

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

Times are estimates only.

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

- 9:00 – 9:05
- A. CALL TO ORDER AND APPROVAL OF AGENDA**
    - 1. Land Acknowledgement
    - 2. Agenda for the September 13, 2022 Special Meeting of Council
  - B. PUBLIC HEARINGS – None**
  - C. DELEGATIONS – None**
  - D. APPROVAL OF MINUTES – None**
  - E. BUSINESS ARISING FROM THE MINUTES – None**
  - F. UNFINISHED BUSINESS – None**
  - G. BYLAW APPROVAL – None**
  - H. NEW BUSINESS**
    - 1. **Canadian Rockies Public School Board Land Transfer**
      - Recommendations:
        - 1. By resolution, authorize an exception to the Town’s Land Transaction Policy for the transfer of the land parcel legally described as 1095F;OT to the Canadian Rockies Public Schools Board on the condition that agreement can be reached between Canadian Rockies Public Schools, the Town of Canmore and Canmore Community Housing on the number of units to be purchased for a residency program; and
        - 2. Direct Administration to report back to provide information on the Canmore Community Housing residency program prior to the transfer being executed.
  - I. REPORTS FROM ADMINISTRATION – None**
  - J. NOTICES OF MOTION – None**
  - K. IN CAMERA – None**
- 9:05 – 10:00
- L. ADJOURNMENT**
- 10:00



# Request for Decision

**DATE OF MEETING:** September 13, 2022 **Agenda #:** H-1

**TO:** Council

**SUBJECT:** Canadian Rockies Public School Board Land Transfer

**SUBMITTED BY:** Whitney Smithers, GM of Municipal Infrastructure

**RECOMMENDATION:** That Council:

1. By resolution, authorize an exception to the Town's Land Transaction Policy for the transfer of the land parcel legally described as 1095F;OT to the Canadian Rockies Public Schools Board on the condition that agreement can be reached between Canadian Rockies Public Schools, the Town of Canmore and Canmore Community Housing on the number of units to be purchased for a residency program; and
2. Direct Administration to report back to provide information on the Canmore Community Housing residency program prior to the transfer being executed.

## EXECUTIVE SUMMARY

This report outlines the proposal from Canadian Rockies Public Schools Board to address Council's interest in their South Canmore lands being made available for employee housing, income appropriate housing, and the potential for residency requirements.

## RELEVANT COUNCIL DIRECTION, POLICY, OR BYLAWS

On June 27, 2017, Council approved the Land Transactions Policy EX-007.

On March 1, 2022, Council gave three readings to the Canadian Rockies Public Schools Board (CRPS) Lawrence Grassi Middle School Area Redevelopment Plan (ARP).

## DISCUSSION

The Lawrence Grassi Middle School Area Redevelopment Plan includes provision of 20 residential units to be part of the Canmore Community Housing program; and 20 units of purpose-built employee housing units for employees of the Canadian Rockies Public Schools. The housing provisions in the ARP leave several details to be determined. The Goals (section 3.2) and General Policies (section 5.1.3) refer to employee housing in a general sense, while the Land Use Concept (section 4.1.2) and the Housing Policies (section 5.3) imply housing for school staff. The ARP also references local residents under the goal of housing diversity (section 3.2) but prescribes no mechanisms to enable access to market housing by this demographic.

During Council deliberations on the ARP, there was a clear theme related to affordability in the broader community beyond CRPS employees; and a lack of housing options for local residents, as market housing is often purchased as a non-primary residence.

The Town of Canmore owns a 742.78 square metre strip of land bisecting the southern portion of the site, from 6<sup>th</sup> to 7<sup>th</sup> Avenue. Prior to development of the lands as envisioned in the ARP, CRPS must acquire the land from the Town. Section 4.1.2 of the ARP provides that: “the Town owns the closed lane parcel (shown on Map 2) which will be transferred to the developer in exchange for affordable housing policies and multi-use pathway connections through the site”. The Town parcel is a titled parcel, not a road allowance or municipal reserve, meaning that there will be no new bylaws or public hearings required to complete a transfer.

Council’s Land Transaction Policy states that municipal land must be disposed of through a competitive process open to any person willing to purchase the land. However, Council may, by resolution, approve an exception to this requirement if it determines the transfer provides a clear community benefit.

CRPS has been in discussion with Town administration on mechanisms to address the concerns articulated by Council and the consideration to be provided in exchange for a transfer of the Town parcel. CRPS is a valued partner in the Canmore community, and there is significant appreciation for the long-standing benefit they provide to the community. CRPS recognizes their unique position to assist the Town in continuing to address the housing crisis faced in the community. To that end, administration and CRPS are proposing that a new residency program, administered by Canmore Community Housing (CCH), could address some of the interest expressed in ensuring a portion of the market housing units can be geared to full time Canmore residents. This program would operate in addition to the existing commitment of units to CCH’s affordable housing program and would solely focus on a residency requirement (there would no restriction on affordability). While the details of this program need to be developed, it is the position of administration that the use of such a program by CRPS would provide sufficient community benefit to merit an exception to Council’s Land Transaction Policy.

In terms of the planning policy work that continues after approval of the ARP, the next step in the process is for CRPS to submit a land use application to redesignate the lands within the plan area. While the land use application is being processed, Administration and CRPS will work with CCH to develop guidelines and/or policy for the residency program, and to determine a suitable number of market units that could participate in such a program. Once those details are developed, the program will be presented to Council. The land transfer will not be executed until a suitable agreement is reached for both the residency program and a suitable number of market units.

#### **ANALYSIS OF ALTERNATIVES**

Council could choose to not approve the land transfer. This would require CRPS to amend their ARP, to remove the Town land from the development footprint.

#### **FINANCIAL IMPACTS**

None.

#### **STAKEHOLDER ENGAGEMENT**

Administration has been in discussion with CRPS' agent to ensure CRPS is generally supportive of this approach. There have also been conversations with the CCH Board Chair and Executive Director so that they are aware of Council’s interest in establishing a residency program.

#### **ATTACHMENTS**

None.

**AUTHORIZATION**

Submitted by: Whitney Smithers  
General Manager Municipal  
Infrastructure

Date: September 1, 2022

Submitted by: Adam Driedzic  
Town Solicitor

Date: September 8, 2022

Approved by: Sally Caudill  
Chief Administrative Officer

Date: September 2, 2022