CCH staff continue to keep up with daily, weekly, and monthly responsibilities.

#### Ownership June:

- There were three units for sale in the Program in June, two units at Hawk`s Bend and one unit at Mineside Court.
- One unit at Hawks Bend was conditionally sold, with a condition removal date of July 18<sup>th</sup>. One unit removed conditions and sold on June 30<sup>th</sup> with a possession date of July 27, 2022.
- The unit for sale at Mineside court had conditions removed on June 28<sup>th</sup> and has a possession date of July 15<sup>th</sup>.
- Ravens Ridge unit took possession on June 8<sup>th</sup>, this unit is counted as a sale for June.
- Wolf Willow unit took possession on June 24<sup>th</sup>, this unit is counted as a sale for June.
- CCH received notice from a tenant at Wolf Willow that they would not be seeking a further one-year lease at the end of their current lease. This unit will be offered for sale by CCH by mid to late July.
- The Ownership Information Session was held on June 8<sup>th</sup>, 11 households attended, via Zoom.

#### Rental June:

- CCH had three units turn over in June, two at McArthur Place and one at The Hector. All household left the Valley, two out of province, and one household purchased and moved to Cochrane.
- The Rental unit at Wolf Willow that sold has been moved from the Rent portfolio to the Own portfolio. The occupancy will return to 100% in July for Wolf Willow as we are no longer carrying a unit.
- CCH is at 100% Occupancy for both The Hector and McArthur Place.

#### Accessory Dwelling Grant Program June:

- CCH had one application submitted for this program in June, unfortunately we were unable to assist in helping create a ADU as the LUB for the area the ADU was proposed does not allow for this type of development.
- CCH is currently working with one household who are in the renovating stages of their accessory dwelling. CCH has committed \$20,000 to this project but has yet to forward any funds.

#### Matching Down Deposit Program June:

- CCH currently has 10 households that have a total of \$250,000 in funding committed (max \$25,000 per household). These households have until August 31, 2022 to use these funds.
- To date we have provided \$167,053 towards down deposits to eligible households.
- CCH received one application in June for this program which was approved and has been placed on the Waitlist.
- CCH has eight households currently on the Waitlist.

#### Ownership July:

- There was one unit for sale by owner at Hawks Bend, this unit is conditionally sold, conditions to be removed August 8th. CCH had one unit for sale at Wolf Willow (unit tenant gave notice on in June), this unit is conditionally sold, with conditions to be removed on August 15th.
- Two units sold in July. One unit at Hawks Bend, new owners took possession on July 27<sup>th</sup> and one unit at Mineside Court, new owner took possession on July 15<sup>th</sup>.
- One unit at Hawks Bend was conditionally sold, with a condition removal date of July 18<sup>th</sup>. One unit removed conditions and sold on June 30<sup>th</sup> with a possession date of July 27, 2022.
- The Ownership Information Session was held on July 6<sup>th</sup>, 18 households attended, via Zoom.

#### Rental July:

- In July CCH had no turnover in units and were at 100% Occupancy for both The Hector and McArthur Place.
- Wolf Willow is back to 100% Occupancy as CCH is no longer carrying a unit that was vacant for a sales possession.

#### Accessory Dwelling Grant Program July:

- CCH had no applications submitted for this program this month.
- CCH is currently working with one household who are in the renovating stages of their accessory dwelling. CCH has committed \$20,000 to this project but has yet to forward any funds.

#### Matching Down Deposit Program July:

- CCH currently have 10 households that have a total of \$250,000 in funding committed (max \$25,000 per household). These households have until August 31, 2022 to use these funds.
- To date we have provided \$167,053 towards down deposits to eligible households
- CCH received two applications in July for this program, one has been approved and placed on the Waitlist and one is pending approval
- CCH has eight households currently on the Waitlist.

#### Ownership August:

- There was one unit for sale by owner at Hawks Bend, conditions were removed and possession for this unit is scheduled for September 15th. CCH had one unit for sale at Wolf Willow (unit tenant gave notice in June), conditions were removed and possession for this unit is scheduled for September 23<sup>rd</sup>.
- The Ownership Information Session was held on August 3<sup>rd</sup>, 5 households attended, via Zoom.

#### Rental July:

- In August we had six units in total turn over, three households moved out of Province, one household moved outside of the Bow Valley, one household moved within our Program to an appropriate size unit for their family type, and one unit is unknown where they moved to. CCH was at 100% Occupancy for both The Hector and McArthur Place.

- Wolf Willow has a household that has given notice to vacate by the end of September. CCH is listing this unit for sale and will be showing it to eligible households in mid-September.

Accessory Dwelling Grant Program July:

- CCH had no applications submitted for this program this month
- CCH is currently working with one household who are in the renovating stages of their accessory dwelling. CCH has committed \$20,000 to this project but has yet to forward any funds.

Matching Down Deposit Program July:

- CCH currently has 10 households that have a total of \$250,000 in funding committed (max \$25,000 per household). These households have until August 31, 2022 to use these funds.
- To date CCH has provided \$167,053 towards down deposits to eligible households.



Canmore Rental Statistics for 2022

		Jan.	Feb.	Mar.	Q1 Averages	Apr.	May	June	Q2 Averages	July	Aug.	Sept.	Q3 Averages	Oct.	Nov.	Dec.	Q4 Averages	Annual Average
Shared 1Bdrm	Average	\$880.56	\$ 920.83	\$781.25	\$ 860.88	\$847.50	-	\$935.00	\$ 891.25	\$1,200.00			\$ 1,200.00				#DIV/0!	\$ 927.52
	Median	\$800.00	\$ 900.00	\$782.50		\$900.00	-	\$950.00		\$1,200.00			\$ 1,400.00				#DIV/0!	\$ 1,225.00
	Available	9	6	4	6	8	0	6	5	2			2				#DIV/0!	5
Studio	Average	\$1,300.00	\$900.00	-	\$ 1,100.00	-	\$1,300.00	-	\$ 1,300.00	\$ 1,400.00			\$ 1,400.00				#DIV/0!	\$ 1,225.00
	Median	\$1,300.00	\$900.00	-		-	\$1,300.00	-		\$ 1,400.00			\$ 1,400.00				#DIV/0!	\$ 1,225.00
	Available	2	1	0	1	0	1	0	0	1			1				#DIV/0!	1
1 Bedroom	Average	\$1,714.00	\$ 1,749.17	\$1,646.11	\$ 1,703.09	\$1,759.38	\$1,783.33	\$1,968.67	\$ 1,836.46	\$2,040.00			\$ 2,040.00				#DIV/0!	\$ 1,808.38
	Median	\$1,700.00	\$ 1,847.50	\$1,695.00		\$1,525.00	\$1,750.00	\$2,100.00		\$2,100.00			\$ 2,100.00				#DIV/0!	\$ 1,808.38
	Available	5	6	9	7	8	6	3	6	5			5				#DIV/0!	6
2 Bedroom	Average	\$2,545.24	\$ 2,901.56	\$2,909.72	\$ 2,785.51	\$2,371.39	\$2,602.21	\$2,710.69	\$ 2,561.43	\$2,900.00			\$ 2,900.00				#DIV/0!	\$ 2,705.83
	Median	\$2,250.00	\$ 2,850.00	\$2,747.50		\$2,199.50	\$2,324.50	\$2,550.00		\$2,697.50			\$ 2,697.50				#DIV/0!	\$ 2,705.83
	Available	21	16	18	18	18	14	26	19	26			26				#DIV/0!	20
3 Bedroom	Average	\$3,716.86	\$ 3,086.36	\$4,163.18	\$ 3,855.47	\$4,059.06	\$3,622.94	\$3,669.23	\$ 3,783.74	\$3,871.43			\$ 3,871.43				#DIV/0!	\$ 3,827.01
	Median	\$3,450.00	\$ 3,400.00	\$4,000.00		\$3,450.00	\$3,400.00	\$3,400.00		\$3,500.00			\$ 3,500.00				#DIV/0!	\$ 3,827.01
	Available	14	11	11	12	16	17	13	15	7			7				#DIV/0!	13
4+Bedroom	Average	\$3,600.00	\$ 5,016.67	\$3,016.67	\$ 3,877.78	\$8,166.67	\$7,025.00	\$6,500.00	\$ 7,230.56	\$4,800.00			\$ 4,800.00				#DIV/0!	\$ 5,446.43
	Median	\$3,600.00	\$ 3,250.00	\$3,000.00		\$8,000.00	\$8,000.00	\$6,500.00		\$4,800.00			\$ 4,800.00				#DIV/0!	\$ 5,446.43
	Available	1	3	3	2	3	5	2	3	1			1				#DIV/0!	3
Summary Total Studio-4		43	37	41	121	45	43	44	132	40	0	0	40	0	0	0	0	293

Canmore Rental Statistics for 2021

		Jan.	Feb.	Mar.	Q1 Averages	Apr.	May	June	Q2 Averages	July	Aug.	Sept.	Q3 Averages	Oct.	Nov.	Dec.	Q4 Averages	Annual Average
Shared 1Bdrm	Average	\$783.82	\$ 850.65	\$842.50	\$ 828.62	\$840.00	\$786.00	\$826.64	\$ 817.75	\$841.11	\$632.82	\$874.29	\$ 882.74	\$1,006.15	\$ 1,018.75	\$ 1,205.88	\$ 1,076.93	\$ 901.51
	Median	\$750.00	\$ 850.00	\$825.00		\$800.00	\$733.00	\$800.00		\$800.00	\$850.00	\$800.00		\$900.00	\$ 925.00	\$ 1,275.00		\$ 901.51
	Available	17	11	14	14	5	11	11	7	9	11	7	9	9	13	12	8	11
Studio	Average	-	-	\$1,383.33	\$ 1,383.33	-	\$1,050.00	-	\$ 1,050.00	\$ 900.00	\$ 1,425.00	-	\$ 1,162.50	\$1,800.00	\$1,800.00	\$ 1,025.00	\$ 1,541.67	\$ 1,340.48
	Median	-	-	\$1,150.00		-	\$1,050.00	-		\$ 900.00	\$ 1,425.00	-		\$1,800.00	\$1,800.00	\$ 1,025.00		\$ 1,340.48
	Available	0	0	3	1	0	2	0	1	1	1	0	1	2	1	2	2	2
1 Bedroom	Average	\$1,416.90	\$ 1,489.71	\$1,647.78	\$ 1,518.13	\$1,353.00	\$1,492.50	\$1,615.83	\$ 1,487.11	\$1,661.88	\$1,802.27	\$ 1,664.32	\$ 1,642.82	\$1,522.00	\$ 1,363.33	\$ 1,655.00	\$ 1,513.44	\$ 1,540.38
	Median	\$1,395.00	\$ 1,400.00	\$1,417.50		\$1,375.00	\$1,400.00	\$1,587.50		\$1,550.00	\$1,500.00	\$ 1,690.00		\$1,450.00	\$ 1,375.00	\$ 1,650.00		\$ 1,540.38
	Available	21	17	18	19	5	4	6	5	8	11	22	14	13	4	4	7	11
2 Bedroom	Average	\$1,858.62	\$ 1,868.78	\$1,989.94	\$ 1,905.78	\$2,050.22	\$2,084.27	\$2,092.33	\$ 2,075.61	\$2,127.93	\$2,182.11	\$ 2,177.90	\$ 2,162.64	\$2,378.33	\$2,171.82	\$ 2,256.10	\$ 2,268.75	\$ 2,103.19
	Median	\$1,795.00	\$ 1,800.00	\$1,825.00		\$1,825.00	\$1,825.00	\$1,825.00		\$1,900.00	\$2,000.00	\$ 2,095.00		\$2,200.00	\$1,988.25	\$ 2,052.00		\$ 2,103.19
	Available	65	65	63	64	41	41	33	38	27	38	45	37	35	22	20	26	41
3 Bedroom	Average	\$3,740.00	\$ 3,034.29	\$2,779.23	\$ 3,184.51	\$3,237.78	\$3,237.27	\$3,325.83	\$ 3,266.96	\$2,848.96	\$3,161.52	\$ 3,599.00	\$ 3,203.16	\$3,858.53	\$3,724.29	\$ 4,466.67	\$ 4,016.49	\$ 3,417.78
	Median	\$3,450.00	\$ 2,860.00	\$2,600.00		\$3,200.00	\$3,200.00	\$2,822.50		\$2,572.50	\$2,875.00	\$ 3,500.00		\$3,500.00	\$3,200.00	\$ 4,250.00		\$ 3,417.78
	Available	10	7	13	10	9	11	12	11	24	23	10	19	17	7	6	10	12
4+Bedroom	Average	\$4,211.25	\$ 5,161.25	\$5,698.33	\$ 5,023.61	\$5,615.00	\$4,529.00	\$5,698.33	\$ 5,280.78	\$5,897.50	\$4,895.83	\$ 4,995.00	\$ 5,262.78	\$4,131.67	\$4,350.00	-	\$ 4,240.83	\$ 5,016.65
	Median	\$4,100.00	\$ 5,747.50	\$5,995.00		\$5,995.00	\$4,350.00	\$5,495.00		\$6,147.50	\$5,195.00	\$ 4,995.00		\$3,900.00	\$3,950.00	-		\$ 5,016.65
	Available	4	4	3	4	3	5	3	4	6	6	1	4	3	3	3	3	4
Summary Total Studio-4		100	93	100	293	58	63	54	175	66	79	78	223	70	37	32	139	830

Sources: Asset West, PEKA, ReMax, RMO, The Peaks, Rent Faster, Kijiji  
Above stats included both furnished, unfurnished accommodation and both with without utilities. An average of all available.

b) Helipoint Monitoring Committee

- Nothing to report.

**c) Community Grants Selection Committee**

- Nothing to report.

**5. Councillor Mah**

**a) Bow Valley Waste Management Commission (BVWMC)**

- BVWMC's July meeting was cancelled for the summer.
- BVWMC met again on August 18<sup>th</sup>. The main discussion was over sourcing plastic liner materials to help close one of the cells. Due to the expense of the liner, and possible issues going through a sole source supplier, we have decided to pursue further bids. Financially, the Commission is on solid footing.
- This past August 31<sup>st</sup>, the commission underwent its strategic planning session. There was great conversation and an eye towards landfill service life and how the role of the Francis Cooke site may evolve over the upcoming decades. Currently waiting for the final revision of the strategic plan to be completed for review.

**b) Environmental Advisory & Review Committee (EARC)**

- EARC was informed on September 7<sup>th</sup> that the committee has been dissolved. Understandably, this was met with mixed emotions by the various committee members.
- On September 8<sup>th</sup>, EARC had its last gathering: a Firesmart tour with Canmore FD's Keri Marten's and TOC's Caitlin Van Gaal. Great questions were asked regarding Firesmart techniques, and walking the various sites proved very informative.

**c) Business Improvement Area (BIA)**

- BIA is currently in the process of looking for a facilitator for their upcoming strategic plan. They recognize that this particular strategic plan is important in that it will clarify BIA's vision and help inform the upcoming Downtown Area Redevelopment Plan.
- On Friday, August 26<sup>th</sup>, the BIA scheduled a free concert on the steps of the Civic Centre. However, biblical rains forced the event to be cancelled. I stayed at the site afterwards and there were many individuals who stopped by, eager to hear live music. This event has been rescheduled for this Saturday, September 17<sup>th</sup> at 4pm and we are hoping to have a great turnout. If it proves to be successful, the BIA will consider bringing more live music to help enliven the downtown core/pedestrian area. Come on down!

**d) Emergency Management Committee**

- I defer to Mayor Krausert's report.

**e) Additional Items**

- Mayor Krausert and I released a second parking video detailing how to pay for parking, use the app, etc. Feedback from citizens is that they found it helpful, and clarified what the resident parking zone is.
- Earlier this September, Mayor Krausert and I did a video explaining the changes coming to the West Bow River Pathway. This was done to dispel project misinformation such as lighting, trail width, paving, the future of Memorial Benches, etc.



**6. Councillor Marra**

**a) Bow Valley Regional Housing (BVRH)**

- See attachments 5-7

**7. Councillor McCallum**

**a) Bow Valley Regional Housing (BVRH)**

- I defer to Councillor Marra's report.

**b) Bow Valley Regional Transit Services Commission (BVRTSC)**

- The Commission is engaged in the second part of their 3 part budget process. The first part includes approval of a status quo draft budget. And then review of any draft service level requests as well as their amendment or approval. This budget is circulated to the various municipal administrations for feedback and to inform their department budgets. The second part includes review and ultimate approval of the revised draft which may include changes based on administrative or board feedback. This draft will then be circulated to councils and the public for further feedback. The final budget will be approved at the October 17<sup>th</sup> Meeting and AOM.
- Further information on the service level request approved in the draft please head [here](#) to page 69.
- BVRTSC administration will be bringing a request for decision to the Commission to approve a use of reserves for a Canmore Transit Study. The study would address what the next phase of Canmore Transit should look like and bring forward recommendations for growth and/or change. Stay tuned.

**c) Subdivision & Development Appeal Board (SDAB)**

- Nothing new to report.

**d) Assessment Review Board (ARB)**

- Nothing new to report but "appeal season" is approaching and takes place during September and October.

**e) AUMA Safe and Healthy Communities Committee**

- I have completed my second year on this committee and will be putting my name forward again for 2022-23.
- For those colleagues attending this years Alberta Muni's Conference, this committee will be hosting a breakout session at 11 – 12:15pm. Called Housing4All: A panel discussion on affordable and seniors housing. It should be informative.

**f) Other News**

- Nothing to report.



## **Southern Alberta Energy from Waste Association (Est 2012)**

**MISSION:** To find an alternative to landfilling residential waste that will reduce climate impact.

## **Briefing Update – September 1, 2022**

**SAEWA** has recently completed the Review of the Expressions of Interest and scoring process and is currently actively engaged in the interview process which is now scheduled to be completed by September 30, 2022.

The original Expression of Interest (EOI) process schedule estimated completion of the interview process by end August 2022 however at the request for extension by consortia the Steering Committee have respectfully granted extensions to allow for those consortia working with European associates to bring their representatives back together after a summer break that does occur July – August annually.

**SAEWA** Steering Committee anticipates that after completion of the interview process that they will be able to present to the Board end October 2022 a preferred and 2<sup>nd</sup> contender consortia Energy from Waste (EFW) investor firm along with an analytic report identifying how they came to that recommendation along with an overview of the analytics of the scoring process for the Board to move forward with a decision and

announcement of whom they will be moving forward with in discussions of investment into the \$750 Million dollar EFW state of the art facility at the Newell Landfill Site (preferred site selected).

The engineering consultants, HDR have updated the EOI Schedule to reflect the new timelines having been extended by 1-month as a result of requests for extension being granted after conscientious review of the Steering Committee and HDR the project consultant lead engineering firm.

### **Background:**

Thereby resolution of the SAEWA Board made on June 15, 2022 the REOi Committee was appointed in approval of the recommendation received from the Steering Committee. The REOi Committee process was activated on record as commenced on June 20, 2022 so as to commission the confidential review and scoring process. An update to the process schedule was also provided by HDR, the Waste-to-Energy (WtE) EOI Project Engineering firm of record.

The 20-day REOi review and scoring process was scheduled to be completed prior to end July 2022. (The schedule was extended to middle August to reflect request for extension from consortia to complete references).

SAEWA Waste Volumes Review Committee Chair, Member Juska provided a report update to the Board as a result of the current review of waste volumes comparing 2010 waste volumes to 2021. The results demonstrated that volumes have increased marginally by 5,000 tonnes over this period. - This also concludes that the waste volumes have been maintained consistently with only a slight increase through the last decade of membership to SAEWA - despite a general population increase to the membership area as reported at: Statistics Canada for the 2021 Census population results updated April 27, 2022.

<https://www12.statcan.gc.ca/census-recensement/2021/dp-pd/prof/index.cfm?Lang=E>

SAEWA was successfully awarded the Alberta Community Partnership Intermunicipal Collaborative Funding in the amount of \$149,164.00 on April 2022. The EOI Steering Committee was appointed by the SAEWA Board and HDR

engineering firm hired (a leading Energy from Waste specialist engineering firm for Canada). As part of the process HDR qualified the (3) Consortia Expressions of Interest to move forward with the formal process of review and scoring evaluation of the (3) Consortia submissions received October 2021.

The SAEWA Steering Committee after the review of the NDA, Non-conflict and Anti-Lobbying Agreements by its legal firm of record, Brownlee LLP signed the documents to activate the review and scoring process along with HDR representation as the Lead Engineer in the EOI process.

SAEWA advises members, stakeholders and the public that they officially engaged in the formal process of review of the (3) Energy-from-Waste (EfW) Consortia Expressions of Interest (EOI) June 1, 2022.

Expression of Interest process of submissions of proposal to partner with SAEWA – completed October 2021

- SAEWA as a result of the Request for Expressions of Interest process received 3 Expressions of Interest from (in no particular order):

1. Covanta – EQT Infrastructure
2. Hitachi Zosen INOVA
3. SUEZ - VEOLIA

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**Membership:** Fifty plus communities consisting of Hamlets, Villages, small Urban and Rural Municipalities, and waste authorities

**Processing Capacity:** Up to 300k tonnes per year.

**Potential Outputs:** +/- 50 MW electricity +/- 1m tonnes process steam

**Estimated tipping fees:** \$50 per tonne with higher level (non granted) government support. \$90 per tonne with debt financing.

**Green House Gas Reductions (peer reviewed):** 230k tonnes per year, 7m tonnes over 30 year lifespan of the facility

**Engineers of Record:** HDR Inc.

**Funds Expended:**

Higher level of Governments \$1.5m (Federal and Provincial)

Municipal support estimated \$2.0m (member representation)

**Engineering Work Completed: (FCM & ACP Funding Programs \$1.5m)**

- Project Development Plan
- Regulatory Requirements Plan
- Siting Process Plan
- Communications Plan
- Procurement Process Plan
- Initial Business Plan
- Detailed Business Plan
- Governance Model established by Brownlee LLP
- Waste Stream Characterization
- Transportation Study and Siting Analysis (U of A)
- Environmental Life Cycle Analysis: HDR with 3rd Party Review by O&G Sustainability and Pembina Institute confirming reduction of 7 million tonnes GHG's and methane over facility lifecycle (35 years)

**Work Completed February 2020: (ACP \$400,000)**

- Site Study Evaluation Analysis completed by HDR and
- Site Announcement: Newell Regional Waste Landfill Site
- Extensive Provincial Government Engagement process completed

**Work Completed Summer – Winter 2020 (CARES \$48,000)**

- EfW Economic & Environmental Outreach Analysis roll-up



## Socio-Economic Impact of a Proposed Energy-from-Waste Facility in Newell County

### A Better Waste Management Alternative

- The proposed Energy-from-Waste facility to be located in Newell County, is planned to process a maximum of 300,000 metric tonnes of municipal solid waste per year from various SAEWA member municipalities and other waste generators across southern Alberta.
- The primary purpose of the facility is to divert waste streams from landfill sites resulting in GHG emission reductions estimated at 7 million metric tons of CO<sub>2</sub>-equivalents – equivalent to taking over 53,000 vehicles off the road, and currently valued at \$75 million over the lifecycle of the project.
- The facility would generate approximately 205,000 MWh of electricity per year – enough to power over 28,000 homes, resulting in annual revenues of at least \$11 million per year. Additionally, alternative energy sales opportunities such as selling steam to neighbouring industrial facilities could also prove to be even more valuable.
- The facility is also estimated to recover 5,400 metric tonnes of metal annually for recycling.
- Other waste streams could also be processed at the facility, including railway ties, specified risk materials, and other unique waste streams from local industrial facilities.

### Economic Impacts

- Development of the 300,000 tonne scale EFW facility in Southern Alberta will stimulate the energy and value-add economy which directly represents key pillar priorities framed within the Province's Recovery Plan economic diversification and energy innovation goals.
- The construction of the facility will create approx. 490 high-paying jobs over 3 years (1,471 job-years) generating approx. \$108 million in employment income, generate approx. \$442 million in business revenues (mainly in Alberta), and add approx. \$183 million in GDP.
- The ongoing operations of the facility will create an additional approx. 57 direct permanent jobs and approx. 69 indirect jobs (for a total of 126), generating approx. \$11 million in employment income.
- The EFW facility will spur additional economic development. The facility has the ability to use steam energy for district heating enabling co-location such as greenhouse, agricultural production, anaerobic digestion facilities and further providing energy to nearby industries such as meat packing plants.

### Detailed Economic Impact Estimates

**Table 1: Impact of Facility Construction, Cumulative over Construction Period**

Type of Effect	Output, \$M	GDP, \$M	Employment Income, \$M	Jobs (Job-Years)	Average Salary, \$
Direct	\$281.1	\$89.5	\$60.2	762.4	\$78,927
Indirect	\$106.7	\$55.7	\$33.6	435.4	\$77,146
Induced	\$54.3	\$38.1	\$14.0	273.4	\$51,337
<b>Total</b>	<b>\$442.2</b>	<b>\$183.3</b>	<b>\$107.8</b>	<b>1,471.3</b>	<b>\$73,272</b>

Note: monetary values are in 2015 dollars.

**Table 2: Impact of Facility Operations, Average Annual**

Type of Effect	Output, \$M	GDP, \$M	Employment Income, \$M	Jobs	Average Salary, \$
Direct	\$24.7	\$12.2	\$5.9	56.8	\$104,429
Indirect	\$14.0	\$6.9	\$3.5	42.6	\$81,355
Induced	\$5.3	\$3.7	\$1.4	26.6	\$51,389
<b>Total</b>	<b>\$44.0</b>	<b>\$22.8</b>	<b>\$10.8</b>	<b>126.0</b>	<b>\$85,421</b>

Note: monetary values are in 2015 dollars.

[www.saewa.ca](http://www.saewa.ca)

## 2022 CCH Goals and Strategies – September 2022

### **Strategy/Objective: Complete Ravens Ridge development**

Complete development of ten (10) VHP homeownership units in Peaks Landing with move-ins scheduled to be complete by April 2022.

- *The decks (unit 109 & 110) that were knocked down by the landscaper have been reconstructed*
- *Chandos continues to resolve move-in deficiencies and the one-year warranty through ANHWP continues through April of 2023.*

### **Strategy/Objective: Review VHP program criteria**

Review both the Homeownership and Rental program criteria by Q2 2022. Review the Matching Down Deposit Program (MDDP) and Accessory Dwelling Grant Program (ADGP) in Q4 2022.

- *The Vital Homes Rental program policy was reviewed in June and proposed amendments were approved. The Homeownership program was reviewed in August and proposed amendments were approved.*
- *CCH's Board continues to consider a new homeownership program concept, targeting homeownership for those residents who do not qualify for the Vital Homes program but for whom market housing is unattainable.*

### **Strategy/Objective: CCH Housing Action Plan**

Evaluate impact of purpose-built rental buildings on Town of Canmore market rates by Q4 2022. Identify key stakeholders and create a terms of reference for the CCH Housing Action Plan through Q3 and Q4 of 2022.

- *Work associated with this Strategy/Goal has yet to begin.*

### **Strategy/Objective: Palliser Lands Master Planning**

Engage stakeholders adjacent to the CCH held Palliser Lands and seek their participation in a Master Planning process for the subject lands, by Q4 2022. The process of creating and approving the Master Plan is anticipated to be an eighteen (18) plus month process, anticipated to be completed in 2024.

- *Work associated with this Strategy/Goal has yet to begin.*

### **Strategy/Objective: Wolf Willow Condominium**

Continue gradually disposing of the remaining rental units held by CCH (13) into the VHP homeownership program through 2022. It is anticipated that up to 5 sales will occur in 2022 and the balance over 2023 and 2024.

- *As of September 30, 2022 there will be ten (10) units at Wolf Willow that CCH holds in its rental inventory*

### **Strategy/Objective: Investigate social media options**

Investigate options for third party oversight in managing CCH social media by Q1 2022.

- *A Board subcommittee was created (February) to begin reviewing what options best address CCH's needs moving forward.*

**Strategy/Objective: Matching Down Deposit Program (MDDP) & Accessory Dwelling Grant Program (ADGP)**

Both programs are three-year pilot programs initiated in 2020. The MDDP is applicable only to VHP owners and those on the VHP waitlist, the program will match an eligible applicants' down deposit dollar for dollar up to \$25,000 for the purchase of a market unit, restrictions apply and cumulatively \$150,000 is available in 2022. The ADGP is designed to assist eligible applicants with offsetting the costs of constructing a new accessory dwelling or legalizing an existing accessory dwelling. Grant funding of up to \$20,000 or 75% of development costs, whichever is less, is available, restrictions apply and cumulatively \$100,000 is available in 2022.

- *CCH's Board moved \$210,000 in uncommitted 2021 MDDP and ADGP funds into the 2022 MDDP funds available. There is \$360,000 in 2022 MDDP available, and \$100,000 in 2022 ADGP funds available.*
- *\$75,000 in MDDP funding was used as a function of 3 Ravens Ridge purchases.*
- *One (1) ADGP application has been received/approved in 2022 (March -\$20,000 commitment).*
- *The Board will be receiving a report specific to the MDDP & ADGP, and whether to carry forward with these programs in 2023, in October 2022*

**Strategy/Objective: Determine future projects**

Continue to monitor market need for homeownership and/or rental gaps and work with the ToC to identify where opportunities may exist, or gaps need to be filled, on an on-going basis.

- *Determine whether to develop or dispose of the TSMV lands held by Q3, and whether to take initiatives to increase the number of VHP rental units by Q4, 2022.*

**Strategy/Objective: Partnership opportunities**

Investigate opportunities to work in partnership with the private sector to create VHP housing opportunities for residents of Canmore.

- *Six (6) Vital Homes Program units have been sold by SCMV to their employees at Arnica (SCMV), anticipated possession dates begin Q1 2023.*

**Strategy/Objective: Maintain full capacity of existing VHP rental and homeownership program**

Continue to provide on-going program services through 2022, which although not limited to, includes the following: receiving clients and responding to inquiries about CCH programs; processing CCH rental and homeownership applications; surveying CCH clients with respect to the services CCH is offering; general bookkeeping; administration of the VHP resale list and VHP sales; contract management of the property management agreement; monitoring website and social media activity; preparing Board packages and minutes; implementing Board/Shareholder policies/procedures as required.

- *Hector had McArthur Place 0% vacancy in August, 2022*
- *A Hawks Bend unit purchase will close September 15, 2022, and a Wolf Willow unit purchase will close September 23, 2022.*
- *CCH is currently listing is 3-bedroom unit at Wolf Willow, the showings are scheduled for Tuesday September 13 (ten viewings confirmed)*

Appendix A - Committee of Whole report

**Note:** Sales are recorded in the year the transaction closes

**Last Updated:** August 31, 2022

Year	Vital Homes Homeownership Program		Total	Resales	New Inventory
	Resales	New Inventory			
2022	5	10	15	3WW, 1HB,1MSC	10RR
2021	15	8	23	3 MSC, 2CR, 2HB, 1MR, 7WW	2LR, 4-7&7, 2JPL
2020	11	6	17	1CR, 8WW, 2MSC	1LR, 1Vt, 4JPL
2019	3	33	36	3 MSC	1Vt, 32HB
2018	3	21	24	3CR	17HB, 4CML
<b>Total</b>	<b>37</b>	<b>78</b>	<b>115</b>		
Wolf Willow (2021)		44			

Legend	
Coyote Ridge	CR
Hawks Bend	HB
Five-Plex 818 7 Street	FP
Lookout Ridge	LR
Mineside Court	MSC
Ravens Ridge	RR
Seventh & Seventh	7&7
Versant	Vt
Wolf Willow	WW

Spring Creek	
Arnica Lodge	AL
Creekstone Mountain Lodge	CML
Glacier Rock Lodge	GRL
Jack Pine Lodge	JPL
Moraine Ridge	MR



### Canmore Rental Statistics for 2022

		Jan.	Feb.	Mar.	Q1 Averages	Apr.	May	June	Q2 Averages	July	Aug.	Sept.	Q3 Averages	Oct.	Nov.	Dec.	Q4 Averages	Annual Average
Shared 1Bdrm	Average	\$880.56	\$ 920.83	\$781.25	\$ 860.88	\$847.50	-	\$935.00	\$ 891.25	\$1,200.00	\$901.11		\$ 1,050.56				#DIV/0!	\$ 923.75
	Median	\$800.00	\$ 900.00	\$762.50		\$900.00	-	\$950.00		\$1,200.00	\$900.00						#DIV/0!	
	Available	9	6	4	6	8	0	6	5	2	9		6				#DIV/0!	6
Studio	Average	\$1,300.00	\$900.00	-	\$ 1,100.00	-	\$1,300.00	-	\$ 1,300.00	\$ 1,400.00	\$ 1,525.00		\$ 1,462.50				#DIV/0!	\$ 1,285.00
	Median	\$1,300.00	\$900.00	-		-	\$1,300.00	-		\$ 1,400.00	\$ 1,525.00						#DIV/0!	
	Available	2	1	0	1	0	1	0	0	1	1		1				#DIV/0!	1
1 Bedroom	Average	\$1,714.00	\$ 1,749.17	\$1,646.11	\$ 1,703.09	\$1,759.38	\$1,783.33	\$1,966.67	\$ 1,836.46	\$2,040.00	\$2,066.00		\$ 2,053.00				#DIV/0!	\$ 1,840.58
	Median	\$1,700.00	\$ 1,847.50	\$1,695.00		\$1,525.00	\$1,750.00	\$2,100.00		\$2,100.00	\$2,050.00						#DIV/0!	
	Available	5	6	9	7	8	6	3	6	5	14		10				#DIV/0!	7
2 Bedroom	Average	\$2,545.24	\$ 2,901.56	\$2,909.72	\$ 2,785.51	\$2,371.39	\$2,602.21	\$2,710.69	\$ 2,561.43	\$2,900.00	\$2,711.86		\$ 2,805.93				#DIV/0!	\$ 2,706.58
	Median	\$2,250.00	\$ 2,850.00	\$2,747.50		\$2,199.50	\$2,324.50	\$2,550.00		\$2,697.50	\$2,600.00						#DIV/0!	
	Available	21	16	18	18	18	14	26	19	26	35		31				#DIV/0!	22
3 Bedroom	Average	\$3,716.86	\$ 3,686.36	\$4,163.18	\$ 3,855.47	\$4,059.06	\$3,622.94	\$3,669.23	\$ 3,783.74	\$3,871.43	\$3,463.18		\$ 3,667.31				#DIV/0!	\$ 3,781.53
	Median	\$3,450.00	\$ 3,400.00	\$4,000.00		\$3,450.00	\$3,400.00	\$3,400.00		\$3,500.00	\$3,500.00						#DIV/0!	
	Available	14	11	11	12	16	17	13	15	7	22		15				#DIV/0!	14
4+Bedroom	Average	\$3,600.00	\$ 5,016.67	\$3,016.67	\$ 3,877.78	\$8,166.67	\$7,025.00	\$6,500.00	\$ 7,230.56	\$4,800.00	\$4,862.50		\$ 4,831.25				#DIV/0!	\$ 5,373.44
	Median	\$3,600.00	\$ 3,250.00	\$3,000.00		\$8,000.00	\$8,000.00	\$6,500.00		\$4,800.00	\$4,250.00						#DIV/0!	
	Available	1	3	3	2	3	5	2	3		1	8	5				#DIV/0!	3
Summary Total Studio-4		43	37	41	121	45	43	44	132	40	80	0	120	0	0	0	0	373

### Canmore Rental Statistics for 2021

		Jan.	Feb.	Mar.	Q1 Averages	Apr.	May	June	Q2 Averages	July	Aug.	Sept.	Q3 Averages	Oct.	Nov.	Dec.	Q4 Averages	Annual Average
Shared 1Bdrm	Average	\$783.82	\$ 859.55	\$842.50	\$ 828.62	\$840.00	\$786.60	\$826.64	\$ 817.75	\$841.11	\$932.82	\$874.29	\$ 882.74	\$1,006.15	\$ 1,018.75	\$ 1,205.88	\$ 1,076.93	\$ 901.51
	Median	\$750.00	\$ 850.00	\$825.00		\$800.00	\$733.00	\$800.00		\$800.00	\$850.00	\$800.00		\$900.00	\$ 925.00	\$ 1,275.00		
	Available	17	11	14	14	5	5	11	7	9	11	7	9	13	12	8	11	10
Studio	Average	-	-	\$1,383.33	\$ 1,383.33	-	\$1,050.00	-	\$ 1,050.00	\$ 900.00	\$ 1,425.00	-	\$ 1,162.50	\$1,800.00	\$ 1,800.00	\$ 1,025.00	\$ 1,541.67	\$ 1,340.48
	Median	-	-	\$1,150.00		-	\$1,050.00	-		\$ 900.00	\$ 1,425.00	-		\$1,800.00	\$ 1,800.00	\$ 1,025.00		
	Available	0	0	3	1	0	2	0	1	1	1	0	1	2	1	2	2	1
1 Bedroom	Average	\$1,416.90	\$ 1,489.71	\$1,647.78	\$ 1,518.13	\$1,353.00	\$1,492.50	\$1,615.83	\$ 1,487.11	\$1,661.88	\$1,602.27	\$ 1,664.32	\$ 1,642.82	\$1,522.00	\$ 1,363.33	\$ 1,655.00	\$ 1,513.44	\$ 1,540.38
	Median	\$1,395.00	\$ 1,400.00	\$1,417.50		\$1,375.00	\$1,400.00	\$1,587.50		\$1,550.00	\$1,500.00	\$ 1,690.00		\$1,450.00	\$ 1,375.00	\$ 1,650.00		
	Available	21	17	18	19	5	4	6	5	8	11	22	14	13	4	4	7	11
2 Bedroom	Average	\$1,858.62	\$ 1,868.78	\$1,989.94	\$ 1,905.78	\$2,050.22	\$2,084.27	\$2,092.33	\$ 2,075.61	\$2,127.93	\$2,182.11	\$ 2,177.90	\$ 2,162.64	\$2,378.33	\$2,171.82	\$ 2,256.10	\$ 2,268.75	\$ 2,103.19
	Median	\$1,795.00	\$ 1,800.00	\$1,825.00		\$1,825.00	\$1,825.00	\$1,825.00		\$1,900.00	\$2,000.00	\$ 2,095.00		\$2,200.00	\$ 1,988.25	\$ 2,052.00		
	Available	65	65	63	64	41	41	33	38	27	38	45	37	35	22	20	26	41
3 Bedroom	Average	\$3,740.00	\$ 3,034.29	\$2,779.23	\$ 3,184.51	\$3,237.78	\$3,237.27	\$3,325.83	\$ 3,266.96	\$2,848.96	\$3,161.52	\$ 3,599.00	\$ 3,203.16	\$3,858.53	\$3,724.29	\$ 4,466.67	\$4,016.49	\$ 3,417.78
	Median	\$3,450.00	\$ 2,890.00	\$2,600.00		\$3,200.00	\$3,200.00	\$2,822.50		\$2,572.50	\$2,875.00	\$ 3,500.00		\$3,500.00	\$3,200.00	\$ 4,250.00		
	Available	10	7	13	10	9	11	12	11	24	23	10	19	17	7	6	10	12
4+Bedroom	Average	\$4,211.25	\$ 5,161.25	\$5,698.33	\$ 5,023.61	\$5,615.00	\$4,529.00	\$5,698.33	\$ 5,280.78	\$5,897.50	\$4,895.83	\$ 4,995.00	\$ 5,262.78	\$4,131.67	\$4,350.00	-	\$ 4,240.83	\$ 5,016.65
	Median	\$4,100.00	\$ 5,747.50	\$5,995.00		\$5,995.00	\$4,350.00	\$5,495.00		\$6,147.50	\$5,195.00	\$ 4,995.00		\$3,900.00	\$3,950.00	-		
	Available	4	4	3	4	3	5	3	4	6	6	1	4	3	3	-	3	4
Summary Total Studio-4		100	93	100	293	58	63	54	175	66	79	78	223	70	37	32	139	830

Sources: Asset West, PEKA, ReMax, RMO, The Peaks, Rent Faster, Kijiji

Above stats included both furnished, unfurnished accommodation and both with without utilities. An average of all available.



## Monthly Bulletin

June 2022



### NEWS, INITIATIVES, AND EVENTS

#### Strategic Planning and Bylaw Review

The Board, along with senior management, participated in a two-day workshop this month during which we reviewed and updated both our Strategic Plan and our Bylaws.

#### COVID-19

The province continues to transition to an endemic approach to Covid-19, having progressed to Step 3 of easing of protective measures. A plan to ease, or transition, restrictions in continuing care, will come into effect on June 30, 2022. The plan will keep some measures, such as outbreak protocols, testing and isolation of symptomatic residents, reporting to AHS and continuous masking of staff and visitors in continuing care facilities. Tragically nearly 4,600 Albertans have reportedly died from the virus.

While some BVRH employees and lodge residents have had Covid now, none were serious.

#### Designated Supportive Living Operations Planning

Senior management continues to work on the operating model in collaboration with Alberta Health Services and SE Health ahead of operations following the construction of Phase 2.

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#### **PROGRAM OCCUPANCY RATES**

Bow River Lodge	89%
Cascade House	80%
Bow River Homes	100%
Mount Edith House	100%
Community Housing	100%
Rent Supplement	100%

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#### **SPECIAL PROJECTS**

##### This is Home (Phase 2)

Meanwhile, the construction of the designated supportive living addition to Bow River Lodge is complete. We are dealing with deficiencies and early commissioning phases of the project.

Schedule: Substantial completion in Q2 2022, followed by opening in mid-to-late Q4 2022.

Design: This facility has been designed to meet the needs of designated supportive living level 4 and dementia operations, including enhanced safety and care-provision considerations. We expect to have to add enhanced infection prevention and control safeguards as the lessons of COVID take hold.

Economics: The current capital cost is \$17.4 million; the Government of Alberta has committed \$16.5 million to date. BVRH has agreed to contribute the remaining 5% of the capital budget (up to a maximum of \$900,000) to keep the project viable.

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# **BOW VALLEY REGIONAL HOUSING**



We are a Housing Management Body (HMB) created by the Government of Alberta. Alberta's HMBs operate and administer provincially-owned social housing facilities and programming. The province holds an extensive portfolio of these facilities through the Alberta Social Housing Corporation (ASHC), which serves many needy and vulnerable Albertans. Each HMB is a not-for-profit self-governing corporation under the Alberta Housing Act that manages ASHC assets in their respective region. HMBs may operate various housing programs and own facilities.

Every municipality in Alberta is a contributing member of its regional HMB and must have at least one appointee serving on the governing Board. The HMB board members are responsible for acting in the best interests of the entire region. HMBs function as property managers for the province, often working to address relevant housing needs in their region.

HMB operational funding sources can vary somewhat. Tenants pay accommodation fees, which are usually subject to affordability limits. These limits often lead to operating deficits by constricting the ability to collect enough fees to cover the total costs of operations. Provincial grants and municipal requisitions subsidize seniors' lodge deficits, whereas the province alone funds deficits in independent seniors and community housing programs.

As the HMB for the Bow Valley region, BVRH is responsible for social housing and affordable supportive living accommodation for seniors throughout Kananaskis Country, the Bow Corridor, the MD of Bighorn, and all of Banff National Park. The region covers an area of 13,500 square kilometers that has two towns and seven hamlets that contain approximately 25,000 people. Our five contributing municipalities are Kananaskis ID, MD of Bighorn, Towns of Canmore, and Banff and Banff National Park ID9. The region's people can access the programs we offer, subject to eligibility requirements.

We are an independent body that collaborates with two provincial ministries, five municipal governments, numerous agencies in our community, and provincial organizations to provide and promote safe and appropriate housing in our region.

## **OUR MISSION STATEMENT**

Bow Valley Regional Housing commits to provide accommodation services for the Bow Valley region seniors and residents of modest means who struggle to secure and maintain appropriate housing.

We provide housing-related programs to approximately four hundred residents in the Bow Valley region, delivered through our four programs. These programs are housed across seven properties in Banff and Canmore that contain thirty-four separate buildings, twenty of which are stand-alone residential houses.



Our projects include:

- Seniors' lodges in Canmore and Banff provide room and board to the residents of our 85 suites.
  - Phase 2 of our *This is Home* project will open in 2022 to deliver designated supportive living to the region through sixty 24-hour care suites that will provide appropriate accommodations to our vulnerable seniors while alleviating pressures on local hospitals.
- Seniors' self-contained independent housing buildings in Canmore and Banff include 62 one-bedroom apartments.
- Family housing residences in Canmore include 38 townhouses and 20 houses.
- Rent Supplement Programs currently provide financial assistance to approximately 35 households in the Bow Valley.
- Planning is underway to convert a 15-suite lodge wing into a different type of housing.
- Planning is underway for the re-profiling of a part of the Bow River Lodge site to increase the number of senior's self-contained suites while adding other affordable housing options.

## OUR VISION STATEMENT

Bow Valley Regional Housing aspires to collaborate with relevant entities to ensure that suitable programming that will mitigate the housing needs of our client base is available. We will:

- Make decisions and recommendations using relevant and valid data regarding community trends and housing needs.
- Obtain funding to develop infrastructure that meets identified needs for social and senior's affordable housing programs.
- Embrace operating principles that incorporate innovation, service excellence and best practices.
- Attract and retain highly qualified and caring staff.

The BVRH team includes approximately forty employees at Bow River Seniors Lodge in Canmore and Cascade House in Banff. Our Central Administration and Maintenance Teams are based in Canmore but serve all our projects. We have dedicated Housekeeping and Food Service Teams at each of our two seniors' lodges.

## OUR VALUES

### SERVICE

Client-focus, empathy, caring, commitment to quality and a guiding philosophy of serving our clients in their homes.

### INTEGRITY AND ACCOUNTABILITY

High ethics, professionalism, transparency, accountability, and inclusiveness.

### EFFICACY

Sustainability, innovation, versatility, collaboration, communication, vision and resourcefulness.

More information is available on our website at [www.bvrh.ca](http://www.bvrh.ca)



Regular Board Meeting  
Minutes  
Thursday, May 26, 2022, 9:00 a.m.  
Bow River Seniors Lodge, Canmore AB

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**PRESENT:** Lisa Rosvold (Chair), Karen Marra (Vice-Chair), Joanna McCallum,  
**TELECONFERENCE:** Barb Pelham, and Davina Bernard  
**ALSO PRESENT:** Ian Wilson (CAO), Greg Hutchings (Operations Manager), Jennifer Comighod (Housing Manager), and Vicki Lockwood (Controller)  
**REGRET:** Erum Afsar and Chip Olver

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1. **CALL TO ORDER**  
Chairperson L. Rosvold called the meeting to order at 9:02 a.m.
2. **ADOPTION OF AGENDA**  
*Motion 22-046: K. Marra* to approve the agenda. With the addition of 2.a. presentation of Q1 2022 BVRH Financial Report (unaudited). Carried unanimously.
3. **PRESENTATION AND GUESTS**
  - a. **Vicki Lockwood, CPA:** presented the Q1 2022 Financial Report (unaudited).  
*Motion 21-047: J. McCallum* to accept the Q1 2022 Financial Report (unaudited) as information. Carried unanimously.
4. **APPROVAL OF MINUTES**
  - a. **Regular Meeting of the Board:**  
*Motion 22-048: K. Marra* to approve the minutes of April 28, 2022, regular meeting of the board as presented. Carried unanimously.
5. **CAO REPORT**
  - a. **This is Home Redevelopment:** report provided and discussed.
  - b. **COVID-19 Pandemic Response:** verbal report provided and discussed.
  - c. **Employee Attraction, Retention, and Livability:** report provided and discussed.
  - d. **2022 Utilities Grant:** verbal report provided and discussed.
  - e. **2022 Strategic Planning and Bylaw Review:** verbal report provided and discussed.
6. **NEW BUSINESS**
  - a. **Unrecoverable Debt:** report provided and discussed.  
*Motion 22-049: D. Bernard* to write off unrecoverable debts of \$6,840.57 as presented. Carried unanimously.
7. **CORRESPONDENCE AND INFORMATION**
  - a. **Q1 2022 Strategic Plan Report:** presented and reviewed..  
*Motion 22-050: K. Marra* to accept the report as information. Carried unanimously.
  - b. **Q1 2022 CAO Report:** presented and reviewed.  
*Motion 22-051: J. McCallum* to accept the report as information. Carried unanimously.
  - c. **May 2022 BVRH Bulletin:** presented and reviewed.  
*Motion 22-052: B. Pelham* to accept the report as information. Carried unanimously.
  - d. **May 2022 Occupancy and Waitlist Report:** presented and reviewed  
*Motion 22-053: J. McCallum* to accept the report as information. Carried unanimously.
8. **IN CAMERA**  
*Motion 22-054: D. Bernard* to take the meeting on camera. Carried unanimously.

*Motion 22-055: J. McCallum* to take the meeting out of the camera. Carried unanimously.  
**Tenant Matter:** verbal report provided and discussed.

**9. DATE AND LOCATION OF NEXT MEETING(S)**


**a. May regular meeting:**

June 23, 2022, starting at 9:00 a.m. in Bow River Lodge, Canmore.

**10. ADJOURNMENT**

*Motion 22-056: B. Pelham* that the meeting adjourn at 10:45 a.m. Carried unanimously.

  
\_\_\_\_\_  
Lisa Rosvold, Chairperson

  
\_\_\_\_\_  
Ian Wilson, CAO

**MINUTES PREPARED BY:** Jennifer Comighod, Housing Manager



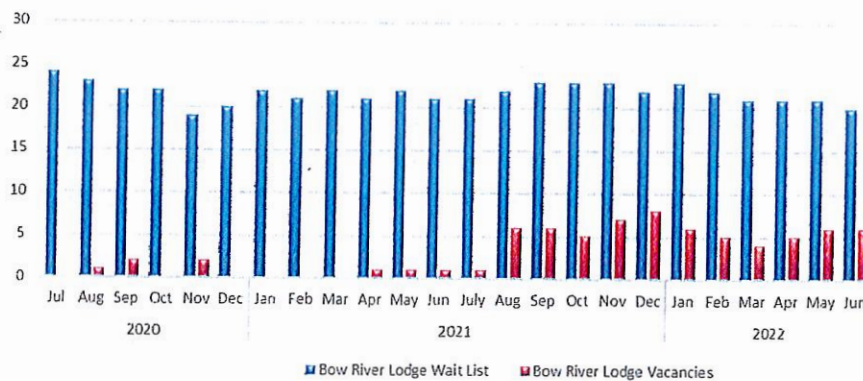
## June 2022 Occupancy & Waitlist Report



### Bow River Seniors Lodge in Canmore

Occupancy and waitlist as of June 15, 2022:

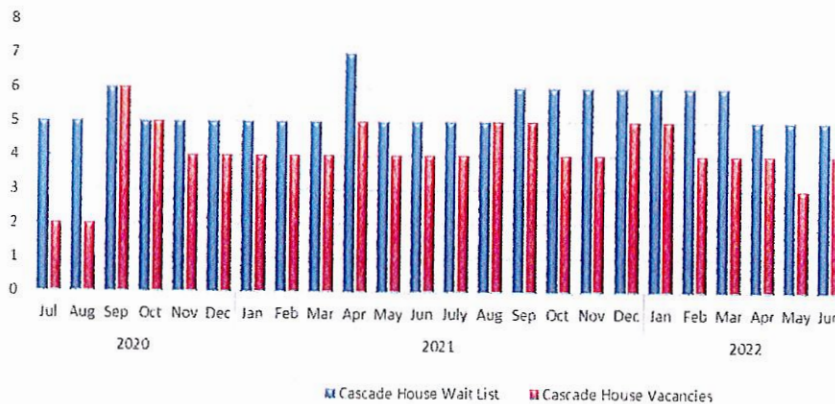
- The lodge has sixty-three residential suites.
- Of those suites, fifty-five are occupied or available for occupancy.
- The other suites are not available for occupancy. They are not captured in the chart below, but include:
  - Eight are being utilized as offices, storage, breakrooms, and amenity spaces.
- 89% of the habitable suites are occupied or awarded pending move-in.
- Twenty candidate households are wait-listed, and most of them are not yet ready to move in.



### Cascade House (Seniors Lodge) in Banff

Occupancy and waitlist as of June 15, 2022:

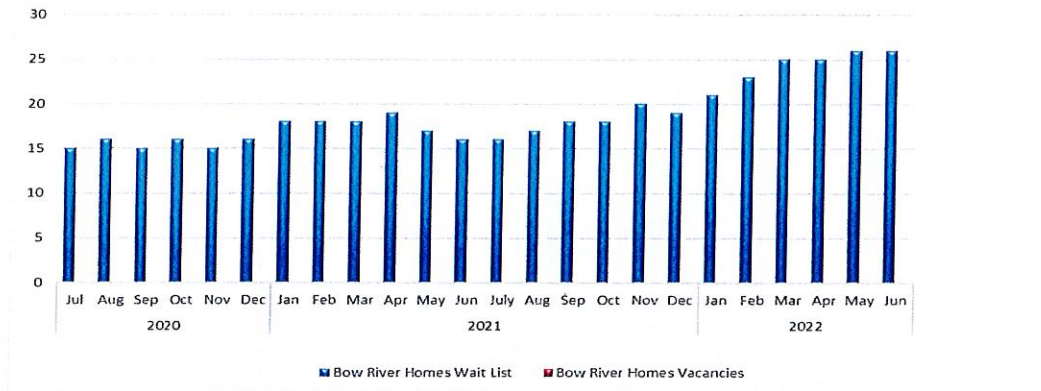
- The lodge has twenty-two residential suites.
- Of those suites, twenty are occupied or available for occupancy.
- The other suite is not available for occupancy. They are not captured in the chart below, but include:
  - Two are being rehabilitated.
- 80% of the habitable suites are occupied or awarded pending move-in.
- Five candidate households are wait-listed, and all of them are not yet ready to move in.



## Bow River Homes (Seniors Self-Contained) in Canmore

Occupancy and waitlist as of June 15, 2022:

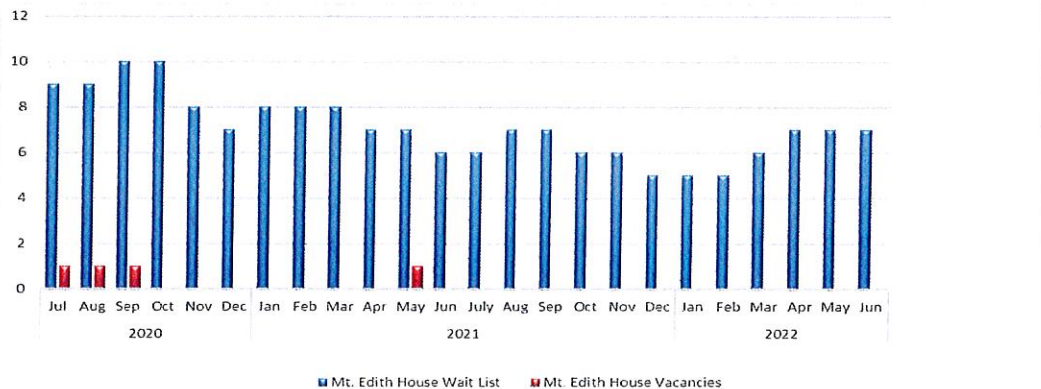
- The project has twenty-eight self-contained residential suites.
- 100% of the habitable suites are occupied or awarded pending move-in.
- Twenty-six candidate households are wait-listed.



## Mount Edith House (Seniors Self-Contained) in Banff

Occupancy and waitlist as of June 15, 2022:

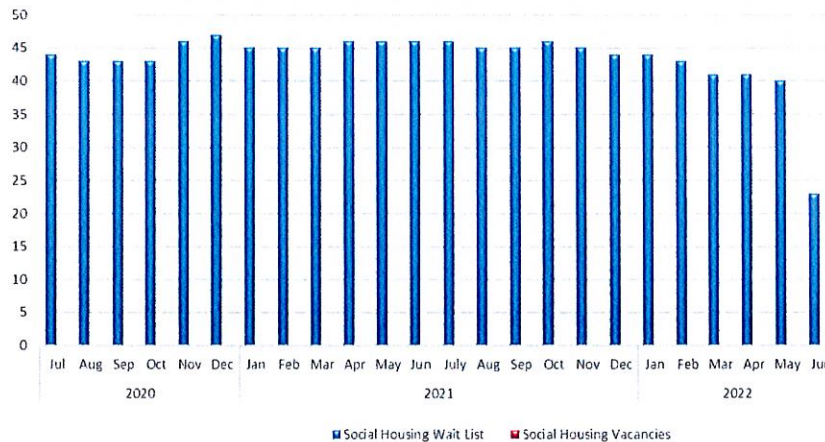
- The building has thirty-four self-contained residential suites.
- Of those thirty-four, thirty-two are occupied or available for occupancy.
- The other suites are not available for occupancy. They are not captured in the chart below, but include:
  - Two that are being rehabilitated.
- 100% of the habitable suites are occupied.
- Seven candidate households are wait-listed.



## Community Housing Projects in Canmore

Occupancy and waitlist as of June 15, 2022:

- The portfolio has fifty-eight individual residential units.
- Of those fifty-eight units, fifty-six are occupied or available for occupancy.
- The other suites are not available for occupancy. They are not captured in the chart below, but include:
  - Two are being rehabilitated.
- 100% of the habitable suites are occupied or awarded pending move-in.
- Twenty-three candidate households are wait-listed.



## Rent Supplement (RS) Programs in the Bow Valley Region.

Occupancy and waitlist as of June 15, 2022:

- A monthly budget of \$22,750.00.
- Providing financial subsidies to forty active client households.
- There are seven candidate households on the waitlist.
- The monthly subsidy totalled \$22,548.00, averaging \$533.00 per client household.
- Of our active RS client households:
  - 33 live in Canmore
  - 6 live in Banff
  - 1 live in Deadman's Flat





# Administrative Update

DATE OF MEETING:

September 27, 2022

Agenda #: F-1

## A. CAO's Office

### 1. CAO

- a) On July 19 the Province released their Recommendations report after the second part of a two part review of the Victims of Crime program (also known as Victims Services). Recommendation three identified that the program as it currently exists would end. The two options for moving forward are the adoption of a hybrid governance model where the services are provided by a municipality, or the program is offered in zones that are aligned with police service delivery regions instead of municipal boundaries. Alberta Municipalities approved the resolution that the Town of Canmore brought forward at the recent convention. While advocacy work through AB Municipalities is underway, Administration will continue to meet with the Bow Valley Victims Services staff, board chair, and other Bow Valley administrators to discuss the report and the implications for services in Canmore and the Bow Valley should the current transition plan occur as outlined.

Motion made to AB 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.

- b) Administration issued a Request for Proposals (RFP) for our Service Level Review project (capital project 7216) and have awarded the contract to MNP. The initial kick off meeting occurred in August and work on the project is now underway. We anticipate the project to be complete in mid-2023.
- c) Administration issued another RFP for a review of the status of Reconciliation, Equity, Diversity, and Inclusion (REDI) in the organization. At the time of writing this report, a committee of staff from our Truth and Reconciliation Working Group, our Equity, Diversity, and Inclusion Committee, and the GMMS are reviewing proposals.
- d) At the July 5 Council meeting, Council voted to nominate former Mayor Borrowman for the Alberta Municipalities Award of Excellence and former CAO Lisa deSoto for the Dedicated CAO award. Both applications were successful! John and Lisa were presented with the awards at the Alberta Municipalities President's dinner on September 20. Kudos and congratulations to our former Mayor and CAO for their excellence and years of dedicated service. These awards are well deserved.

## 2. Legal

- a) Transition to in-house counsel: The Town Solicitor has been on the job for slightly over one year and able to report on the state of the transition to in-house counsel in advance of the 2023-2024 budget deliberations. To begin, the legal environment in which the Town of Canmore operates has changed significantly since the time of the original business case for in-house legal counsel in 2019. As generalist in-house counsel, the Town Solicitor position involves the day-to-day delivery of legal services to all branches of the organization on a diversity of topics while also participating as a member of the Corporate Strategic Team (CST). By the time the Town Solicitor position was filed in 2021, actual spending on outsourced legal counsel for general operational matters had increased by twenty-five percent. The number and complexity of legal matters facing the municipal corporation continues to increase independently from the litigation between the Town and Three Sisters Mountain Village Properties Limited (TSMVPL) that commenced in 2021. The Town Solicitor in consultation with departmental Managers has developed Legal Service Guidelines to manage requests for legal services and allocate the Town's legal resources based on assessment of corporate risk. The financial and non-financial benefits of in-house counsel are being realized, but the targets are moving.
- b) TSMVPL matters:
  - Administration, led by the Municipal Clerk's Office, has responded to a major FOIP request.
  - The Town's application for permission to appeal the Land and Property Rights Tribunal decisions concerning the Smith Creek and Three Sisters Village Area Structure Plans (ASPs) to the Alberta Court of Appeal will be heard on an unfinalized date in late September.
  - TSMVPL has filed a separate application in the Court of Queen's Bench seeking an order on the Town to adopt the ASPs.
  - Judicial review applications in the Court of Queen's Bench concerning the same ASPs remain adjourned to no set date.



- The civil claim filed by TSMVPL in the Court of Queen’s Bench is being defended by the Town’s insurer and is currently at the internal records review stage.
- Two similar civil claims by Thunderstone Quarries Canmore Ltd. are included in the defense arrangements. Defense counsel has filed a Third Party Claim against TSMVPL in the Thunderstone actions.
- Administration is following Council’s direction to implement the Court of Queen’s Bench decision concerning the “Staircase Lands” by acquiring part of this parcel in the vicinity of Quarry Lake. This is a separate legal action from the ASP matters.
- Administration is finalizing a transaction to secure the pathway system in multiple neighbourhoods in the Three Sisters area.

## **B. MUNICIPAL SERVICES**

### **1. Community Social Development**

- a) Starting in September, and in Partnership with Crossway Community Thrift, the Family Connection Centre will expand drop-in program (Toys Together) to offer an additional program on Mondays.
- b) Settlement Services in the Bow Valley currently has just under 50 Ukrainian clients registered with them, and they continue to work with clients and their interpreter to connect all individuals to programs and services in the Bow Valley, including Canmore’s Affordable Services Program.
- c) Income Support has a new on-line application service. The online application can be accessed at <https://www.alberta.ca/income-support-how-to-apply.aspx>. FCSS is working with community members to complete the application as some vulnerable individuals struggle to complete on-line application forms, and it is difficult to connect with an Income Support person over the phone (the office is no longer providing in-person appointments).

### **2. Recreation Services**

- a) The Canadian Red Cross Swimming/Water Safety and Lifeguard programs will no longer be offered as of January 1, 2023. They are directing their attention to surging humanitarian demands in other areas. As recommended by the Canadian Red Cross, Aquatics has transitioned to the swim programs of the Lifesaving Society Canada this fall.
- b) The summer season of Big Fun day camps wrapped up on August 26. Registration for July and August totaled 2,259 participants which made for 85% registration rate, matching 2019 levels. So, it was a busy and successful program. Staffing levels returned to pre-pandemic levels allowing us to facilitate more participants. Campership was well subscribed with support going to 18 families.
- c) Partially funded by the Alberta Blue Cross Covid Community Roots Program grant, Recreation and Facilities are working in collaboration to purchase and install an outdoor ping pong table at the Canmore Recreation Centre. This new amenity will complement existing free or low-cost recreation opportunities in the community and will be installed this fall.

### **3. Protective Services**

- a) A meeting was scheduled with Hon. Tyler Shandro, Minister of Justice and Solicitor General regarding Alberta Provincial Policing for August 31, 2022 with the Mayor, the CAO, and the Manager of Protective Services. The purpose of the meeting was to seek feedback and answer

questions regarding the proposed Alberta Provincial Policing deployment model. The Town of Canmore maintains a positive relationship with the Canmore RCMP Detachment and Administration is not supportive of the potential transition to an Alberta Provincial Policing model due to a number of unanswered questions and concerns.

- b) Community Peace Officers are focusing on crosswalk and student drop off safety in school zones for the month of September.
- c) The RCMP's Positive Ticketing campaign took off in August and ends October 1. This campaign focused on trail and cycling safety and promoting positive relationship building between the RCMP and the community.
- d) The implementation of paid parking resulted in a number of respectful workplace health and safety incidents between Town of Canmore employees and residents. The Town of Canmore is committed to maintaining a respectful and psychologically safe workplace for employees and disrespectful behaviour has been addressed directly with those who display it. Resilience and de-escalation training was provided for both front counter staff and parking ambassadors.

#### 4. Economic Development

- a) Food Truck Pilot project: We received two applications to the pilot project with one approved vendor in operation. There has been a slight increase in the number of development permit applications related to permanent seasonal locations for food trucks in Canmore. Final report will be brought to council after the season ends on October 15.
- b) Main Street Pedestrian Zone (MSPZ) permitting: This year is the first year we are charging for MSPZ permits. As of July 28th 2022 we received and processed 28 main street permits as compared to 29 permits issued in 2021 at the end of the season.
- c) Business Registry numbers year over year are trending higher then in previous years and they have exceeded 2019 total number of licenses issued, which as 2095 as of December 31st of that year. Below is the overview of business licenses issued as of July 19th, 2022.

All Active		
License Year	2021	2022
	As of 14-Jan-22	As of 19-Jul-22
BED & BREAKFAST	35	40
BUSKING	3	10
HOME OCC 1	769	739
HOME OCC 2	61	46
NON-RESIDENT	393	386
TEMPORARY*	245	185
REGIONAL	58	59
RESIDENT	651	627
SPECIAL EVENTS	10	9
VENDORS	10	24
Total	2235	2125

- d) SMARTstart: A total of 14 applications were received for the class of 2023 representing 16 entrepreneurs. A total of 14 students were accepted into the program. Applications were reviewed by Economic Development and two business owners based on the review criteria. This year's mentors include five returning mentors, some who have been part of the program since 2020.

## **C. CORPORATE SERVICES**

### **1. Human Resources**

- a) The Town has initiated mediation to assist in resolving bargaining of the collective agreement with IAFF Local 4705. A mediator has been assigned by the provincial authority, and we expect to be in mediation in the Fall.

### **2. Finance**

- a) All Town departments have completed the first draft of the operating budget for 2023-2026 and capital budgets for 2023-2028. The Corporate Strategic team has begun the internal budget review, with Finance Committee meetings beginning November 3. Administration has prepared "status quo" budgets representing a continuation of existing services and service levels, as well as prioritized lists of options for consideration for increases or decreases based on strategic priorities or other administrative recommendations.

## **D. MUNICIPAL INFRASTRUCTURE**

### **1. Facilities**

- a) Operations:
- Exterior painting/staining has been going well with the favourable weather. Facilities that have been completed include the Civic Centre, and Elk Run Park Public Washrooms. Other public washrooms will get re-painted as time/weather/budget allows.
  - Aquatic Centre shut down is scheduled for Aug 29 and full re-opening is planned on September 26. During this time, work will involve various facility repairs; draining and regrouting the leisure pool basin; applying anti-slip treatment to pool deck; deep cleaning/dusting throughout; and numerous other maintenance items.
- b) Capital Projects:
- New Fire Station Construction (7229): Progress continues at a good pace and has benefited from favourable site and weather conditions.
  - CRC Rooftop Solar Expansion (7232): Currently in the procurement stage.
  - Stan Rogers Memorial Stage (7207): The project is complete. It included structural upgrades, new flooring, electrical upgrades, and interior/exterior staining. The facility has been re-opened for use and was the venue for the annual Folk Festival.
  - Civic Centre Cooling System Replacement (7227): The design is now complete, and the plan is to procure construction services toward the end of 2022 or early 2023 to implement early in 2023.

## 2. Public Works

### a) Streets and Roads

- Road repairs – routine maintenance on roads continues with contractors scheduled for pavement repairs, crack sealing, and spray patching in the coming month. This can be challenging during the busy summer months.
- Electric vehicles and charging stations – After significant delays caused by COVID induced supply chain constraints, the Town will receive its two electric vehicles during the month of September. Once received, a trial period using public works staff as “test objects” will occur for a short period, to work out any potential operational challenges before incorporating them into the regular fleet.
- School zone safety– School zone road messaging has been refreshed and seasonal signage will be deployed throughout Town to support the return of the school year.
- Snow and Ice Control (SNIC) season – early preparations for the coming SNIC season are underway. Mapping and procedural updates, and seasonal equipment preparations are occurring at this time.

### b) Solid Waste Services

- A new plastics recycling facility has opened in Lethbridge. Canmore’s plastics were being shipped to Burnaby and before that Ontario. The new facility greatly reduces the shipping distance and can find recycling/recovery solutions for all the plastic that we send them.
- SWS provided support to the Canmore Folk Festival. They have a great Towards Zero Waste system that is supported by many volunteers. Through their dedicated effort the Festival keeps over 90% of their waste out of the landfill.

### c) Sustainability

- The Town will be doing ongoing education around the removal and proper storage of wildlife attractants. Alberta Environment and Parks has noted a lower-than-normal berry crop this year and indicated to Administration to expect bears and other wildlife to potentially be coming into town in search of a food source. As a reminder, the Town has a Fruit Tree Incentive program where residents will be reimbursed 50%, up to \$300, for the removal of a fruit tree from their property.
- The Municipal Climate Change Action Centre (MCCAC), in partnership with the SouthGrow Regional Initiative, has a new funding program for electric vehicle (EV) charging stations for public and/or fleet use. Funding will cover 46% of the cost of purchasing and installing new charging stations. This could equal roughly \$5,000 for each Level 2 Charger (provides a full charge over several hours) and \$75,000 for each Fast/Level 3 Charger (provides a full charge in 30 minutes). Unlike past funding programs, which were only available for chargers on municipal property, this Alberta-wide opportunity is available to the private sector to support commercial fleets and public charging. If any local businesses are interested in installing EV Chargers, please encourage them to check out this funding opportunity (funds are available on a first-come-first-served basis) - <https://mccac.ca/programs/electric-vehicle-charging-program/>
- On Saturday, June 25, the first ever Canmore Eco-Solar Tour took place. This was an opportunity for residents to learn from local homeowners about what it is like to build and

live in a green home. There was a total of 244 visits to locations on the tour, which included a solar church, a deep energy retrofit, a laneway home built using passive house principles and an e-bike charging kiosk. Thank you to the Biosphere staff, the Eco-Solar Tour organizers, the location hosts and volunteers for their work to make the tour happen. The Town provided \$600 towards advertising costs to help encourage local residents to take advantage of this opportunity.



**Council Resolution Action List**

**G1**

Motion #	Agenda Item	Resolution	Council Mtg Date	Service Area	Action Status	Last Update	Date Complete
99-2021	<b>MOU with Stoney Nakoda</b>	Direct administration to investigate and report back on the scope, process and resources needed to establish a Memorandum of Understanding (MOU) with the Stoney Nakoda Nation.	27-Apr-21	CST	The Stoney Nakoda Nation would like access to lands within the Town of Canmore boundaries for cultural ceremonies. This would help in building relationships that will assist with establishing an MOU in the future. Council approved a request to advance this work at the Sept 7, 2021 council meeting. Administration continues to reach out to the Stoney Nakoda Administration to advance this work.	2-Sep-22	
216-2021	<b>Advancing Truth and Reconciliation with the Stoney Nakoda Nation</b>	Direct administration to work with the Stoney Nakoda Nation to identify lands within the Town of Canmore boundaries that would be appropriate for cultural ceremonies and assist with any necessary agreements for the use of these lands.	7-Sep-21	CST	Work is ongoing. The next step for this items rests with the Stoney Nakoda Nation.	2-Sep-22	
219-2021	<b>Lower Silvertip Wildlife Corridor</b>	Direct administration to assemble a working group consisting of key Lower Silvertip Wildlife Corridor landowners to develop principles for and an approach to shared management of the corridor.	7-Sep-21	Public Works Admin	Administration met with all stakeholders on June 15, 2022 to review the MSES report, gauge interest in working together as a group and to discuss next steps. Generally there was interest in working collaboratively and there are facilitated sessions scheduled in the fall to work through next steps including a series of workshops and interviews with landowners. The intent would be to develop a final management approach (plan) to be completed by early 2023.	2-Sep-22	
251-2021	<b>Land Use Bylaw Amendment Omnibus</b>	Direct administration to return to Council by December 31st, 2022, with a report on options for regulating or managing election signage on municipal property.	7-Dec-21	Planning		7-Dec-21	
271-2021	<b>2022 Budget</b>	Direct administration to create a \$100,000 capital project to undertake a study in 2022 assessing the best location for a passenger rail station in Canmore as well as the impact of the proposed Calgary to Banff passenger rail project on the municipality's transportation systems, which would be funded from General Municipal Capital Reserve, and to return to Council with the full scope of the study for approval prior to implementation.	14-Dec-21	CST	Due to the announcement from the Province that the financial ask for its contribution to the plan would be too risky for Alberta taxpayers, no work has advanced on this project as this time.	2-Sep-22	
79-2022	<b>Procedural Bylaw Amendment 2022-04 Omnibus</b>	Direct administration to investigate the options for video and audio being treated as written submissions and imbedded in the record of public submissions.	5-Apr-22	Clerks		5-Apr-22	
86-2022	<b>Food Truck Pilot Project</b>	Approve the Food Truck Pilot Project as presented and direct administration to report back to Council on learning and any next steps.	5-Apr-22	Ec Dev	Project is underway with low uptake. Administration will report back after season ends (October 15).	5-Apr-22	
94-2022	<b>Downtown Canmore Business Improvement Area (BIA)</b>	Postpone the request from the Downtown Canmore Business Improvement Area (BIA) to grant 25% of net monies from paid parking in the Town Centre to the BIA on an annual basis until the November 2022 regular meeting of Council, at which time administration will provide the statistics of the current net revenue derived from paid parking in the Town Centre from its inception until the end of September 2022.	3-May-22	Protective Services		3-May-22	
111-2022	<b>Property Tax Bylaw 2022-12</b>	Direct administration to bring back the Property Tax Policy FIN-005 with amendments to reflect a change with respect to tourist homes non-personal use so they are calculated in parity with the non-residential class mill rates.	3-May-22	Finance	The update to this policy will come to Council for approval in October	2-Sep-22	
115-2022	<b>Paid Parking Monthly Passes</b>	Direct administration to bring a report with recommendations to the June 2022 regular meeting of Council with respect to paid parking monthly passes for non-resident employees of the Town Centre.	3-May-22	Protective Services	An update was provided to Council at the June 2022 Regular Business Meeting and motion 130-2022 was unanimously approved, delaying the report back on this item until November 1, 2022.	2-Sep-22	

125-2022	<b>Bylaws 2022-09 and 2022-10 800 3rd Avenue Municipal Development Plan and Land Use Bylaw Amendments</b>	Direct administration to work with the Applicant to prepare a recommendation and/or wording for a potential amendment with respect to Bylaws 2022-09 and 2022-10 ("the Bylaws") regarding each of the following topics and provide the said recommendation and/or wording to Council prior to the 2nd reading of the Bylaws. <ul style="list-style-type: none"> <li>• Limiting house sizes in the subject area';</li> <li>• Creation of a legal instrument upon all parcels of the subject lands, which will include the following elements: (i) if a palliative care facility is not constructed in Area A then Area A will revert to the owner and the land in Area A will remain in a natural state; (ii) there is to be no trail or road connection between the Spring Creek development and 3rd Avenue through the subject lands; and (iii) the lands shall be protected in perpetuity from any further development except as described in the application;</li> <li>• Minimizing the distance between the buildings in Area B and 3rd Avenue in order to minimize the disruption to the undeveloped areas of the lands;</li> <li>• Removing the buildings in Area C, subject to an agreement between the Spring Creek development and the Applicant whereby the Spring Creek development provides at its own cost water servicing to the palliative care facility (if such is determined to be needed) and provides at its own cost fill, landscaping, and a trail for Area C to become a park; and</li> <li>• Limiting maximum building height.</li> </ul>	24-May-22	Planning	See item 152 below.	2-Sep-22	
152-2022	<b>Palliative Care Bylaws</b>	Return no later than November 1, 2022 with a response to Council Motion 125-2022.	5-Jul-22	Planning			
136-2022	<b>Council Strategic Plan 2023-2026</b>	That Council direct administration to return to Council in the Fall of 2022 at the time of 2023 budget preparation and deliberation with ideas for bold initiatives that address livability and environment in Canmore, including, but not limited to, increasing income appropriate housing and affordability.	7-Jun-22	CST	Budget and business planning is well underway. Departments are finalizing their budgets and CST is beginning the preliminary review. Finance committee meetings to review the budget with Council will begin on October 25.		
149-2022	<b>Bow Valley Clean Air Society</b>	Review and recommendation of implementing a closed-door bylaw from approximately early September to early June; and, if the recommendation is in support of the request, to provide Council with a draft closed door bylaw for consideration.	5-Jul-22	Public Works			
151-2022	<b>Bow Valley Connections Centre</b>	Review and recommendation of request for interim Life Campus Space.	5-Jul-22	CSD			
169-2022	<b>Budget Development Direction</b>	Report back with a recommendation on Fortis and ATCO Gas franchise fee rates in advance of the necessary notification periods.	5-Jul-22	Finance			
170-2022	<b>Budget Development Direction</b>	Track and report back to Council at budget time the total costs for delivering emergency medical services by Canmore Fire-Rescue based on a cost recovery model.	5-Jul-22	Finance			
171-2022	<b>Budget Development Direction</b>	Identify potential areas of provincial downloading of costs and report back to Council at budget time the estimated total cost of said downloading.	5-Jul-22	Finance			
200-2022	<b>Court of Queen's Bench of Alberta decision re. "Staircase Lands" (Three Sisters Mountain Village Properties Ltd. v Canmore, 2022 ABQB 511)</b>	Acquire the upper portion of the Staircase Lands to satisfy the decision of the Court of Queens Bench decision and report on detailed options for implementing this decision.					
205-2022	<b>Homelessness Society of the Bow Valley</b>	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)	6-Sep-22	CSD			
222-2022	<b>Labour Market Recruitment and Retention Strategy</b>	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.	6-Sep-22	Ec Dev			
232-2022	<b>Canadian Rockies Public School Board Land Transfer</b>	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.	13-Sep-22	Planning			



# Correspondence

**DATE OF MEETING:** September 27, 2022

**Agenda #:** H

1. Letter from Minister of Health re. EMS and Ambulance Shortages
2. Letter to Banff Sunshine Village re. Ski Area Long-Range Plan and Detailed Impact Assessment
3. Letter to Minister LaGrange re. École Francophone Notre-Dame des Monts
4. Response from Minister LaGrange re. Education Infrastructure Capital Projects
5. Letter from RCMP to Alberta Government and Community Leaders
6. Letter to Stoney Nakoda Administration re. Renaming Teepee Town and Indian Flats



ALBERTA  
HEALTH

*Office of the Minister  
MLA, Calgary - Varsity*

JUL 05 2022

AR 199787

His Worship Sean Krausert  
Mayor, Town of Canmore  
902-7 Avenue  
Canmore AB T1W 3K1  
[sean.krausert@canmore.ca](mailto:sean.krausert@canmore.ca)

Dear Mayor Krausert:

Thank you for your letter regarding Emergency Medical Services (EMS). I apologize for the delay in my reply.

I understand your concerns and share your desire to ensure people in Canmore and across Alberta have access to high-quality and timely EMS. That is why Alberta is investing an additional \$64 million to support EMS capacity, which represents a 12.2 per cent funding increase over last year. This includes \$28 million to provide sustainable funding for helicopter air ambulance services and add more ground ambulances to help meet high demand and improve response times; \$22 million to increase capacity, extend ground ambulance contracts, and support integrated operations centres and inter-facility transport projects; and \$14 million to help address fatigue issues experienced by ambulance crews. Canmore is one of 14 communities to benefit from Alberta Health Services' (AHS) EMS Hours of Work project, which involves adjusting working hours, shifts, and scheduling to lessen fatigue among paramedics.

As outlined in *Budget 2022*, adding ambulances will help meet high demand and improve response times. Calgary and Edmonton will both receive five 24/7 ambulances in each of the next two fiscal years, for a total of 20. Adding these new ambulances will relieve some of the pressure on the EMS system by adding resources in areas of highest demand. This will have a positive ripple effect, reducing response times in neighbouring communities.

In addition, I have announced the establishment of the Alberta EMS Provincial Advisory Committee (AEPAC) to generate advice on issues and solutions for the provision of EMS in Alberta within the existing service delivery model. Representatives of Alberta Municipalities and the Rural Municipalities of Alberta have been appointed to AEPAC. The committee is focusing on EMS dispatch, ground and air ambulance services – including system, process, and outcome improvements – as well as supporting further EMS integration within the health system. AEPAC will submit an interim report in May 2022 and a final report in July 2022.

We are also engaging independent health system experts to conduct a review of Alberta's EMS dispatch system. The objective review will inform improvements that can be made to dispatch services overall. AEPAC's advice will inform this review to be completed by September 2022.

.../2



Additionally, AEPAC will contribute advice to support the development of a service plan, led by AHS, which will provide strategic direction for EMS over the next five years. I have also directed the Health Quality Council of Alberta to develop a comprehensive set of performance measures that look at more aspects of the EMS system, including patient experience, practitioner experience, health outcomes, and value for money.

I understand you are familiar with AHS' 10-point plan, and I am pleased to share that the majority of the points are being implemented and are already showing results. AHS has implemented the first part of the Metro Response Plan, which is working to keep suburban ambulances in their home communities instead of using these ambulances to cover urban areas when call volumes are highest. This ensures that response to urgent events in suburban areas is swift and within response time targets. Since implementing these first steps in March, unit availability has been increasing in many communities, including Airdrie and Cochrane.

Thank you again for writing and for your advocacy on behalf of the City of Canmore. Please be assured that addressing EMS system pressures is a priority. Alberta's government is committed to ensuring that Albertans continue to get the safe, high-quality care they need.

Sincerely,



Jason Copping  
Minister of Health



July 15, 2022

Via Email  
lrp@skibanff.com

Banff Sunshine  
#1 Sunshine Village Access Road  
P.O. Box 1510  
Banff, Alberta T1L 1J5

Attention: Mr. Dave Riley, Chief Operating Officer / Senior Vice President

Dear Mr. Riley,

**RE: Sunshine Village Ski Area Long-Range Plan and Detailed impact Assessment**

I am writing with respect to a concern I have stemming from the proposed growth of operations at Sunshine Village Ski Area. It is my hope that as the process moves forward towards approval of this project that this concern is addressed in your planning. My concern is housing for new employees.

On June 7, 2022, Town of Canmore Council adopted the following motion unanimously:

*Moved by Mayor Krausert that, in light of Canmore being in a housing crisis due to the extreme shortage of income appropriate housing, which if not satisfactorily addressed will have severe adverse impacts on the nature and fabric of our community, the Town of Canmore calls upon the federal and provincial governments to provide support through land, policy, and/or funding to assist in addressing income appropriate housing.*

Development within Banff National Park, unless said development provides housing for its employees, naturally has an impact on housing in the Town of Canmore. For that reason, I would ask that your plan address how and where your employees will be accommodated. If the Town of Canmore is to be impacted, I would welcome a conversation about Banff Sunshine's plans for providing additional housing within the municipality.

Congratulations on your growth and success, and I hope you will commit to addressing this concern.

Best regards,



Sean Krausert  
Mayor, Town of Canmore

July 4, 2022

The Honourable Adriana LaGrange  
Minister of Education  
228 Legislature Building  
10800 - 97 Avenue  
Edmonton, AB, T5K 2B6

*sent via email: [education.minister@gov.ab.ca](mailto:education.minister@gov.ab.ca)*

Dear Honourable LaGrange,

**Re: École francophone Notre-Dame des Monts (Canmore)**

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I am writing to express my support for new infrastructure to accommodate the educational needs of Francophone students in the Bow Valley.

Having recently visited École Notre-Dame des Monts myself and met with the community, I can attest there is an urgent need for additional space to keep up with the rapidly growing Francophone population. If you have not had the opportunity to do so yet, I would encourage a site visit of the facility as their need will become readily apparent.

The local Francophone community is a strong asset and economic driving force in our community. I respectfully request that you consider the request from the FrancoSud school board a high priority.

Sincerely,



Mayor Sean Krausert  
Town of Canmore

*cc via email: Miranda Rosin, MLA For Banff-Kananaskis  
Marco Bergeron, FrancoSud Chair  
Daniel Therrien, FrancoSud Superintendent*



ALBERTA  
EDUCATION

*Office of the Minister*

JUL 19 2022

AR119068

His Worship Sean Krausert  
Mayor  
Town of Canmore  
902 - 7 Avenue  
Canmore AB T1W 3K1

Dear Mayor Krausert:

Thank you for your July 4, 2022 letter regarding École Notre-Dame des Monts in Canmore.

Alberta's government is investing in education infrastructure so our students and teachers will benefit from state-of-the-art learning spaces. The 2023-26 Capital Plan invests \$2 billion over three years to support 15 priority school projects announced in Budget 2022; continue work on all previously announced school projects; maintain existing schools; and support the continued implementation of the modular program to address the most urgent needs for additional space across the province. These projects will support enrolment growth in communities that continue to see population growth, preserve and modernize existing facilities, create jobs and revitalize communities across the province.

Each year, school jurisdictions submit their three-year capital plans to Alberta Education. The department reviews the capital plan submissions and develops a capital submission for government consideration. As a part of this process, Alberta Education analyzes, evaluates and prioritizes submissions and recommends the highest needs projects across the province. Projects are assessed on a number of criteria, including health and safety needs, enrolment pressures, building condition pressures and functionality requirements of the facilities.

Having the support of the local municipality is a crucial factor in the success of any capital project. Capital project submissions cannot be approved unless there is a suitable site available for the project. Please ensure newly subdivided lands have available school reserve lands to allow for new schools to be approved.

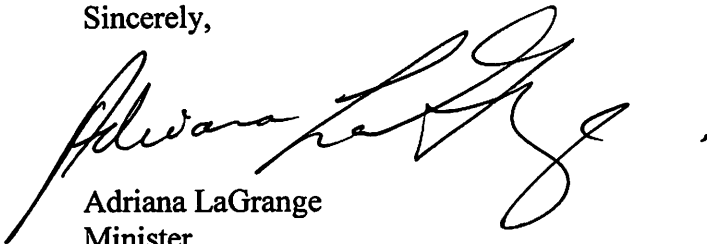
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His Worship Sean Krausert  
Page Two

I note that a new Kindergarten to Grade 6 and Grade 7 to 12 school complex in Canmore is the Conseil scolaire FrancoSud's number two priority in its most recent capital plan submission. I encourage the Town of Canmore to pursue, as part of your Joint Use and Planning Agreement, work with the Conseil scolaire FrancoSud in the development of its capital plan, as well as with all local school authorities.

I look forward to reviewing Conseil scolaire FrancoSud's capital priorities for consideration as part of the annual budget process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Adriana LaGrange', with a large, stylized flourish at the end.

Adriana LaGrange  
Minister

cc: Miranda Rosin  
MLA, Banff-Kananaskis

Royal Canadian Mounted Police

Commanding Officer  
Alberta



Gendarmerie royale du Canada

Commandant  
de l'Alberta

August 30, 2022

To all local Alberta government and community leaders:

Over the past weeks, there has been extensive news coverage regarding the independent inquiry created to examine the April 2020 mass casualty in Nova Scotia. Many different testimonies have been heard to date, and the commission will continue its work in to the coming month. While much debate takes place on public platforms and in the media across the county, it is important to me to assure you the first priority of the Alberta RCMP is, and will always be, without exception, public safety. The communities and citizens you represent can be confident and trust in the police services provided by the Alberta RCMP.

Each Alberta police officer has mandatory advanced training to respond to significant events in the first instance. Additionally, each frontline Alberta RCMP officer is provided supplementary training on managing dynamic critical incidents. Detachments have local protocols in place that are reviewed and updated regularly, ensuring specific community needs are addressed within the management of critical incidents.

In Alberta, we are well positioned to escalate our response should circumstances require it. Our critical incident response includes highly skilled, specialized teams trained in both rural and urban settings, prepared to rapidly deploy anywhere in the province. This response includes our Division Emergency Operations Center, Emergency Response Teams, Special Tactical Operations Team, Air Services and Police Dog Services, to name a few. We have implemented the latest technology available to enable situational awareness when managing public safety events and have invested in equipment such as Unmanned Aerial Vehicles and surveillance platforms to enhance our response.

The Alberta RCMP has strong working relationships with the municipal police services in Alberta. We undertake joint investigations and have engaged in a number of joint operations. Our specialized critical incident teams often train together, and we have developed our systems to enable the ability to share our situational awareness tools with other police agencies during public safety events. Interoperability and cooperation is a priority for the Alberta RCMP and it remains an important part of policing in the province.

Any time an incident occurs in Alberta RCMP jurisdiction we undertake a review, assessing our response and actions, implementing best practices and addressing lessons learned. We also review findings from inquiries, inquests and major events in the province, country and internationally to evaluate our readiness to respond to similar situations and to consider recommendations from lessons learned in those events. This continuous evaluation has resulted in the adaptation of training and implementation of processes, technology and equipment to better position us to respond to dynamic incidents.

As an example, the Alberta RCMP has had senior police officers assigned to our dispatch center to oversee and provide guidance on public safety events. Investment through the Police Funding Model has afforded us an opportunity to expand this response by establishing an Alberta RCMP Real Time Operations Center (RTOC). The RTOC will provide active monitoring of events throughout the province, determine and coordinate the



appropriate resources needed, and enhance communications both internally and with the public. In addition to senior police officers, the RTOC will be staffed with criminal analysts, communications strategists and other resources to assist frontline police officers in identifying appropriate local or regional support.

In early 2020, the Alberta RCMP recognized the need for a police-initiated public alert system, specifically designed to address public safety events such as an active shooter. We approached the Ministry of Justice and Solicitor General, who is responsible for the Alberta Emergency Alert System, proposing the development of this system. Working with the ministry and other police services in Alberta, the Police-Initiated Public Alert system was developed and has been implemented. This system has been used by the Alberta RCMP since it became operational, allowing for immediate notification of residents in a localized area.

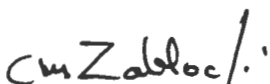
Public safety needs, along with new and emerging threats and crime trends, call for police services to evolve and adapt to address those challenges. My management team and I meet regularly with representatives from the Ministry of Justice and Solicitor General to articulate our need for resources, technology and equipment, ensuring our service is equipped to respond to public safety events. Our team routinely updates the ministry with respect to operational and administrative matters, as required and when appropriate.

It is the responsibility of my leadership team and I to ensure your community leadership, as well as your citizens, know the policing services in their jurisdiction are prepared, modern, flexible and ready to respond to any critical event they may face. I encourage you to reach out to your local detachment commanders to discuss critical response, or any other policing concerns, directly. They are your local Chiefs of Police and I know they will be happy to hear from community leaders and citizens alike.

You may also reach out to me directly at 780-412-5444 or [Curtis.zablocki@rcmp-grc.gc.ca](mailto:Curtis.zablocki@rcmp-grc.gc.ca). I am always happy to hear from community leaders.

Thank you for your continued support. We are proud to serve as your provincial and municipal police service.

Yours truly,



C. M. (Curtis) Zablocki/M.O.M.  
Deputy Commissioner  
Commanding Officer Alberta RCMP

11140 - 109 Street  
Edmonton, AB T5G 2T4

Telephone: 780-412-5444  
Fax: 780-412-5445

August 31, 2022

Attention: Bill Snow  
Stoney Nakoda Administration  
PO Box 40  
40 Morley, Road  
Mini Thni, AB  
TOL 1N0

*sent via email: [bills@stoney-nation.com](mailto:bills@stoney-nation.com)*

Aba Wathtech,

**RE: Appropriateness of Indigenous Place Names**

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The renaming of two locations within the Town of Canmore boundaries, Teepee Town and Indian Flats, has been raised by multiple staff and community members with the question of whether these names are appropriate. At the recent Stoney Nakoda Cultural Awareness Training in June 2022, you helped us understand the significant workload and minimal staff capacity that the Stoney consultation office is faced with. This allowed us to appreciate that the renaming of these areas is not a priority at this time.

On August 16, 2022, administration brought a report to Canmore Council to formalize our interest in working with the Stoney Nakoda Nation in renaming these areas when timing and staff capacity is appropriate to engage with us. We acknowledge that there have been several ad hoc conversations on this topic, and we wish to make our interest in collaborating with the Stoney Nakoda Nation on this subject official. By formalizing our interest in properly engaging with you to undertake the appropriate process for renaming, we hope to avoid further ad hoc requests, as we understand that these only add to the workload of the consultation office. We will wait for the Stoney Nakoda staff to contact us if and when the renaming of these areas is a priority. The Town of Canmore will be pleased to work with you on a renaming process for these places when the time is right. Please contact me at any time.

Sincerely,



Dr. Sally Caudill  
Chief Administrative Officer

*cc by email: Su-hin Chee, CEO Stoney Tribal Administration  
Chief Darcy Dixon, Bearspaw First Nation  
Rob Shotclose, CEO Bearspaw First Nation  
Chief Aaron Young, Chiniki First Nation  
Brian Evans, CEO Chiniki First Nation  
Chief Clifford Poucette, Goodstoney First Nation  
Ray Greenwood, Goodstoney First Nation  
Mayor Sean Krausert  
Whitney Smithers, GM of Municipal Infrastructure*