

## TOWN OF CANMORE

### AGENDA

Committee of the Whole

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

Tuesday, December 19, 2023 at 1:00 p.m.

- 1:00 – 1:05     **A. CALL TO ORDER AND APPROVAL OF AGENDA**
1. Land Acknowledgement
  2. Agenda for the December 19, 2023 Committee of the Whole Meeting
  3. Introduction of Manager of Community Social Development
- B. DELEGATIONS – none**
- C. MINUTES**
- 1:05             1. Minutes of the November 21, 2023 Committee of the Whole Meeting
- D. STAFF REPORTS**
- 1:05 – 1:35     1. **Affordable Service Program Update**  
                          Purpose: To provide Council with an update on the Affordable Services Program (ASP) enhancements that launched in May 2023 and with data and results related to the overall program.
- 1:35 – 2:05     2. **2023 Alberta Living Wage Network Report**  
                          Purpose: To update the Committee of the Whole on the 2023 Alberta Living Wage Report.
- 2:05 – 2:35     3. **Local Car Share Program Options Update**  
                          Purpose: To provide Council with a summary of the exploration of options for a local car share program in response to Resolution 57-2022FIN.
- E. COUNCILLOR UPDATES**
- 2:35 – 2:50     1. **December 2023 Councillor Updates**
- F. ADMINISTRATIVE UPDATE**
- 2:50 – 3:05     1. **December 2023 Administrative Update**
- G. COUNCIL RESOLUTION ACTION LIST**
- 3:05 – 3:10     1. **Council Resolution Action List as of December 13, 2023**
- 3:10             **H. CORRESPONDENCE**
1. **To Premier and Ministers Requesting Exclusion of Housing Projects from Municipal Debt Limits**
  2. **From Albert Public Safety and Emergency Services Announcing Freeze Extension for Automated Traffic Enforcement**
  3. **To Ministry of Forestry and Parks Requesting Completion of the Bow Valley Wildfire and Vegetation Management Plan**
- I. IN CAMERA – none**
- 3:10             **J. ADJOURNMENT**



**TOWN OF CANMORE**  
**MINUTES**  
Committee of the Whole  
Council Chambers at the Civic Centre, 902 – 7 Avenue  
**Tuesday, November 21, 2023 at 1:00 p.m.**

**COUNCIL MEMBERS PRESENT**

Sean Krausert	Mayor
Karen Marra	Deputy Mayor
Tanya Foubert	Councillor
Wade Graham	Councillor
Jeff Hilstad	Councillor
Jeff Mah	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
Cheryl Hyde	Manager, Municipal Clerk’s Office
Caitlin Van Gaal	Environmental and Sustainability Coordinator
Elle West	Community Evaluator
Adam Driedzic	Town Solicitor

Mayor Krausert called the November 21, 2023 Committee of the Whole meeting to order at 1:00 p.m.

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

- 1. **Land Acknowledgement**
- 2. **Agenda for the November 21, 2023 Committee of the Whole Meeting**

27-2023COW Moved by Mayor Krausert that the Committee of the Whole approve the agenda for the November 21, 2023 meeting as presented.

**CARRIED UNANIMOUSLY**

**B. DELEGATIONS**

- 1. **Biosphere Institute of the Bow Valley – Annual Report**  
Gareth Thomson, Executive Director of the Biosphere Institute of the Bow Valley, spoke to a written presentation updating the Committee of the Whole on current programming.

**C. MINUTES**

28-2023COW

**1. Minutes of the October 17, 2023 Committee of the Whole Meeting**

Moved by Mayor Krausert that the Committee of the Whole approve the minutes of the October 17, 2023 meeting as presented.

**CARRIED UNANIMOUSLY**

**D. STAFF REPORTS**

**1. 2023 Bow Valley Housing and Service Needs Estimation Report**

Sachiho Miller, Advocacy and Outreach Councillor for the Banff YWCA and Chair of the Homeless to Housing Coalition, and administration spoke to a written report updating the Committee of the Whole on the results of the 2023 Housing and Service Needs Estimation Project.

**Meeting break 1:47 – 1:55**

**2. Financing Resilient Infrastructure Project**

Administration spoke to a written report updating the Committee of the Whole on the Financing Resilient Infrastructure Project (FRIP).

**E. COUNCILLOR UPDATES**

**1. November 2023 Councillor Updates**

Written report, received as information.

**F. ADMINISTRATIVE UPDATE**

**1. November 2023 Administrative Update**

Written report, received as information.

**G. COUNCIL RESOLUTION ACTION LIST**

**1. Council Resolution Action List as of November 15, 2023**

Written report, received as information.

**H. CORRESPONDENCE**

**1. Alberta Ability Network (AAN) – Ice and Snow Removal Request Letter**

**I. IN CAMERA**

29-2023COW

**1. Personnel Matter (verbal report)**

Moved by Mayor Krausert that the Committee of the Whole take the meeting in camera at 2:19 to prevent disclosure of personal information in accordance with section 17(4)(g) of the Freedom of Information and Protection of Privacy Act.

**CARRIED UNANIMOUSLY**

Shari-Anne Doolaage and Kari Hass, Sage Analytics, were present at the closed session.

Administration present: Sally Caudill and Adam Driedzic.

30-2023COW

Moved by Mayor Krausert that the Committee of the Whole return to the public meeting at 3:25 p.m.

**CARRIED UNANIMOUSLY**

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

**J. ADJOURNMENT**

31-2023COW

Moved by Mayor Krausert that the Committee of the Whole adjourn the November 21, 2023 committee of the whole meeting at 3:25 p.m.

**CARRIED UNANIMOUSLY**

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Sean Krausert, Mayor

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Cheryl Hyde  
Manager, Municipal Clerk's Office

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



# Briefing

**DATE OF MEETING:** December 19, 2023 **Agenda #:** D-1

**TO:** Committee of the Whole

**SUBJECT:** Affordable Services Program Update

**SUBMITTED BY:** Tara Gilchrist, Family and Community Support Services Supervisor

**PURPOSE:** To provide Council with an update on the Affordable Services Program (ASP) enhancements that launched in May 2023 and with data and results related to the overall program.

## EXECUTIVE SUMMARY

The Affordable Services Program has been one of the Town of Canmore's ongoing affordability initiatives since 2017. With recent program enhancements and expanded eligibility criteria, data suggests that the program revisions have positively impacted community livability for program participants.

## BACKGROUND/HISTORY

On October 18, 2016, Council supported Affordable Services Program development following a conceptual presentation from Recreation and Community Social Development (CSD) about coordination of programs and services to increase affordability and access to programs/services.

In the 2017-2018 Council Business Plan, CSD was directed to develop a phased-in plan to enhance community affordability.

In March 2017 Family and Community Support Services (FCSS) launched the ASP pilot and spent the subsequent six months learning and adjusting the ASP to maximize impact and ensure it was reaching the intended outcomes. Official launch occurred September 2017.

In December 2022, Council approved the 2023-2024 budget which included funds to support the implementation of Affordable Service Program enhancements.

## DISCUSSION

### Enhancement Summary and Revised Program Launch:

The enhancements made to the Affordable Services Program include the addition of Tier 2 income thresholds, income levels that reflect the number of individuals in the family and the invitation for businesses/community organizations to begin providing benefits for Affordable Services Program participants. Income eligibility was the segment of the ASP most impacted by the enhancements.

**Pre-enhancement Income Thresholds**

<b>Participant</b>	<b>Income</b>
Individual	\$33,977
Family (2 or more)	\$67,953

**2023 Enhanced Income Thresholds and Tiers**

<b>Family Size</b>	<b>Tier 1 Income</b>	<b>Tier 2 Income</b>
1 (individual)	\$35,846	\$52,950
2 (no kids)	\$53,904	\$67,953
2 (including one child)	\$71,962	\$89,485
3	\$77,257	\$94,901
4	\$82,552	\$96,369
5	\$87,847	\$100,000

The launch of the Tier 2 income thresholds occurred on May 1<sup>st</sup>. There was little uptake through the summer months, with a marked increase this fall after the program was promoted in school newsletters. There are currently 60 Tier 2 approved applicants representing 112 people in the community. With word of mouth, Elevation Place referral and ongoing promotion, the number of participants is anticipated to continue to grow. Based on 2021 census data, there is potential to approve approximately 100 additional Tier 2 applicants.

The addition of income consideration based on family size has allowed 10 additional families to access Tier 1 supports and six families to access Tier 2 supports.

The business/community organization partnership enhancement to the Affordable Services Program launched in July. The partnership opportunity encourages businesses/community organizations to identify their desire to participate and to identify what discount or offer they will provide to Affordable Services Program participants. Since launch, 10 new partners for a total of 21 are providing support to Affordable Services program participants. The new partnerships have been established with organizations offering a variety of programs and services, examples include fitness and wellness providers, arts and entertainment organizations, restaurants, and local retailers.

Participation and Service Utilization

FCSS gathers utilization data through participant self-reporting, which is included later in this briefing. There are two Town of Canmore services worth noting in relation to the Tier 2 program enhancements.

The most highly accessed support of the Affordable Services Program is membership at Elevation Place (EP). Tier 2 participants receive a 35% discount while Tier 1 participants receive a 67% discount. Recreation has been tracking the impact of the introduction of Tier 2 on membership sales. 40 Tier 2 participants have accessed EP membership during the first six months of the enhanced program, 29 applicants are new members of Elevation Place, while 11 Tier 2 participants moved from full price membership to Tier 2 membership. Assuming each of the 11 applicants that moved from a full price membership were paying for an individual membership, the inclusion of Tier 2 participants nets approximately \$1,300.00/month in

membership fees. Tier 2 participants have purchased five monthly passes, and seven ten-ride passes between May 1 and September 30 for regional ROAM.

Upon verification of eligibility for the Affordable Services Program participants are given a card that is valid for one year. The demographic data in the remainder of this briefing is inclusive of all active participants on November 15, 2023.

	# of applicants	# of people	# of dual parent families	# of single parent families	# of individuals/couples
<b>Tier 1</b>	457	753	62	55	340
<b>Tier 2</b>	60	112	11	6	43
<b>Total</b>	<b>517</b>	<b>865</b>	<b>73</b>	<b>61</b>	<b>383</b>

Canadian citizens make up the majority of participants in the program with approximately 60% of participants while Permanent Residents and those with Closed Work permits represent 20% respectively.

It is interesting to note that almost 70% of participants have been living in Canmore less than five years, 13% between 6 and 14 years and 15 years or longer representing 17%.

When participants are onboarded to the Affordable Services Program, they participate in a 15 – 20-minute conversation with a member of the FCSS staff team. This meeting is intended to ensure the participants know the services available and how to access them through the Affordable Services Program, to identify additional supports in the community that could also have a positive impact on affordability, to assess any additional needs and make referrals for support (if appropriate).

The data outlined below was collected in the 4<sup>th</sup> quarter of 2023, by program participants when they come in to renew their Affordable Service Program eligibility. Participants are asked to complete a short questionnaire indicating which Affordable Services Program benefits as well as other services that are available to anyone in the community, they utilized in the last year and to respond to two outcome questions. It is important to note that this data does not reflect the new business/community organization partners which will be included in the next data collection cycle in 2024.

The usage rates for Affordable Services programs were:

- 97% Elevation Place membership
- 53% artsPlace
- 47% ROAM (local and regional)
- 43% FCSS services (i.e., Volunteer Income Tax Program and Solution Focused Counselling)
- 37% Canmore Eagles tickets

The top usage for recommended community offering:

- 53% Canmore library
- 43% Food Recovery Barn
- 30% KidSport
- 30% Food and Friends community dinner
- 27% Job Resource Centre

To measure program outcomes, participants are asked to rate their level of agreement with two statements:

- As a result of the Affordable Services Program, I feel better about my ability to get by financially on my monthly income. 100% of respondents indicated that they agreed or strongly agreed with this statement.
- As a result of the Affordable Services Program, I have met/reconnected/formed relationships with people in my community. 93% of respondents agreed or strongly agreed with this statement while 7% disagreed.

These same two questions have been asked since the program’s inception, in 2021 the percentage of program participants reporting positive impact was decreasing and a contributing factor to provide enhancements to the Affordable Service Program.

Outcome	2018	2021	2023
Get by on monthly income	99%	90%	100%
Connected relationships	91%	84%	93%
Number of Survey Respondents	24	42	30

The data collected in 2023 shows a rebound in the percentage of the participants indicating positive change. This early data indicates that the Affordable Services Program and the recent enhancements are improving outcomes for program participants.

Next Steps

Knowing that housing and food are the two largest expenses impacting people’s affordability, FCSS will work on creating a process for approaching businesses, such as grocery suppliers, to join the program.

Administration will also continue to monitor outcome and utilization data to identify if any program adjustments are warranted as well as promote the program on an ongoing basis.

**FINANCIAL IMPACTS N/A**

**STAKEHOLDER ENGAGEMENT N/A**

**ATTACHMENTS**

None.

**AUTHORIZATION**

Submitted by: Tara Gilchrist  
 FCSS Supervisor Date: November 23, 2023

Approved by: Scott McKay  
 General Manager of Municipal Services Date: November 29, 2023

Approved by: Sally Caudill  
 Chief Administrative Officer Date: December 11, 2023





# Briefing

**DATE OF MEETING:** November 21, 2023 **Agenda #:** D-2

**To:** Committee of the Whole

**SUBJECT:** 2023 Alberta Living Wage Network Report

**SUBMITTED BY:** Elle West

**PURPOSE:** To update the Committee of the Whole on the 2023 Alberta Living Wage Report.

## EXECUTIVE SUMMARY

The living wage is a measure of affordability calculated by the Alberta Living Wage Network for participating communities. The attached 2023 report from the Alberta Living Wage Network provides an overview of how systems and supports from varying levels of government, non-profit organizations, and employers can work together to create an affordable community. The living wage is not intended to serve as a directive as to what employers should pay employees; rather, the calculation serves to indicate how indirect wage supports—such as employee benefits, training opportunities, meal plans, etc.—can lower the living wage number for employees.

The 2023 Alberta Living Wage Network report reinforces that Canmore has a high cost of living; something that Council recognizes in its strategic priority of livability. The report produced by the Alberta Living Wage Network provides context to the conversation about affordability in the community and highlights how actions undertaken by the Town of Canmore have positively impacted the living wage number.

## BACKGROUND/HISTORY

Canmore's living wage calculation began in 2015 as a report compiled by a consultant who also completed a report for 2017. In 2019, the Alberta Living Wage Network was created by a group of representatives from different municipalities including Canmore. Beginning in 2020, the Living Wage Network took over completing all reports for participating communities.

There are over 15 municipalities in Alberta who are members of the network. New communities that have joined the network in 2023 include Brooks and Jasper. The number of certified living wage employers in Alberta has grown to over 100.

Other Canadian living wage campaigns include the Living Wage for Families B.C., the Ontario Living Wage Network, the Canadian Centre for Policy Alternatives' Saskatchewan Office, and the Canadian Centre for Policy Alternatives' Nova Scotia office.

## DISCUSSION

### About the Indicator:

The Alberta Living Wage Network calculates the hourly rate of pay an individual needs to earn in order to maintain a modest standard of living once government transfers have been added and taxes have been subtracted. The calculation assumes that each adult works 35 hours per week, and three different household scenarios are considered: a two-parent family with two young children, a single-parent family with one young child, and a single individual. Prior to 2022, the living wage calculation was based on only one household experience (a family of four). The current methodology is consistent with the Ontario Living Wage Network, which uses a single weighted average based on how many of each household types there are in the province; wages are averaged because they should not be based on family composition or lifestyle.

The living wage calculation is one of many affordability indicators available to municipalities. Employers, employees, non-profit organizations, and governments of all levels can use this indicator to better understand the different factors that contribute to livability and affordability when making decisions about which programs, services and benefits may have the biggest impact on lowering the living wage. While the living wage indicator identifies an income level that, if earned, ought to allow a household to maintain a modest standard of living within a community, the indicator is made up of assumptions that may or may not apply to a household. For this reason, the living wage is not intended to provide direction on wages.

### **Benefits of Participating in the Alberta Living Wage Network Calculation:**

- The calculation details the costs associated with multiple livability factors and human needs (e.g., food, shelter, etc.), whereas other affordability measures often focus on a single factor or may simply indicate a threshold limit (e.g., poverty line).
- The calculation can be used by a variety of stakeholders (employers, employees, non-profit organizations, and governments) to discuss and consider how they can positively contribute to affordability; other measures are often only effective in informing government programs.
- Network members have access to the calculator and can use it to measure the effects of different benefit programs and services and see how these opportunities could have a positive financial impact.

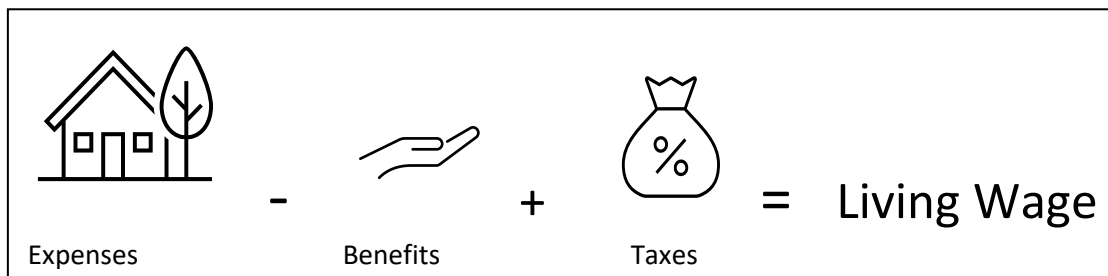
### **Challenges with Participating in the Alberta Living Wage Network Calculation:**

- The calculation is frequently misunderstood by employers and employees who see the living wage as a salary directive.
- Community-specific assumptions are necessary when calculating the living wage, which limits the effectiveness of cross-community comparisons.
- The evolving calculation methods for the living wage since Canmore's first assessment in 2015 have previously hindered year-over-year comparisons of Canmore's numbers.
- In previous years, a living wage calculator was made available to the public; however, the calculator is now only available to members of the network, as the calculation is designed to be a community indicator, not an individual one.

**Canmore’s Calculation and Analysis**

The 2023 indicator wage (hourly) for Canmore is \$38.80. This is calculated by combining a weighted average of the calculations for a two parent, two income family (\$39.69), a single parent family (\$49.38) and a single individual (\$35.19). This year’s calculation of \$38.80 per hour is an increase of \$6.05 from last year’s calculation of \$32.75 per hour.

Each household scenario calculation is a result of totaling all living expenses (food, clothing, shelter, etc.), reducing these expenses by the total government benefits available (childcare subsidy, climate action incentive, Alberta affordability payments, etc.), and adding the total taxes required. (See attached report from the Albert Living Wage Network for more details on the methodology and calculations.)



We can compare this year’s calculation to last year’s (as the methodology is the same) and see that expenses increased this year for all three household scenarios:

Living Expenses	2022	2023
Family of four	\$113,006	\$123,798
Lone parent	\$71,074	\$75,059
Single individual	\$42,260	\$50,046

The most significant factor causing this increase in living expenses is the cost of shelter. The living wage calculation assumes that a family of four would rent a three bedroom unit, a lone parent would rent a two bedroom unit, and single individual would rent a one bedroom unit. Average rental listing prices are compiled by Canmore Community Housing, and the cost of renter’s insurance and electricity are added to these prices. The average cost for shelter for all three households increased by 26% over the past year.

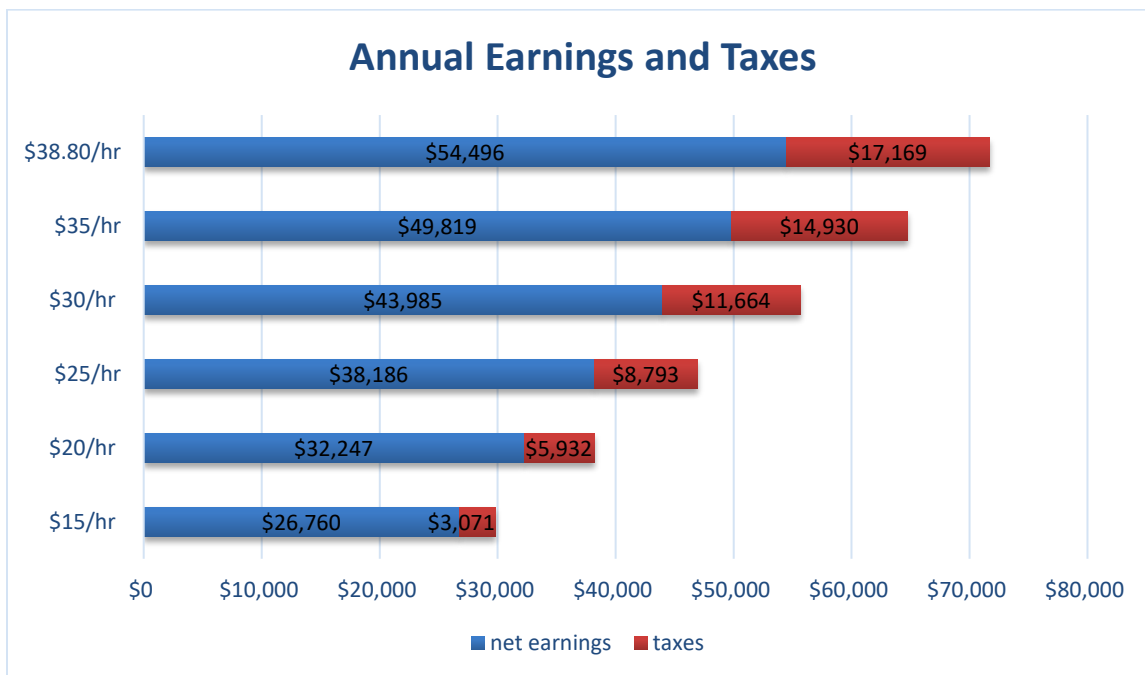
Shelter Costs	2022	2023	Increase
Family of four	\$43,692	\$56,253	28.75%
Lone parent	\$31, 855	\$37,657	18.21%
Single individual	\$23,653	\$31,166	31.76%

Government benefits created downward pressure on the living wage numbers, and these benefits impacted families more than the single individual, which is why we see a more significant increase in the single individual calculation this year, compared to the other two households. For example, the Alberta Affordability payments were provided to families with children, resulting in a \$1,200 benefit to the family of four, a \$600 to the lone parent, and \$0 to the single individual.

Total Government Benefits in 2023	
Family of four	\$16,197
Lone parent	\$6,815
Single individual	\$1,104

Some of these government benefits are temporary, including the Alberta Affordability payments and the Fuel Tax Relief Program, and may not reoccur in future years.

Canmore’s high cost of living compounds the issue of a living wage, for example: the calculation for Canmore’s living wage is higher than the eligibility cut off for some government benefits, such as the Alberta Child and Family Benefit. Someone earning a living wage in Canmore pays more taxes and receive less benefits than someone earning a living wage in any other community in Alberta. The table below shows an employee’s net annual earnings and taxes paid based on their hourly wage.



Employers in Canmore would also face challenges as the amount of CPP and EI required on behalf of their staff would be significantly higher than employers in any other community would need to pay to ensure a

Living Wage for their staff. Higher wages result in a cost for both employees and employers. Lowering expenses can be a more cost effective and efficient way to impact the living wage.

Prior to the 2023 Alberta Living Wage being released, it was already clear that Canmore had a high cost of living. While the Living Wage program provides context to the affordability concerns that are the reality of so many in our community, it can also be used to measure the impact that various government, employer and community programs have on the cost of living. The table below outlines municipal actions and programs, benefits that some employers provide, as well how community programs impact the living wage calculation.

**Summary – Key Living Wage Contributors and Offsetting Programs:**

Contributor	Details	Action being taken by Town of Canmore	Action employers can take	Community programs
<b>Shelter</b>	Includes rent, electricity, and tenant insurance.  Shelter costs in Canmore have increased by an average of 26% in the last year.	<ul style="list-style-type: none"> <li>• Housing Accelerator Fund Action Plan</li> <li>• Palliser Area Structure Plan</li> <li>• Livability Task Force</li> <li>• Canmore Community Housing</li> </ul>	Provide the option of staff housing	Bow Valley Regional Housing
<p>Using current rental rates for Canmore Community Housing’s “Hector” at Palliser Village would reduce shelter costs significantly.                      For a family of four, the shelter costs would be reduced from \$56,253 to \$24,741                      For a lone parent the shelter costs would be reduced from \$37,657 to \$21,916                      For a single individual the shelter costs would be reduced from \$31,166 to \$16,718</p> <p>The resulting calculations would be \$23.35 for a family of four, \$31.40 for a lone parent, and \$21.95 for a single individual.</p> <p>The final living wage calculation would be \$23.44.                      This is a total reduction of \$15.36 per hour.</p>				
<p>Using a staff accommodation cost of \$530 per month would reduce the annual shelter costs for a single individual from \$31,166 to \$6,360.                      (No staff accommodation for families)</p> <p>The resulting calculation would be \$22.08 for a single individual.                      This is a reduction of \$13.10 per hour.</p>				

Contributor	Details	Action being taken by Town of Canmore	Action employers can take	Community programs
<b>Food</b>	Food costs in Canmore are the second highest of all other Alberta communities in the Living Wage network.		Offer employee meals or discounts on meals	<ul style="list-style-type: none"> <li>• St. Michael’s Food and Friends</li> <li>• Bow Valley Food Bank</li> <li>• Canmore Food Recovery Barn</li> <li>• Bow Valley Good Food Box</li> </ul>
<p>If a complimentary staff meal was provided to employees once a day, 5 days per week, the annual cost of food would decrease:                      From \$16,098 to \$13,736 for a family of four (both adults receiving staff meals)                      From \$8,227 to \$7,046 for a lone parent                      From \$4,974 to \$3,793 for a single individual</p> <p>The resulting calculations would be \$38.53 for a family of four, \$47.13 for a lone parent, and \$33.32 for a single individual.</p> <p>The final living wage calculation would be \$37.33                      This is a reduction of \$1.47 per hour.</p>				
Contributor	Details	Action being taken by Town of Canmore	Action employers can take	Community programs
<b>Clothing and Footwear</b>	Based on Statistics Canada’s Survey of Household Spending (SHS)		Consider offering staff discounts on instore merchandise or partnerships with other businesses.	Clothing swaps at the library and other local agencies.
<b>Transportation</b>	Transportation costs have increased 15% over last year.	Free local transportation through Roam Transit		
<p>Canmore has the lowest transportation costs of all participating Living Wage communities in Alberta. The largest contributing factor to this is the free local transportation available in Canmore through Roam Transit.</p>				
<b>Childcare</b>	Based on average costs of local childcare providers	Reduced rate lease to Canmore Community Daycare Society		

Contributor	Details	Action being taken by Town of Canmore	Action employers can take	Community programs
<b>Healthcare</b>	Based on health insurance with Blue Cross, life insurance, and critical illness insurance.	Provides healthcare benefits to permanent staff.	Provide group benefits, such as health, dental, and prescription drug coverage, life insurance and critical illness insurance.	
<p>If an employer provided healthcare benefits, life insurance, and critical illness insurance to employees, this would eliminate the need for employees to purchase separate insurance. The annual cost of health care would decrease:                      From \$3,586 to \$0 for a family of four                      From \$1,939 to \$0 for a lone parent                      From \$1,410 to \$0 for a single individual</p> <p>The resulting calculations would be \$38.25 for a family of four, \$47.25 for a lone parent, and \$33.93 for a single individual.</p> <p>The final living wage calculation would be \$37.40                      This is a reduction of \$1.40 per hour.</p>				
Contributor	Details	Action being taken by Town of Canmore	Action employers can take	Community programs
<b>Tuition</b>	Based on 2 courses per year at Athabasca University		Offer professional development opportunities/bursaries for staff	
<p>If an employer provided professional development opportunities to an employee, at the same value as two university courses per year, the annual tuition costs would decrease from \$1,812 to \$0 for all households. (Current tuition amounts assume only one adult from each household attends university.)</p> <p>The resulting calculations would be \$39.06 for a family of four, \$48.18 for a lone parent, and \$33.97 for a single individual.</p> <p>The final living wage calculation would be \$37.95                      This is reduction of \$0.85 per hour.</p>				

Contributor	Details	Action being taken by Town of Canmore	Action employers can take	Community programs
<b>Community Participation/ Social Inclusion</b>	“Other household expenses” This includes personal care, furniture, telephone services, and entertainment, sports, and recreation.	<ul style="list-style-type: none"> <li>• Affordable Services Program through FCSS (recently increased eligibility threshold and second tier added)</li> <li>• Neighbourhood Connector trailer through FCSS</li> <li>• Free family programs through FCC (Babies and Blankets, Toys Together etc.)</li> <li>• Cycling Without Age (through FCSS)</li> <li>• Free events – Canada Day, New Year’s Eve, Truth and Reconciliation day Round Dance, Canmore Winter Carnival, Indigenous People’s Day</li> <li>• Elevation Place Toonie Tuesdays public swim</li> </ul>	<ul style="list-style-type: none"> <li>• Join the Affordable Services Program</li> <li>• Provide staff discounts for recreational opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• artsPlace</li> <li>• CYAN</li> <li>• Settlement Services</li> <li>• Canmore Senior’s Association</li> <li>• Library</li> <li>• YWCA</li> <li>• Kidsport</li> <li>• Jumpstart</li> </ul>

Affordability is a multifaceted issue, and wage is only a part of the solution. While the living wage can be used as an indicator of community affordability, continuing with a multi-pronged approach is necessary for Canmore to be a vibrant and affordable community.

#### **FINANCIAL IMPACTS**

The Town of Canmore pays an annual membership fee of \$1,250 to the Alberta Living Wage Network.

#### **STAKEHOLDER ENGAGEMENT**

Community Social Development (CSD) engaged with the Communications, Human Resources, and Economic Development.

#### **ATTACHMENTS**

- 1) 2023 Alberta Living Wage Report



**AUTHORIZATION**

Submitted by: Elle West  
Community Evaluator Date: November 2, 2023

Approved by: Palki Biswas  
Manager of Finance Date: November 3, 2023

Approved by: Scott McKay  
General Manager of Municipal Services Date: November 29, 2023

Approved by: Sally Caudill  
Chief Administrative Officer Date: December 11, 2023

# ALBERTA LIVING WAGE REPORT

COMMUNITY CALCULATIONS  
& METHODOLOGY



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## What is a Living Wage?

The living wage reflects what people need to earn to cover the actual costs of living in their community. It assumes that each adult is working full time (35 hours/week) and includes more than the basics of food, clothing, and shelter – it also considers unexpected costs, small investments in education, childcare, and participating in the community.

Within Alberta, it's more expensive to live in some communities than others. Unlike the minimum wage, which is the same across the province, each community has its own living wage rate. The calculations draw on community-specific data to determine the expenses, and the Alberta Living Wage Network (ALWN) works closely with community representatives to make sure the numbers make sense for their community.

ALWN has worked with the communities to develop a standard methodology and worked with [Puzzle Rock Coding](#) to calculate the living wage rates.

This report provides a summary of the results and an overview of the standard methodology. It also includes the expenses, taxes and benefits, and the resulting living wage rate for each community.



A **living wage** is the hourly wage a worker needs to earn to cover their basic expenses and participate in their community. It is re-calculated on an annual basis to ensure that it accurately reflects changing living expenses and public policy affecting affordability.



## Results Summary

### Rising Costs

In recent years, the cost of living in Canadian cities has increased, and Albertans have felt the effect. This is reflected by the rising expenses across the board.

Shelter costs are the driving force behind the rising costs. The shelter crisis is one of the main reasons Alberta is seeing such rising living wages this year and why so many Albertans are struggling. Here are some examples of shelter costs in our calculations:

- Shelter costs (rent, electricity, and tenant insurance) increased in Calgary for the family of four by 17% (from \$20,451 last year to \$23,916 this year)
- Shelter costs make up 38% of the expenses in Lac La Biche County (based on the weighted average of the three household types)
- Shelter costs for the family of four are greater than \$1,500/month (\$18,000/year) in all communities except for Medicine Hat (\$16,968), and they're greater than \$2,000/month in St. Albert (\$24,955), Jasper (\$25,030), Fort McMurray (\$29,270), and Canmore (\$56,253)
- Shelter costs for the lone parent rose in Stony Plain by 29% (from \$16,615 last year to \$21,508)
- Shelter costs for the single individual rose in St. Albert by 11% (from \$17,120 to \$19,030)

### New and Increased Government Benefits

While the living wage calculations factor in the rising costs, they also include government benefits (payments, subsidies, rebates, and tax relief).

This year, the provincial and federal governments created new government benefits, some of which are temporary, and we factor all of these into the calculations for the living wage to reflect all the factors that came into play over the year. Here's what we saw in this year's calculations:

- There are about \$3,000-\$4,000 of new or increased government benefits this year
- Some of these are one-time or temporary benefits that reduced the living wage for this year, but they are not long-term solutions (for example, the Alberta Affordability Payments were a one-time payment of \$1,200 to the family of four and \$600 to the lone parent family)
- Some of these were increases to existing benefits (for example, the Canada Child Benefit was increased by 6.3%, which meant about \$600-\$700 more for most families of four and over \$350 more for most lone parent families in our calculations)

- To receive some of these, people need to apply, file taxes, and/or meet certain requirements (for example, the Canada Dental Benefit pays \$650 per child, but people need to apply and their child needs to see a dentist to receive the benefit)
- These didn't affect the different households equally – single individuals barely benefited

These new and increased government benefits applied downward pressure to the living wage rates, and in some communities, they offset the rising costs and resulted in a lower living wage rate than last year.

## Methodology

### Household Structure

The living wage is based on the income needs of the following three household types:

a two-parent family  
with two young children



a lone-parent family  
with one young child



a single individual  
living alone



It considers the hourly rate of pay needed for each household to maintain a modest standard of living once government transfers have been added and taxes have been subtracted. It assumes each adult is working 35 hours per week.

It is a weighted average based on the number of two-parent family households (weighted at 56.5%), one-parent family households (9.6%), and single adult households (33.9%) in Alberta as reported by the 2021 census. This approach reflects multiple situations where people may have access to different government benefits and taxes and would be affected differently by policy changes (e.g., improving childcare affordability will affect each household type differently).

We use a single weighted average rather than multiple living wage rates for each community because wages should not be based on family composition or lifestyle. We combine the numbers into just one rate per community that employers need to pay to be eligible for living wage certification.

### Shelter

For communities with a population of 10,000 or more, rental data is based on Canada Mortgage and Housing Corporation's (CMHC) [Housing Market Information Portal](#). For communities with a

population less than 10,000, rental data is based on the Government of Alberta's [2022 Apartment Vacancy and Rental Cost Survey](#). We assume a 3-bedroom rental apartment or townhouse for the family of four, a 2-bedroom unit for the lone parent family, and a 1-bedroom for the single individual. CMHC October 2022 rates and GoA May-July 2022 rates are adjusted to August 2022 prices using Statistics Canada's [Consumer Price Index \(CPI\)](#) for Shelter.

For communities where the CMHC/GoA data is not available or does not apply (e.g., if there aren't many rental apartments or townhouses in the community), rental costs were based on the [Canadian Rental Housing Index](#) or locally sourced.

Estimates for utilities are based on the Utilities Consumer Advocate's [Cost Comparison Tool](#) on September-October 2023. Tenant insurance is based on community-specific [Square One estimates](#) on September-October, 2022.

## Food

Food costs are based on Health Canada's 2019 National Nutritious Food Basket (NNFB) adapted by Alberta Health Services for Alberta communities. The cost of the NNFB represents the cost of a basic, healthy diet, that meets nutrition recommendations, and reflects food habits and food purchasing patterns of the population. It is a rough estimate to help calculate the living wage. It is not intended to provide guidance on how much money individual community members should budget for food.

The numbers are based on data collected by Nutrition Services, Alberta Health Services from September 14 to 20, 2023. Registered Dietitians and trained volunteers within specified communities collected data at grocery stores in their community to determine how much the food basket costs in their community. The NNFB includes a mix of fresh, frozen, and minimally processed foods that can be purchased at a full-service grocery stores any time of the year. The amount of each food item required for a family or a single person scenario is determined by the age and sex of the individuals (35-year-old adults, a 7-year-old child in the lone parent family, and an additional 3-year-old child in the family of four – all based on the average of male and female). The cost of the NNFB reflects the cost of all the food items together.

Note that the Food numbers this year are not comparable with the numbers in last year's report due to a data error last year.

Visit [National nutritious food basket - Canada.ca](#) (Government of Canada, 2020) for more information about the National Nutritious Food Basket and a full list of its content. Please contact [publichealthnutrition@ahs.ca](mailto:publichealthnutrition@ahs.ca) for information about the data collection process.

## Transportation

Based on the Canadian Automobile Association's [Driving Costs Calculator](#) as of September–October 2023. The costs represent the average of a lower-cost 8-year-old car, hatchback, truck, and SUV. Expenses assume mileage of 10,000 km and include depreciation, maintenance, license

and registration fees, insurance costs, monthly car payments (assuming a 15% down payment), and fuel costs. Highway vs. city driving and the price of gas (the average of January to August 2023) are specific to community. The price of gas was estimated using [GasBuddy](#) and [Statistics Canada](#).

Communities with adequate public transit assume one vehicle and one transit pass for the family of four and one vehicle for the lone parent family. Depending on the community, the single individual is assumed to have a vehicle (if it would be difficult to commute or participate in the community using public transit only) or the average of a transit pass and a vehicle (if relying on public transit wouldn't be a barrier to commuting or participating in the community for a significant proportion of the population). Communities without public transit assume two vehicles for the family of four (estimated as the cost of one vehicle multiplied by 1.5), one vehicle for the lone parent family, and one vehicle for the single individual.

### Child Care

The family of four is assumed to have a 7-year-old child and a 3-year-old child. The lone parent is assumed to have a 7-year-old child. The 3-year-old is assumed to need 12 months of full-time childcare, while the 7-year-old needs 10 months of before- and after-school care and two months of full-time care or summer programs. Members of ALWN's council collected data on the actual costs of local providers through websites, email, or phone calls. The expenses are after the Affordability Grant is deducted (\$450/month for the 3-year-old). The Alberta Childcare Subsidy is included in calculations for living wages under its income threshold of \$180,000 for a family.

### Clothing & Footwear

Based on Statistics Canada's [Survey of Household Spending](#) (SHS) for the following categories:

- Women's and girls' wear (aged 14+)
- Men's and boys' wear (aged 14+)
- Children's wear (under 14 years of age)

SHS data is reported by income quintile. The income quintile with the lowest expenditure was used, excluding the first income quintile (1st to 20th percentile of income), since many in the first income quintile would not be making a living wage.

SHS data is based on what the average household spends, so numbers were adjusted based on Statistic's Canada's 2021 [Census Profile Table for Alberta](#) (2.6 people per household; 19% aged 0-14). SHS data was adjusted to 2023 using Statistics Canada's [CPI](#) for Clothing & Footwear.

### Health Care

Health insurance is based on the cost of the premiums for [Alberta Blue Cross](#). The plan selected is Blue Choice, with Plan B extended health benefits, dental coverage, and prescription coverage. This category also includes the cheapest life insurance available from [LowestRates.ca](#) estimates and the cheapest critical illness insurance available from [Manulife CoverMe](#).



## Tuition

The [Canadian Living Wage Framework](#) species including parent education in a living wage calculation. This is because a living wage should include the opportunity to upgrade education should one want to change occupations or advance in their career. Costs are locally sourced, based on each community representative on the ALWN council finding the actual costs of post-secondary education options in their community. If there are no local options, the cost of Athabasca University is used, as it is online learning and can be taken from anywhere. The cost assumes one course per semester (a total of two courses) for one adult in each household. A tax credit is calculated for tuition and eligible fees. Note that the post-secondary institutions in some communities have a transit pass included in tuition fees, which is taken into account in Transportation expenses for those communities.

## Other Household Items

Other household costs are made up of the following expense categories:

- Telephones and telephone services – note that the methodology did not include mobile service, so we've added the cost of the cheapest available mobile service on September–October 2023 that provides unlimited talk & text and at least 5GB of data on a 4G network ([Public Mobile's](#) \$40/month plan, which includes 30GB of data at 5G speed)
- Household supplies
- Furniture, furnishings, electric appliances
- Personal care (including pharmaceutical products)
- Home entertainment, sports, and recreation – note that this category includes costs related to participating in the community, including the following: live sports events, live performing arts, museums, bicycles, sports and recreation facilities, and movie theatres
- Reading materials and supplies (including textbooks)
- Other (e.g., bank fees, postage, charity, luggage)

Based on Statistics Canada's [Market Basket Measure](#) (MBM) multiplier for Other expenses (75.4% of food and clothing & footwear). The methodology of the multiplier is based on using the cost of a basket of items for food and clothing & footwear. While our methodology for Food is based on the cost of a basket of items, our methodology for Clothing & Footwear is based on expenditures (Survey of Household Spending), so we use Alberta's MBM amount for Clothing & Footwear in this calculation for a family of four (and an estimate of what MBM for Clothing & Footwear would be for the lone parent and single individual households).

See page 73 of [First Comprehensive Review of the Market Basket Measure of Low Income](#) (Human Resources and Skills Development Canada) for a full list of items included.

## Contingency

We assume the need to set aside two weeks' pay (at the living wage rate) so expenses can be covered even when unexpected situations happen and a worker needs to be away from work without pay (e.g., staying at home sick, moving, bereavement, caring for a sick family member).

### **Tax & benefit programs**

The calculation considers tax deductions (child care expenses and northern residents deductions), tax credits (tuition), taxes & deductions, and government benefits (e.g., Canada Child Benefit). Where tax and benefit amounts are determined by income, the income at the living wage rate is used.

## Brooks

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	14,588	7,464	4,492	
Clothing & footwear	3,714	1,857	856	
Shelter	19,009	16,849	14,697	
Transportation*	8,400	5,600	5,600	
Childcare**	11,322	5,277		
Healthcare	3,586	1,939	1,410	
Tuition	1,266	1,266	1,266	
Other household costs	13,390	6,824	4,197	
Contingency fund	2,410	1,482	1,507	
<b>Total</b>	<b>77,685</b>	<b>48,558</b>	<b>34,025</b>	
<b>Government Benefits (\$)</b>				
GST Credit	172	667	496	
Grocery Rebate		314	234	
Canada Child Benefit	10,489	6,042		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement	154	116	77	
Canada Workers Benefit		709		
Canada Housing Benefit				
Alberta Child and Family Benefit	385	1,146		
Alberta Child Care Subsidy	7,396	4,948		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	176	117	117	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>28,416</b>	<b>16,667</b>	<b>1,896</b>	
Tax deduction: Child care expenses	3,926	329		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	2,647	2,560	2,785	
Alberta provincial income tax	838	1,243	1,393	
CCP contribution	3,312	2,084	2,123	
EI contribution	1,021	628	639	
<b>Total</b>	<b>7,818</b>	<b>6,515</b>	<b>6,940</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$17.21	\$21.17	\$21.53	
<b>Living Wage</b>	<b>\$19.05</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Calgary

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	14,652	7,490	4,524	
Clothing & footwear	3,714	1,857	856	
Shelter	23,916	22,419	19,224	
Transportation*	7,019	5,675	3,509	
Childcare**	16,967	7,907		
Healthcare	3,586	1,939	1,410	
Tuition	1,705	1,705	1,705	
Other household costs	13,441	6,845	4,222	
Contingency fund	3,104	2,175	1,690	
<b>Total</b>	<b>88,104</b>	<b>58,012</b>	<b>37,140</b>	
<b>Government Benefits (\$)</b>				
GST Credit		117	415	
Grocery Rebate			130	
Canada Child Benefit	9,081	4,981		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement				
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit		385		
Alberta Child Care Subsidy	5,422	4,704		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	124	124	62	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>24,271</b>	<b>12,919</b>	<b>1,579</b>	
Tax deduction: Child care expenses	11,545	3,203		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	3,946	4,630	3,401	
Alberta provincial income tax	1,704	2,623	1,804	
CCP contribution	4,386	3,156	2,407	
EI contribution	1,316	922	716	
<b>Total</b>	<b>11,352</b>	<b>11,331</b>	<b>8,328</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$22.17	\$31.07	\$24.15	
<b>Living Wage</b>	<b>\$23.70</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Canmore

	Family of four	Lone parent	Single indv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	16,098	8,227	4,974	
Clothing & footwear	3,714	1,857	856	
Shelter	56,253	37,657	31,166	CMHC missing data: Used listings data from Canmore Community Housing for rent
Transportation*	5,611	5,611	2,805	
Childcare**	16,640	7,100		
Healthcare	3,586	1,939	1,410	
Tuition	1,812	1,812	1,812	
Other household costs	14,528	7,399	4,560	
Contingency fund	5,556	3,457	2,463	
<b>Total</b>	<b>123,798</b>	<b>75,059</b>	<b>50,046</b>	
<b>Government Benefits (\$)</b>				
GST Credit				
Grocery Rebate				
Canada Child Benefit	5,033	3,129		
Canada Dental Benefit		260		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement	154	116	77	
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit				
Alberta Child Care Subsidy	2,556	1,242		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	110	110	55	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>16,197</b>	<b>6,815</b>	<b>1,104</b>	
Tax deduction: Child care expenses	13,000	5,000		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	14,204	11,027	6,782	
Alberta provincial income tax	7,635	5,733	3,666	
CCP contribution	7,509	3,754	3,603	
EI contribution	2,005	1,002	1,002	
<b>Total</b>	<b>31,353</b>	<b>21,516</b>	<b>15,053</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$39.69	\$49.38	\$35.19	
<b>Living Wage</b>	<b>\$38.80</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Drayton Valley

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	14,971	7,658	4,623	
Clothing & footwear	3,714	1,857	856	
Shelter	20,085	14,715	12,748	Used Canadian Rental Housing Index for rent to better reflect community's housing
Transportation*	8,136	5,424	5,424	
Childcare**	13,100	5,900		
Healthcare	3,586	1,939	1,410	
Tuition	1,812	1,812	1,812	
Other household costs	13,679	6,969	4,296	
Contingency fund	2,692	1,300	1,419	
<b>Total</b>	<b>81,775</b>	<b>47,574</b>	<b>32,588</b>	
<b>Government Benefits (\$)</b>				
GST Credit		667	496	
Grocery Rebate		314	234	
Canada Child Benefit	9,807	6,275		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement	154	116	77	
Canada Workers Benefit		1,512		
Canada Housing Benefit				
Alberta Child and Family Benefit	57	1,576		
Alberta Child Care Subsidy	6,908	4,948		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	166	111	111	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>26,736</b>	<b>18,127</b>	<b>1,890</b>	
Tax deduction: Child care expenses	6,192	952		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	3,248	1,707	2,378	
Alberta provincial income tax	1,239	675	1,122	
CCP contribution	3,747	1,802	1,987	
EI contribution	1,141	551	601	
<b>Total</b>	<b>9,375</b>	<b>4,735</b>	<b>6,088</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$19.23	\$18.57	\$20.27	
<b>Living Wage</b>	<b>\$19.55</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Edmonton

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	15,400	7,874	4,763	
Clothing & footwear	3,714	1,857	856	
Shelter	22,105	20,175	17,042	
Transportation*	5,964	5,564	2,982	
Childcare**	16,008	8,017		
Healthcare	3,586	1,939	1,410	
Tuition	2,023	2,023	2,023	Includes <a href="#">U-Pass</a> (taken into account in Transportation)
Other household costs	14,006	7,134	4,402	
Contingency fund	2,941	2,053	1,559	
<b>Total</b>	<b>85,747</b>	<b>56,636</b>	<b>35,037</b>	
<b>Government Benefits (\$)</b>				
GST Credit		269	496	
Grocery Rebate		52	216	
Canada Child Benefit	9,458	5,194		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement				
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit		489		
Alberta Child Care Subsidy	5,910	4,948		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	124	124	62	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>25,136</b>	<b>13,684</b>	<b>1,746</b>	
Tax deduction: Child care expenses	10,098	3,069		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	3,530	4,153	2,869	
Alberta provincial income tax	1,426	2,305	1,449	
CCP contribution	4,134	2,967	2,204	
EI contribution	1,247	870	661	
<b>Total</b>	<b>10,337</b>	<b>10,295</b>	<b>7,183</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$21.01	\$29.33	\$22.27	
<b>Living Wage</b>	<b>\$22.25</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Fort McMurray

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	14,786	7,558	4,580	
Clothing & footwear	3,714	1,857	856	
Shelter	29,270	21,682	18,895	
Transportation*	6,475	5,665	5,665	
Childcare**	17,881	7,794		
Healthcare	3,586	1,939	1,410	
Tuition	1,587	1,587	1,587	
Other household costs	13,539	6,894	4,263	
Contingency fund	3,360	1,948	1,724	
<b>Total</b>	<b>94,198</b>	<b>56,924</b>	<b>38,980</b>	
<b>Government Benefits (\$)</b>				
GST Credit		595	496	
Grocery Rebate		215	209	
Canada Child Benefit	9,186	5,651		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement	154	116	77	
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit		711		
Alberta Child Care Subsidy	4,922	4,948		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	124	124	124	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>24,030</b>	<b>14,968</b>	<b>1,878</b>	
Tax deduction: Child care expenses	12,959	2,846		
Tax deduction: Northern residents	6,023	4,015	4,015	
<b>Taxes (\$)</b>				
Federal income tax	3,840	3,238	2,924	
Alberta provincial income tax	1,633	1,695	1,486	
CCP contribution	4,782	2,805	2,459	
EI contribution	1,424	826	731	
<b>Total</b>	<b>11,679</b>	<b>8,564</b>	<b>7,600</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$24.00	\$27.83	\$24.63	
<b>Living Wage</b>	<b>\$24.50</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses



## Fort Saskatchewan

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	14,356	7,348	4,414	
Clothing & footwear	3,714	1,857	856	
Shelter	20,895	18,510	16,578	
Transportation*	8,503	5,668	5,668	
Childcare**	18,494	6,869		
Healthcare	3,586	1,939	1,410	
Tuition	2,023	2,023	2,023	
Other household costs	13,216	6,736	4,138	
Contingency fund	3,016	1,795	1,661	
<b>Total</b>	<b>87,803</b>	<b>52,745</b>	<b>36,748</b>	
<b>Government Benefits (\$)</b>				
GST Credit		546	453	
Grocery Rebate		191	149	
Canada Child Benefit	9,531	5,582		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement				
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit		678		
Alberta Child Care Subsidy	5,910	4,948		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	204	136	136	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>25,289</b>	<b>14,689</b>	<b>1,710</b>	
Tax deduction: Child care expenses	12,584	1,921		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	3,420	3,373	3,249	
Alberta provincial income tax	1,353	1,785	1,703	
CCP contribution	4,249	2,569	2,362	
EI contribution	1,278	761	704	
<b>Total</b>	<b>10,300</b>	<b>8,488</b>	<b>8,018</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$21.54	25.65	23.73	
<b>Living Wage</b>	<b>\$22.70</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Grande Prairie

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	14,739	7,526	4,569	
Clothing & footwear	3,714	1,857	856	
Shelter	21,757	19,116	16,935	
Transportation*	6,512	5,684	3,256	
Childcare**	14,491	8,828		
Healthcare	3,586	1,939	1,410	
Tuition	1,548	1,548	1,548	
Other household costs	13,504	6,870	4,255	
Contingency fund	2,432	1,706	1,461	
<b>Total</b>	<b>82,283</b>	<b>55,074</b>	<b>34,290</b>	
<b>Government Benefits (\$)</b>				
GST Credit	603	667	496	
Grocery Rebate	210	314	234	
Canada Child Benefit	11,654	6,164		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement	154	116	77	
Canada Workers Benefit		971		
Canada Housing Benefit				
Alberta Child and Family Benefit	946	1,286		
Alberta Child Care Subsidy	7,396	4,948		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	125	125	62	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>30,732</b>	<b>17,199</b>	<b>1,841</b>	
Tax deduction: Child care expenses	7,095	3,880		
Tax deduction: Northern residents	6,023	4,015	4,015	
<b>Taxes (\$)</b>				
Federal income tax	1,343	2,193	1,962	
Alberta provincial income tax	432	998	844	
CCP contribution	3,345	2,430	2,052	
EI contribution	1,031	723	619	
<b>Total</b>	<b>6,151</b>	<b>6,344</b>	<b>5,477</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$17.37	\$24.37	\$20.87	
<b>Living Wage</b>	<b>\$18.90</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## High River

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	16,027	8,195	4,962	
Clothing & footwear	3,714	1,857	856	
Shelter	18,601	17,674	15,741	
Transportation*	8,526	5,684	5,684	
Childcare**	14,428	7,300		
Healthcare	3,586	1,939	1,410	
Tuition	1,812	1,812	1,812	
Other household costs	14,476	7,374	4,552	
Contingency fund	2,835	1,847	1,655	
<b>Total</b>	<b>84,005</b>	<b>53,682</b>	<b>36,672</b>	
<b>Government Benefits (\$)</b>				
GST Credit		500	462	
Grocery Rebate		168	154	
Canada Child Benefit	9,550	5,518		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement	154	116	77	
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit		647		
Alberta Child Care Subsidy	6,410	4,948		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	182	121	121	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>25,940</b>	<b>14,626</b>	<b>1,786</b>	
Tax deduction: Child care expenses	8,018	2,352		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	3,492	3,528	3,254	
Alberta provincial income tax	1,401	1,889	1,706	
CCP contribution	3,969	2,649	2,351	
EI contribution	1,202	783	701	
<b>Total</b>	<b>10,064</b>	<b>8,849</b>	<b>8,012</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$20.25	\$26.39	\$23.64	
<b>Living Wage</b>	<b>\$21.70</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Jasper

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	17,206	8,798	5,317	
Clothing & footwear	3,714	1,857	856	
Shelter	25,030	21,793	18,577	
Transportation*	6,099	5,619	3,050	
Childcare**	15,391	5,371		
Healthcare	3,586	1,939	1,410	
Tuition	1,812	1,812	1,812	
Other household costs	15,365	7,829	4,819	
Contingency fund	3,420	2,192	1,710	
<b>Total</b>	<b>91,623</b>	<b>57,210</b>	<b>37,551</b>	
<b>Government Benefits (\$)</b>				
GST Credit			390	
Grocery Rebate			118	
Canada Child Benefit	8,054	4,773		
Canada Dental Benefit	780	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement	1	116	77	
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit		284		
Alberta Child Care Subsidy	4,922	4,704		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	110	110	55	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>22,211</b>	<b>12,595</b>	<b>1,612</b>	
Tax deduction: Child care expenses	10,469	667		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	5,257	5,234	3,460	
Alberta provincial income tax	2,578	2,917	1,843	
CCP contribution	4,875	3,183	2,437	
EI contribution	1,450	929	725	
<b>Total</b>	<b>14,160</b>	<b>12,263</b>	<b>8,465</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$24.43	\$31.31	\$24.43	
<b>Living Wage</b>	<b>\$24.90</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Lac La Biche County

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	16,259	8,315	5,008	
Clothing & footwear	3,714	1,857	856	
Shelter	23,007	18,165	14,403	No rent data from CMHC/GoA; local ALWN council member collected rent data by calling local multi-unit complexes
Transportation*	7,227	4,818	4,818	
Childcare**	10,445	4,700		
Healthcare	3,586	1,939	1,410	
Tuition	1,505	1,505	1,505	
Other household costs	14,650	7,465	4,586	
Contingency fund	2,961	1,706	1,508	
<b>Total</b>	<b>83,354</b>	<b>50,470</b>	<b>34,094</b>	
<b>Government Benefits (\$)</b>				
GST Credit		566	496	
Grocery Rebate		201	234	
Canada Child Benefit	8,639	5,611		
Canada Dental Benefit	780	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement	154	116	77	
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit		692		
Alberta Child Care Subsidy	5,910	4,700		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	147	98	98	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>23,974</b>	<b>14,592</b>	<b>1,877</b>	
Tax deduction: Child care expenses	4,535			
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	4,534	3,409	2,752	
Alberta provincial income tax	2,096	1,809	1,371	
CCP contribution	4,164	2,430	2,124	
El contribution	1,255	723	639	
<b>Total</b>	<b>12,049</b>	<b>8,371</b>	<b>6,886</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$21.15	\$24.37	\$21.54	
<b>Living Wage</b>	<b>\$21.60</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Lethbridge

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	14,577	7,454	4,511	
Clothing & footwear	3,714	1,857	856	
Shelter	19,888	17,535	16,326	
Transportation*	6,704	5,780	5,780	
Childcare**	14,822	8,093		
Healthcare	3,586	1,939	1,410	
Tuition	1,597	1,597	1,597	
Other household costs	13,382	6,816	4,211	
Contingency fund	2,564	1,767	1,642	
<b>Total</b>	<b>80,834</b>	<b>52,838</b>	<b>36,333</b>	
<b>Government Benefits (\$)</b>				
GST Credit	171	644	478	
Grocery Rebate	\$ -	240	162	
Canada Child Benefit	10,486	5,720		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement				
Canada Workers Benefit		20		
Canada Housing Benefit				
Alberta Child and Family Benefit	384	776		
Alberta Child Care Subsidy	6,908	4,948		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	125	125	125	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>27,718</b>	<b>15,081</b>	<b>1,737</b>	
Tax deduction: Child care expenses	7,914	3,145		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	2,591	3,146	3,248	
Alberta provincial income tax	800	1,634	1,702	
CCP contribution	3,550	2,525	2,332	
EI contribution	1,087	749	696	
<b>Total</b>	<b>8,028</b>	<b>8,054</b>	<b>7,978</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$18.32	\$25.24	\$23.46	
<b>Living Wage</b>	<b>\$20.60</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Medicine Hat

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	14,218	7,271	4,396	
Clothing & footwear	3,714	1,857	856	
Shelter	16,968	14,759	13,929	Utilities Consumer Advocate doesn't have utilities estimates; used <a href="#">City of Medicine</a> data
Transportation*	8,504	5,669	5,669	
Childcare**	11,268	4,686		
Healthcare	3,586	1,939	1,410	
Tuition	1,478	1,478	1,478	
Other household costs	13,112	6,678	4,124	
Contingency fund	2,139	1,196	1,465	
<b>Total</b>	<b>74,987</b>	<b>45,533</b>	<b>33,327</b>	
<b>Government Benefits (\$)</b>				
GST Credit	497	667	496	
Grocery Rebate	157	314	234	
Canada Child Benefit	11,366	6,275	\$ -	
Canada Dental Benefit	1,300	650	\$ -	
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement	154	116	77	
Canada Workers Benefit		1,775		
Canada Housing Benefit				
Alberta Child and Family Benefit	808	1,717		
Alberta Child Care Subsidy	7,896	4,686		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	186	124	124	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>30,708</b>	<b>18,282</b>	<b>1,903</b>	
Tax deduction: Child care expenses	3,372			
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	1,725	1,517	2,599	
Alberta provincial income tax	223	548	1,269	
CCP contribution	2,892	1,641	2,059	
EI contribution	906	507	621	
<b>Total</b>	<b>5,746</b>	<b>4,213</b>	<b>6,548</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$15.28	\$17.08	\$20.93	
<b>Living Wage</b>	<b>\$17.35</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Red Deer

	<i>Family of four</i>	<i>Lone parent</i>	<i>Single indiv.</i>	<i>Exceptions to standard methodology</i>
<b>Living Expenses (\$)</b>				
<i>Food</i>	14,159	7,246	4,357	
<i>Clothing &amp; footwear</i>	3,714	1,857	856	
<i>Shelter</i>	19,043	16,601	14,555	
<i>Transportation*</i>	6,527	5,627	5,627	
<i>Childcare**</i>	14,690	7,130		
<i>Healthcare</i>	3,586	1,939	1,410	
<i>Tuition</i>	1,484	1,484	1,484	
<i>Other household costs</i>	13,067	6,659	4,095	
<i>Contingency fund</i>	2,331	1,524	1,496	
<i>Total</i>	<b>78,601</b>	<b>50,067</b>	<b>33,880</b>	
<b>Government Benefits (\$)</b>				
<i>GST Credit</i>	444	667	496	
<i>Grocery Rebate</i>	130	314	234	
<i>Canada Child Benefit</i>	11,223	6,094		
<i>Canada Dental Benefit</i>	1,300	650		
<i>Climate Action Incentive</i>	1,544	1,158	772	
<i>CAI Rural Supplement</i>	154	116	77	
<i>Canada Workers Benefit</i>		821		
<i>Canada Housing Benefit</i>				
<i>Alberta Child and Family Benefit</i>	739	1,206		
<i>Alberta Child Care Subsidy</i>	7,396	4,948		
<i>Alberta Adult / Child Health Benefit</i>				
<i>Alberta Energy Affordability</i>	200	200	200	
<i>Alberta Affordability Payments</i>	1,200	600		
<i>Alberta Fuel Tax Relief Program*</i>	124	124	124	
<i>Childcare Affordability Grant**</i>	5,400			
<i>Total</i>	<b>29,854</b>	<b>16,898</b>	<b>1,903</b>	
<i>Tax deduction: Child care expenses</i>	7,294	2,182		
<i>Tax deduction: Northern residents</i>				
<b>Taxes (\$)</b>				
<i>Federal income tax</i>	1,839	2,402	2,715	
<i>Alberta provincial income tax</i>	308	1,138	1,346	
<i>CCP contribution</i>	3,189	2,150	2,107	
<i>EI contribution</i>	988	646	634	
<i>Total</i>	<b>6,324</b>	<b>6,336</b>	<b>6,802</b>	
<b>Calculator Results</b>				
<i>Wage to cover expenses</i>	\$16.65	\$21.78	\$21.38	
<b>Living Wage</b>	<b>\$18.75</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses



## Spruce Grove

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	14,594	7,464	4,490	
Clothing & footwear	3,714	1,857	856	
Shelter	21,254	20,565	17,964	
Transportation*	6,280	5,492	3,140	
Childcare**	14,253	7,459		
Healthcare	3,586	1,939	1,410	
Tuition	2,023	2,023	2,023	Includes U-Pass (taken into account in Transportation)
Other household costs	13,395	6,824	4,196	
Contingency fund	2,655	1,994	1,596	
<b>Total</b>	<b>81,754</b>	<b>55,617</b>	<b>35,675</b>	
<b>Government Benefits (\$)</b>				
GST Credit	25	317	496	
Grocery Rebate		76	192	
Canada Child Benefit	10,092	5,262		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement				
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit	194	522		
Alberta Child Care Subsidy	6,908	4,948		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	117	117	59	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>26,980</b>	<b>13,850</b>	<b>1,719</b>	
Tax deduction: Child care expenses	7,345	2,511		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	2,906	4,020	3,008	
Alberta provincial income tax	1,011	2,216	1,542	
CCP contribution	3,691	2,876	2,261	
EI contribution	1,125	845	677	
<b>Total</b>	<b>8,733</b>	<b>9,957</b>	<b>7,488</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$18.96	\$28.48	\$22.80	
<b>Living Wage</b>	<b>\$21.00</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## St. Albert

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	15,400	7,874	4,763	Not included in AHS data; used Edmonton numbers as proxy
Clothing & footwear	3,714	1,857	856	
Shelter	24,955	21,439	19,030	
Transportation*	6,004	5,528	3,240	
Childcare**	14,978	7,142		
Healthcare	3,586	1,939	1,410	
Tuition	2,023	2,023	2,023	Includes <a href="#">U-Pass</a> (taken into account in Transportation)
Other household costs	14,003	7,132	4,401	
Contingency fund	3,171	2,123	1,704	
<b>Total</b>	<b>87,834</b>	<b>57,057</b>	<b>37,427</b>	
<b>Government Benefits (\$)</b>				
GST Credit		145	398	
Grocery Rebate			122	
Canada Child Benefit	8,579	5,021		
Canada Dental Benefit	780	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement				
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit		405		
Alberta Child Care Subsidy	5,422	4,704		
Alberta Adult / Child Health Benefit				
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	117	117	59	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>23,242</b>	<b>13,000</b>	<b>1,551</b>	
Tax deduction: Child care expenses	9,556	2,438		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	4,454	4,513	3,408	
Alberta provincial income tax	2,043	2,545	1,809	
CCP contribution	4,489	3,077	2,428	
EI contribution	1,344	900	722	
<b>Total</b>	<b>12,330</b>	<b>11,035</b>	<b>8,367</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$22.65	\$30.34	\$24.34	
<b>Living Wage</b>	<b>\$23.80</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Stony Plain

	Family of four	Lone parent	Single indiv.	Exceptions to standard methodology
<b>Living Expenses (\$)</b>				
Food	14,594	7,464	4,490	Not included in AHS data; used Spruce Grove numbers as proxy
Clothing & footwear	3,714	1,857	856	
Shelter	21,185	21,508	17,899	
Transportation*	6,280	5,492	3,140	
Childcare**	14,846	7,020		
Healthcare	3,586	1,939	1,410	
Tuition	2,023	2,023	2,023	Includes <a href="#">U-Pass</a> (taken into account in Transportation)
Other household costs	13,395	6,824	4,196	
Contingency fund	2,676	2,051	1,592	
<b>Total</b>	<b>82,299</b>	<b>56,178</b>	<b>35,606</b>	
<b>Government Benefits (\$)</b>				
GST Credit	27	221	496	
Grocery Rebate		28	194	
Canada Child Benefit	10,097	5,128		
Canada Dental Benefit	1,300	650		
Climate Action Incentive	1,544	1,158	772	
CAI Rural Supplement				
Canada Workers Benefit				
Canada Housing Benefit				
Alberta Child and Family Benefit	196	457		
Alberta Child Care Subsidy	6,908	4,948		
Alberta Adult / Child Health Benefit	\$ -			
Alberta Energy Affordability	200	200	200	
Alberta Affordability Payments	1,200	600		
Alberta Fuel Tax Relief Program*	117	117	59	
Childcare Affordability Grant**	5,400			
<b>Total</b>	<b>26,989</b>	<b>13,507</b>	<b>1,721</b>	
Tax deduction: Child care expenses	7,938	2,072		
Tax deduction: Northern residents				
<b>Taxes (\$)</b>				
Federal income tax	2,893	4,301	2,993	
Alberta provincial income tax	1,002	2,404	1,532	
CCP contribution	3,724	2,965	2,255	
El contribution	1,134	869	675	
<b>Total</b>	<b>8,753</b>	<b>10,539</b>	<b>7,455</b>	
<b>Calculator Results</b>				
Wage to cover expenses	\$19.12	29.30	22.75	
<b>Living Wage</b>	<b>\$21.10</b>			

\*Alberta Fuel Tax Relief Program is already deducted from Transportation expenses

\*\*Child Care Affordability Grant is already deducted from Childcare expenses

## Current Funders

In addition to financial contributions from [our council members](#), the Alberta Living Wage Network is grateful to be funded by the following foundations:



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# Briefing

**DATE OF MEETING:** December 19, 2023 **Agenda #:** D-3

**To:** Committee of the Whole

**SUBJECT:** Local Car Share Program Options Update

**SUBMITTED BY:** Amy Fournier, Energy and Climate Action Coordinator

**PURPOSE:** To provide Council with a summary of the exploration of options for a local car share program in response to Resolution 57-2022FIN.

## EXECUTIVE SUMMARY

On November 29, 2022, Council directed administration to explore options with regards to a car-share program (Resolution 57-2022FIN). Car sharing is also referenced in the Town of Canmore's (Town) 2018 Climate Action Plan and 2018 Integrated Transportation Plan.

Car sharing can reduce vehicle ownership rates and demand for parking, resulting in positive impacts on affordability and the environment. To date, however, a third-party car share organization has not expressed interest in operating independently in the Bow Valley.

This briefing outlines administration's exploratory work to better understand whether car sharing is possible locally and the extent to which it could support local mode-shift, address parking challenges, and support new developments and densification. Based on this work, administration is recommending that further investigation of a local car share program take place through regional partners.

## BACKGROUND/HISTORY

2018: In June, Council accepted the Integrated Transportation Plan (ITP) (Resolution 160-2018). The ITP established a 2030 target for a 40% walk, cycle, and transit mode share around the Town Centre during a typical summer day. The ITP includes a recommendation that the Town consider adopting a policy to support car sharing and bicycle sharing initiatives.

2018: In December, Council accepted the Climate Action Plan (CAP) (Resolution 269-2018). The CAP includes an action to provide a supportive environment for the introduction of car sharing and consider supporting its launch by transferring the Town's fleet into the program.

2022: Council directed administration to explore options with regards to a car-share program (Resolution 57-2022FIN).

## DISCUSSION

### Local Car Share Exploration to Date:

While car sharing is a proven strategy that advances transportation, environment, and livability goals, it has generally been limited to dense urban centres of large cities and is typically provided by a business or non-profit organization. Attachment 1 provides a backgrounder on car sharing, its benefits, and existing examples of program approaches. To date, no external third party or local organization has expressed interest in independently operating a car share program in Canmore.

In 2022, as a preliminary step to address the car sharing recommendation in the Town's Climate Action Plan, administration conducted a review of rural car sharing programs. The research identified that car sharing is possible in small communities, with car share programs existing in Nelson, Invermere, Castlegar, Revelstoke, and Yellowknife. The research also identified that Canmore has the appropriate supportive infrastructure for car share. This includes free local transit, regional transit, cycling and walking infrastructure, ambitious transportation mode-share targets, paid parking, and areas with higher density multi-family and mixed-use development.

In 2023, in response to a Council Resolution (57-2022FIN), administration worked collaboratively with staff from the Town of Banff to explore car share options, with an interest in advancing the following objectives:

- Enable a higher proportion of zero and one vehicle households.
- Provide occasional vehicle access to residents that don't own a vehicle, either for affordability reasons or personal choice.
- Reduce transportation-related greenhouse gas (GHG) emissions and help increase the use of cycling, walking and transit.
- Help to reduce parking demand, especially at multi-family buildings.

As part of this work, administration released a Request for Information (RFI) for car sharing. The intent was to solicit interest from to existing organizations to gauge:

- Whether they would consider operating in Banff and Canmore.
- What would be needed from the municipalities for them to operate in the Bow Valley.
- What models or approaches for car share programs may exist.

A few organizations responded during and after the RFI period providing information, including:

- Modo, the main car share provider in BC. They replied that they are not set up to operate outside of BC, but can lease their booking software to other organizations.
- Communauto, the car share provider in Calgary and Edmonton. They confirmed that they have no plans to expand into the Bow Valley independently but may be willing to explore partnership options in the future.
- Turo, an online peer-to-peer platform that allows people to rent out their personal vehicles. They indicated an interest in working with the Towns to further increase usage regionally. Turo is already being used by some residents in Canmore.

The research conducted to date indicates that car share requires a long-term commitment, can be considered a public service as opposed to a for-profit venture, and may require funding support outside of just membership and usage fees. This is the case for both small communities and large cities, as noted with

Car2Go leaving Calgary in 2019. While Turo offers an alternative to a conventional car share program, depending solely on peer-to-peer car sharing may not achieve the objectives of advancing affordable transportation options and reducing parking demand. Cars rented through Turo in Calgary and Canmore are currently only available for between \$100-\$250 per day, for a one-day minimum, whereas one of the primary benefits of car share programs is the ability to book for only the time needed. Access to vehicles for an entire day or multiple days is already available through local car rental companies. There may also be unintended consequences, such as residents purchasing additional vehicles for the purpose of renting them out as an income stream.

To meaningfully shift people out of personal vehicles and provide attractive, affordable rates for residents, the Town would need to provide or enable some level of financial support, especially in the early years of a program. Potential mechanisms for future consideration could include:

- Reduced parking requirements for multi-family buildings in exchange for a car share vehicle(s), with the developer paying a portion of the avoided parking stall cost to the program. The municipalities of Vancouver, New Westminster, Richmond, and Yellowknife have policies allowing car share vehicles in exchange for parking space reduction (e.g., 5 fewer parking spaces for each car share vehicle).
- Pay parking revenue.
- The Federal Rural Transit Fund, which will cover 80% of the capital cost of car share vehicles.
- Transferring the Town's administrative fleet vehicles into a car share program, where they would be available to community members evenings and weekends. Examples of this model include Yellowknife, Nelson, Vancouver and the SAUVER regional program in Quebec with 10 municipalities.

The viability of implementing the above mechanisms was not considered as part of this exploratory report.

#### Potential Future Car Share Exploration in the Region:

- Town of Banff: Banff administration is putting forward a 2024 Service Level Request to further study a potential car share program by researching potential models and feasibility. This project is dependent on Banff Council approval in the 2024 budget.
- Bow Valley Regional Transit Services Commission (BVRTSC): The BVRTSC 2021-2024 Strategic and Business Plan includes an action (Transit Service Task #6) to 'investigate our relationship with alternative modes (car share, bike share, gondola). Recently, BVRTSC indicated an openness to Town administration to explore a business case for a regional car-share service and evaluate potential synergies and efficiencies with the delivery of transit services.

The Town benefits from regional partnerships where overhead costs are shared across a few partners. This includes provision of ROAM Transit, through the BVRTSC, to provide an affordable and environmentally sustainable transportation service. Car share could be viewed as a regional public service, the same way as transit. For this reason, it is recommended that the Town maintain connection with the BVRTSC if they choose to explore a regional car share business case, and with the Town of Banff as they work through their 2024 Service Level Request to explore car share programming. Depending on the results, administration may return to Council to seek to re-engage on regional car-share opportunities that may exist with the Town of Banff, BVRTSC and/or potentially a third-party entity should one come forward in the coming years.



**FINANCIAL IMPACTS**

This report is being provided for information only and there are no financial impacts at this time.

**STAKEHOLDER ENGAGEMENT**

To date, the Town of Banff, BVRTSC administration, and internal staff departments have been the main stakeholders in the exploration of car share.

**ATTACHMENTS**

Attachment 1: Car Sharing Backgrounder

**AUTHORIZATION**

Submitted by:	Amy Fournier Climate Action Coordinator	Date:	<u>November 24, 2023</u>
Approved by:	Caitlin Van Gaal Supervisor of Environment and Sustainability	Date:	<u>November 24, 2023</u>
Approved by:	Andreas Comeau Manager of Public Works	Date:	<u>November 28, 2023</u>
Approved by:	Whitney Smithers General Manager, Municipal Infrastructure	Date:	<u>November 28, 2023</u>
Approved by:	Sally Caudill Chief Administrative Officer	Date:	<u>December 11, 2023</u>

## Car Sharing Backgrounder

Car sharing, which enables people to utilize one or more shared vehicles when needed, has become increasingly common in larger urban centres over the last 25 years. Car sharing is different from a typical car rental in that drivers can utilize vehicles for time increments as low as 15 minutes and providers are often non-profit, membership-based organizations. Car sharing is best suited in locations with high densities, a mix of land uses, access to transit, and good walkability and cycling infrastructure. The table below describes different models of car sharing.

<b>Station-based/round trip</b>	The vehicle has a ‘home’ parking spot that it must be returned to. This is the conventional approach to car sharing that most organizations utilize.
<b>One-Way</b>	The vehicle can be picked up at one station and returned to another.
<b>Free-Floating</b>	The vehicle can be picked up and dropped off anywhere within a defined location. Car2Go is the most well-known example of this approach.
<b>Peer-to-Peer</b>	Private vehicle owners can rent their vehicle to others via an online platform, similar to AirBnB.

### Car Sharing Benefits

#### *Affordability:*

A private vehicle, which may be parked up to 95% of the time, represents a significant fixed cost, estimated at \$8,000 annually. Car sharing provides a variable-cost (only when needed) alternative, with vehicle ownership costs shared between many users. Car sharing can provide a social benefit through occasional vehicle access to people who are struggling with the costs of private vehicle ownership or live in areas currently underserved by public transit.

#### *Vehicle Congestion and Greenhouse Gas Reduction:*

Car sharing can help reduce vehicle congestion and support transportation mode shift and greenhouse gas reduction targets. Research indicates that every car share vehicle replaces between 5-23 privately owned cars and can reduce personal driving by 30-70%. This shift occurs because people are more likely to consider other options and be more efficient with travel (e.g., combine trips) when faced with a per trip cost and effort to driving, as opposed to the relatively fixed investment of a personal vehicle. Car sharing supports and augments public transit, enabling people to depend on transit for more consistent trips, such as commuting to work, but use a vehicle for more variable trips not well-suited transit, such as recreation destinations or shopping. Car sharing is ideal to enable households with two vehicles to go down to one vehicle, especially as working from home has become more common. Car sharing can also provide options for local businesses to avoid having to purchase fleet vehicles or require employees to utilize their personal vehicles for work.

Research indicates that station-based or conventional car sharing is most effective in reducing greenhouse gas emissions and vehicles on the road. It is also easier to administer than one-way or free-floating car share modes and requires the least amount of parking space.

#### *Parking Demand:*

Car sharing can be used as a tool to reduce parking demand in new developments. Some municipalities utilize a parking substitution approach in multi-family residential development projects, where a car share vehicle and parking space is provided by the developer, in partnership with a car share organization, in exchange for a reduction of 2-5 parking spaces from the total on-site parking requirements.

### Car Share Program Approaches

The table below details the different approaches for local car sharing, based on existing programs in other regions.

Car Share Approach and Examples	Description	Municipal Role	Rates
<p>Existing third-party organization</p> <p><i>(Communauto, Kootenay Car Share, Modo)</i></p>	<p>An existing third-party car share provider operating elsewhere expands into a new municipality.</p> <p>Communauto has been operating in cities throughout Canada since the 1990s, with a fleet of over 6,000 vehicles. They expanded to Edmonton in 2018 and Calgary in 2020. Their Calgary fleet has 175 vehicles. They operate both station-based and free floating models.</p> <p>Kootenay Car Share Co-operative started in 2001 and currently has 325 individual and business members sharing over 20 vehicles in the Kootenay communities. They started in Nelson but have expanded to Revelstoke, Kaslo, and Kimberley. They operate primarily a station-based model but in recent years have added a platform to enable member-based peer-to-peer car sharing.</p> <p>Modo Car Share Co-operative, started in Vancouver in 1997. They've expanded their station-based operation to Victoria, Nanaimo and Kelowna, with a total fleet of over 800 vehicles serving 28,000 members.</p>	<p>For smaller communities, there is typically a partnership arrangement where the municipality provides some level of negotiated financial support as well as preferred, discounted and/or free parking spaces. In larger cities, the partnership typically is focused only on parking arrangements.</p> <p>Some municipalities transfer their administrative fleet into the program to guarantee a certain level of usage and provide additional vehicles for the community members to use on evenings and weekends. Communauto has this arrangement in Trois-Rivieres and Victoriaville, and the City of Vancouver does this with Modo.</p>	<p>Variable and sometimes dependent on level of use.</p> <p>Communauto: They offer a combination of the following rate structures, depending on usage: \$500 membership, \$0-\$30 per month, \$0.35-\$0.41 per minute/\$3.05-\$14 per hour/\$21.65-\$50/day, with \$0.22-\$0.24 per km.</p> <p>Kootenay Car Share: \$500 membership, then \$4-\$12 hour rental.</p>
<p>Non-profit dedicated to local car share</p> <p><i>(Wildsight Spark, Yellowknife)</i></p>	<p>A new non-profit/co-operative organization is created or an existing local organization starts up a car share program.</p> <p>In 2020, Wildsight, the main environmental non-government organization in Invermere/Columbia Valley, set up an electric vehicle car share program called Spark (one vehicle).</p> <p>The Yellowknife Car Share Co-op was founded in 2017 by a real-estate developer and two environmental non-profit organizations. In 2019, they entered into a partnership with the City of Yellowknife. They have four corporate members, including the City, with a total of 51 drivers.</p>	<p>Potential capital and ongoing funding. The municipality may need to be a partner or help start a local initiative via a Request for Proposal process.</p> <p>The Yellowknife Car Share Co-op had a three-year partnership agreement with the City of Yellowknife. The City provided financing and charging infrastructure in exchange for exclusive usage of the electric vehicle during office hours. At the end of 2022, the City funding ended and the Car Share Co-op transitioned to a financial sustainability model.</p>	<p>Variable.</p> <p>Yellowknife Car Share Co-op: \$500 membership and \$10-\$12/hour, non-member \$15/hour.</p> <p>Wildsight Spark: \$60/day</p>

<p>Program developed and delivered by the Municipality</p> <p><i>(Aspen, Colorado Plessisville, QC)</i></p>	<p>The municipality develops and delivers its own program.</p> <p>The City of Aspen, Colorado runs all aspects of their community car share program, currently with seven vehicles and 270 individual and business members. City staff administer the program and conduct vehicle maintenance, and they utilize federal grants to purchase vehicles. The cost recovery from users is only for insurance and maintenance.</p> <p>The City of Plessisville, Quebec started the SAUVÉR program in 2017, providing access to two electric fleet vehicles for community car share members to use outside office hours and on weekends. The program was expanded to nearby municipalities, and now has 10 vehicles across the participating municipalities, with over 100 active users.</p>	<p>All costs, ongoing administration, and maintenance.</p>	<p>Aspen: \$5.50 USD/hour plus \$0.25-0.65 per mile, depending on vehicle.</p> <p>Plessisville: \$8/hour (can book as little as 15 minutes), no membership fee.</p>
<p>Peer-to-peer</p> <p><i>(Turo, Kootenay "Air" Car Share)</i></p>	<p>Individuals 'rent' their personal vehicles through app/web-based platform, similar to AirBnB.</p> <p>US-based Turo is the most popular peer-to-peer platform. Turo's insurance 'takes over' for the duration of the vehicle rental and is included in the price the member pays for use.</p> <p>Kootenay Car Share offers peer-to-peer car sharing in addition to their station-based program.</p>	<p>Education and enforcement on business licensing and permits for residents renting their vehicles.</p>	<p>Turo: Vehicles currently listed in Canmore/Calgary are between \$150-250 for the day (minimum full day rental). Vehicle 'hosts' set the rates, Turo keeps 25%.</p>
<p>Building/development specific</p> <p><i>(Kite Mobility, Modo for Condos)</i></p>	<p>This is a newer approach that is targeted to larger, multi-unit residential buildings, often paired with reduced parking.</p> <p>Kite Mobility, started in 2020, offers a turn-key electric mobility service to urban multi-unit buildings. Kite will own and operate the program within a property, providing a set of electric vehicles, e-bikes and e-scooters.</p> <p>As an extension to their broader program, Modo will work specifically with developers and municipalities to include car share vehicles within a development.</p>	<p>Kite appears to work directly with developers/condo units and building owners, often with underground parking.</p> <p>Modo will include municipalities in parking requirements and variance negotiation.</p>	<p>Kite: Per minute, prices dependent on property and vehicles.</p>

**DATE OF MEETING:**

**Agenda #:** E-1

**1. Mayor Krausert**

- a) Bow Valley Regional Transit Services Commission
  - Nothing new to report.
- b) Tourism Canmore Kananaskis
  - Following strategic planning, the Board is taking steps to become more of a working board than purely advisory as well refining goals for the next 3-4 years.
- c) Rocky Mountain Heritage Foundation
  - An agreement with the Town is nearing completion and will be brought to Council for approval when ready.
- d) Emergency Management Committee
  - The quarterly meeting was held on December 11, 2023. Efforts are underway to start to focus on Emergency Recovery planning to complement our Emergency Response plans. This is based upon lessons learned in recent emergencies in other places that recognized that advance recovery planning would have supported recovery efforts.
  - Communication lines are open with the Homelessness Society of the Bow Valley to liaise in extreme cold events to ensure sufficient support for all that may need shelter.
  - Efforts continue to create awareness with respect to VoyentAlert! and getting residents to sign up to receive emergency communications. Our Director of Emergency Management has been making appearances in public venues where large numbers are gathered to get people signed up (e.g., Elevation Place, Canmore Recreation Centre prior to an Eagles game, etc.).
- e) Human Wildlife Co-existence Roundtable
  - MLA Elmeligi's request to the Minister of Forestry and Parks to allow her to participate on the roundtable has been denied. Canmore, Banff, and the MD of Bighorn provided a joint letter of support for MLA Elmeligi's involvement given her professional expertise as did other stakeholders.
- f) Town of Canmore – MD of Bighorn Inter-Municipal Committee
  - Nothing new to report.
- g) Canmore Tourism Roundtable
  - Nothing new to report.

h) Mid-Sized Cities Mayors' Caucus (MCMC)

- The monthly virtual meeting featured attendance by Minister Ric McIver (Municipal Affairs) to answer questions and hear about MCMC's objectives to work collaboratively with the provincial government to address matters of shared importance by MCMC member municipalities.
- MCMC is now comprised of 25 municipalities with the recent addition of Strathmore.
- MCMC provided a letter of support for the Town of Canmore's advocacy regarding an exemption to debt limits with respect to financing for municipal non-market housing initiatives.
- I continue to Chair the subcommittee planning the MCMC Winter Summit to be held January 10-12, 2024, in Canmore. Registrations is now closed, and we have good representation coming from the member municipalities.

i) Advocacy on Behalf of the Town of Canmore (in addition to MCMC activities)

- On November 20, 2023, further to Council resolution, I wrote to the Premier, Minister of Municipal Affairs, and Minister of Seniors, Community and Social Services with the Town of Canmore's request to amend s. 252 of the MGA to allow debt with respect to municipal housing initiatives be exempt from municipal debt calculations. We have been advised that the Minister of Municipal Affairs will be responding.
- On November 22, 2023, I wrote to the Minister of Forestry & Parks requesting completion of the Bow Valley Wildfire & Vegetation Management Plan, and then implementation of wildfire mitigation efforts on provincial lands as soon as possible.
- On December 7, 2023, along with the CAO, I attended another planning session with respect to Tourism-Based Communities – attended by Canmore, Banff, Jasper, Sylvan Lake, and Drumheller. A revised ask of the province is being created as Sylvan Lake and Drumheller work to pull together the information needed to match information already pulled together by Canmore, Banff, and Jasper.

j) Events

- On November 15, 2023, I met with MLA Sarah Elmeligi as one of our regular "check-ins".
- On November 15, 2023, I attended the annual gathering of the Banff Canmore Foundation (note the name change from Banff Canmore Community Foundation).
- On November 28, 2023, I attended the Giving Tuesday event hosted by Grass Roots Gratitude and brought remarks.
- From November 29, 2023, to December 4, 2023, myself and Caitlin Van Gaal, Supervisor of Environment & Sustainability, traveled to Dubai, UAE, on the invitation of Bloomberg Philanthropies to attend the inaugural Local Climate Action Summit as part of COP28, which represents the first formal involvement of local governments within the COP process. The most important aspect of this gathering is that it happened at all. Having local governments as part of the mix, is essential for climate action to move towards achieving the global objectives. All expenses were paid by the event organizers.  
On December 5, 2023, I hosted the Mayor's Volunteer Celebration 2023, which was fantastically coordinated through CSD/FCSS.

**2. Councillor Foubert**

- a) Bow Valley Regional Transit Services Commission
  - No meeting in December
- b) Community Grants Selection Committee
  - Grants selection occurs in early April! Look for the application process to begin in March.
- c) Canmore Museum Society
  - The board is excited to announce that Brandy Dahrouge is our new executive director.
- d) Downtown Canmore Business Improvement Area
  - The BIA was excited to receive the grant funding through the paid parking revenues after approval of the budget and the paid parking revenue allocation model.
  - I attended a focus group with the UofC Urban Labs to help create a foundation for the BIA's vision for the future of the downtown on Dec. 5.
- e) Subdivision and Development Appeal Board
  - Completed SDAB training on Dec. 6 online.
- f) Other points of interest
  - Toured the new fire hall on Nov. 27
  - Attended the ABMunis town hall on Nov. 30
  - Attended the Alberta Municipal Climate Leaders Caucus meeting on Nov. 30

**3. Councillor Graham**

- a) Bow Valley Wildsmart
  - Lease with ToC signed
  - Looking to design “Opportunity/Innovation Fund” to support creative ideas and opportunities to be explored by Executive Director
  - Looking for greater Gender and Ethnic Diversity on future boards.
  - Hosted Creative Combat 9.0. Early accounts are that it was very successful.
- b) Canmore Community Housing
  - Defer to Coun Hilstad
- c) Canmore Mountain Arts Foundation
  - Lease with ToC signed
  - Looking to design “Opportunity/Innovation Fund” to support creative ideas and opportunities to be explored by Executive Director
  - Looking for greater Gender and Ethnic Diversity on future boards.
  - Hosted Creative Combat 9.0. Early accounts are that it was very successful.

- d) Livability Task Force
  - Final wrap up meeting. Recommendations to be presented to Council Jan 6 2024
- e) Other points of interest
  - Firehall Tour
  - Human Wildlife Coexistence Workshop
  - Service Level Review Workshop
  - Banff Canmore Community Foundation Fall Gathering
  - Informal meeting with ED of Bowda
  - Finance Committee Meetings

**4. Councillor Hilstad**

a) Canmore Community Housing

**Ownership:**

- CCH was able to facilitate the regular Information Session on November 8th as planned, and the December 6th session. Both sessions saw full registration.
- The Ownership waitlist currently sits at 234 households.
- One unit at Wolf Willow (WW) has sold in early December, with one closing having to move into January. One SCMV unit sale closed on November 27.
- CCH continues to see the highest need for three-bedroom units to be added to CCH inventory for long term housing options for our young families and professional couples who are just starting out and looking to the future to expand their family and grow into their space, all while investing in themselves through ownership.

**Rental:**

- The Rent Waitlist was at 190 in November.
- All properties are at 100% occupancy. One tenant moved out suddenly close to the end of October, PEKA has placed a new tenant in the unit as of November 17, 2023. A second unit at Hector will move in on Jan. 1, 2024 after some in-suite maintenance is completed in December.
- The two CCH units at Wolf Willow that became vacant on November 16th and December 4th are anticipated to be able to be ready for sale by mid-December, with showings to take place early in the new year.
- The current average approximate wait time for a unit within the Rent Program for those on the CCH waitlist is now greater than one year. We see the most need for one-bedroom units from our Waitlist.

b) Canmore Planning Commission

- PL20230003  
829 8th (Main) Street  
Lot 13, Block 49, Plan 1095F  
Variances: Increase maximum height of building, increase maximum floor area ratio, allow for the second and third floor balconies to be of a consistent setback in relation to the north



(8th Street) property line, accept the overall building design in relation to the Land Use Bylaw design criteria for commercial and mixed-use buildings.

Approved by the Canmore Planning Commission

- PL20220317  
Unit A, 1 Industrial Place  
UNIT A, Plan 2211103  
Variances: Changes to Employee Housing which include increase unit count from 26 to 43, change to unit layout and range of unit types (studio units, 1-3 bedroom units and 4 bedroom with shared facilities), and addition of common rooftop amenity space. Changes to Site Works including landscaping and parking. Increase in trees and shrubs and a decrease in number of parking stalls from 106 to 100. Changes to Building Architecture which include increased roof and eaveline height and changes to the overall building architecture and design.  
Approved by the Canmore Planning Commission
- PL20230343  
1734 Bow Valley Trail  
Block A, Plan 6122JK  
Variances: No new variances.  
Approved by the Canmore Planning Commission

- c) CAO Performance Review Committee
  - Nothing new to report.
- d) Enforcement Appeal Review Committee
  - Nothing new to report.
- e) Heliport Monitoring Committee
  - Nothing new to report.
- f) Municipal Emergency Advisory Committee
  - I defer to Mayor Krausert's report.

## 2. Councillor Mah

- a) Bow Valley Waste Management Commission
  - I am pleased to announce that Canmore's representative, Karen Marra is now the Chairperson for the commission! Having served on the commission for multiple years, Karen will continue the steady and consistent leadership from outgoing Chair, Grant Canning.
  - Jen Smith, Councillor from MD Bighorn is now serving as the vice-chair.
  - The Commission approved the first draft of the 2024 operating and capital budget.
  - I am now on the ED Performance Review committee. Currently we are working on bringing more consistent processes for evaluation.

- The Commission is on firm financial footing and finances are in order.
- b) Biosphere Institute of the Bow Valley
- This past Nov 17th, BIBV hosted its annual Square Dance fundraiser. Numerous people discovered that yes, “They can have lots of fun with their boots on” and it was a successful event.
  - We held a board meeting on Nov 20th, 2023. The 2024 budget was presented and approved.
  - Tentative plans for hosting another “Building for Sustainability” event in 2024 are underway. From this year’s event, arose the “Alberta Building Code: Call to Actions” to solidify commitment towards greener building practices. BOWDA did not sign on to support these actions.
  - After considering overhead and staff time, relative to potential funds raised, BIBV has canceled their 2024 fundraising Gala.
- c) CAO Performance Review Committee
- We have not met yet, therefore nothing to report.
- d) Canmore Community Housing
- I defer to Councillor Hilstad’s report.
- e) Cultural Advisory Committee
- We held our first meeting as a new board on Wed Nov 29th. Jean MacPherson did a great job hosting and Micheline Maylor-Kovitz is our new Chair.
  - It was agreed that we should hold a strategic planning session early in 2024 to clarify the direction and purpose of the CAC moving forward.
- f) Municipal Emergency Advisory Committee
- I defer to Mayor Krausert’s report.
- g) Other points of interest
- On Nov 17th, 2023, I was a guest speaker for the HOWL experience. This was my first time working with the group and it was encouraging to meet diverse students pursuing leadership for their respective communities. The main topic was “Tools to Use for Making Difficult Decisions”.
  - On Nov 27th, 2023, I attended a tour of the new Fire Hall. This is a fantastic facility and project delivery by TOC staff played a critical role (shout out to Leslie Bannister!). Please see attached photo of what must be, the finest view of any window in Canada for Emergency Services!



- Dec 5th, 2023, along with Councillors Marra and McCallum, I attended the Mayor’s Volunteer Celebration at the Canmore Golf and Curling Club. FCCS (in particular Molly Matheson) did a tremendous job hosting and organizing this event. Mayor Krausert delivered the awards with great aplomb, and it was inspiring to see the various ways volunteers make Canmore a better place!

**3. Councillor Marra**

No report this month – Councillor Marra will provide a verbal update at the meeting or answer any questions.

**4. Councillor McCallum**

a) Assessment Review Board

- Nothing to report.

b) Bow Valley Regional Housing

- I defer to Councillor Marra’s report.

c) Canmore Planning Commission

- Nothing to report.

d) Canmore Community Housing

- I defer to Councillor Hilstad’s report.

e) Other points of interest

- Livability Task Force – attended the final meeting on November 27<sup>th</sup>. The report and recommendations will be presented to Council in January.

- New Canmore Fire Hall – I had the opportunity to tour the new net zero fire hall in the Palliser neighbourhood with the rest of Council.
- Mayors Volunteer Celebration – attended this amazing event on December 5<sup>th</sup>. I love seeing all the citizens who are quietly going about their life, working hard to make life better for others. Congratulations to all who were nominated. I have annually live tweeted the event and you can see all the nominees for this year's celebration [here](#).

## Monthly Bulletin

### November 2023



## NEWS, INITIATIVES, AND EVENTS

### Open Houses at our Seniors Lodges!

We held a successful Open House in Banff on November 4. We estimate that around a third of our target audience in Banff (those interested in, or appropriate for lodge living) attended and received the information they were looking for. If you missed it, don't worry, you can contact us at (403) 678-5922 or wait for our next event in the new year.

We had planned to hold an Open House in Canmore on November 25, but a small Covid -19 outbreak has interfered so we will rebook it in the next couple of months. Please stay tuned for more information.

You or someone you care about can age in comfort and dignity in the community at our affordable, and caring seniors' lodges. Our lodges serve independent seniors, where we do the cooking and cleaning, allowing our residents to focus on living well. Residents can arrange to receive Home Care services in the lodges, but otherwise we do not offer healthcare programming except in our Designated Supportive Living wing in Canmore.

### Designated Supportive Living (DSL)

#### Operations

The new program delivers public DSL care to the region and helps keep seniors close to their loved ones and supports in the community longer. The first floor, which will be operated as a secure dementia wing, has yet to open pending hiring. We are working with SE Health on recruitment strategies, including a collaboration on employee housing.



### 2023 Client Satisfaction Survey

The results are in, and they show that overall client satisfaction remained stable at 96% over the past year. Approximately half of our residents from our lodges, independent seniors' apartments and family housing completed the anonymous surveys and 97% of them said they would recommend BVRH to others. We scored 100% satisfaction in staff friendliness and respectfulness! One of our favourite quotes came from a resident of our independent seniors' apartments: "I just want to say thank you to all the staff for the good job you do to make our living enjoyable"!

### 2023 Employee Satisfaction Survey

The results are in, and they show that overall employee satisfaction remained stable at 92% over the past year. Approximately three-quarters of our employees from all departments and facilities completed the anonymous surveys and 94% of them said they would recommend friends to work with BVRH. We scored 95% satisfaction in compensation. One of our favourite comments said, "One of the best places to work in the Bow Valley"!

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**PROGRAM OCCUPANCY RATES**

<b>Bow River Lodge - NSL</b>	93%
<b>Bow River Lodge – DSL</b>	50%
<b>Cascade House</b>	74%
<b>Bow River Homes</b>	100%
<b>Mount Edith House</b>	100%
<b>Community Housing</b>	100%
<b>Rent Supplement</b>	100%

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**SPECIAL PROJECTS****This is Home (Phase 3+)**

Considering stubborn uncertainty in the interest rate markets, rising construction costs and challenges aligning GOA and CMHC funding, we will submit our project proposal to Alberta Seniors, Community, and Social Supports in 2024. This will allow us to develop greater certainty toward future capital and operational sustainability.

These projects, if approved, will refresh much of our Community and Seniors' Independent Housing stock while adding different types and affordability levels of housing to the region in Canmore and perhaps elsewhere. We hope that the GOA will appreciate and be able to approve the opportunity here and that we will be able to collaborate with them, the Town of Canmore, and ideally other Housing Agencies to address some of the housing crisis in the Bow Valley.

# **BOW VALLEY REGIONAL HOUSING**

Alberta's HMBs were created by the Government of Alberta (GOA) to 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), serving 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. HMBs function as property managers for the Province, often working to address relevant housing needs in their region.

Every municipality in Alberta is a contributing member of their regional HMB and, as such, must have at least one appointee serving on the governing board. HMB board members are responsible for acting in the best interests of the body and the entire region.

HMB operational funding sources can vary. Tenants pay accommodation fees, which are usually subject to affordability limits. These limits typically lead to operating deficits by constraining the ability to collect fees sufficient to cover operations costs fully. 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 28,000 people. Our five contributing municipalities are Kananaskis ID, MD of Bighorn, Banff, Canmore, and Improvement District No9. Residents of the region can access our programs, subject to eligibility requirements.

We are an independent body that collaborates with two provincial ministries, five municipal governments, numerous agencies in our region, and provincial organizations to provide and promote safe and appropriate housing. Please see [www.bvrh.ca](http://www.bvrh.ca) for contact information.

## **OUR MISSION STATEMENT**

Bow Valley Regional Housing provides accommodation services, including seniors' supportive living for Bow Valley region residents who struggle to secure and maintain income-appropriate housing.

We provide housing-related programs to approximately 400 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 houses.

Our projects include the following:

- Seniors' lodges in Canmore and Banff provide room and board to the 150 residents.
  - The DSL wing at Bow River Lodge in Canmore delivers designated supportive living to the region through sixty 24-hour care suites that provide appropriate care and accommodation to our vulnerable seniors.
- Seniors' self-contained independent housing buildings in Canmore and Banff that include a total of 62 one-bedroom apartments.
- Family housing residences in Canmore include 38 townhouses and 20 houses.

- Rent Supplement Programs currently provide financial assistance to approximately 60 households in the Bow Valley.
- Planning is underway to convert a 15-suite lodge wing into housing.
- Planning is underway for re-profiling a part of the Bow River Lodge site to increase the number of seniors' self-contained suites while adding other affordable housing options.

## OUR VISION STATEMENT

Bow Valley Regional Housing collaborates with relevant agencies, ensuring that suitable programming mitigates the housing needs of our client base.

- We make decisions and recommendations using relevant and valid community trends and housing needs data.
- We obtain funding to develop infrastructure that meets identified needs in social and supportive income-appropriate housing programs.
- We embrace principles that incorporate innovation, service excellence, best practices, and energy efficiency.
- We attract, retain, and support highly qualified and caring staff.

The BVRH team includes approximately fifty employees based at Bow River Seniors Lodge in Canmore and Cascade House in Banff. Our Central Administration and Maintenance Teams are based in Canmore and serve all our projects. We have dedicated Housekeeping and Food Services Teams at both lodges.

## OUR VALUES



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



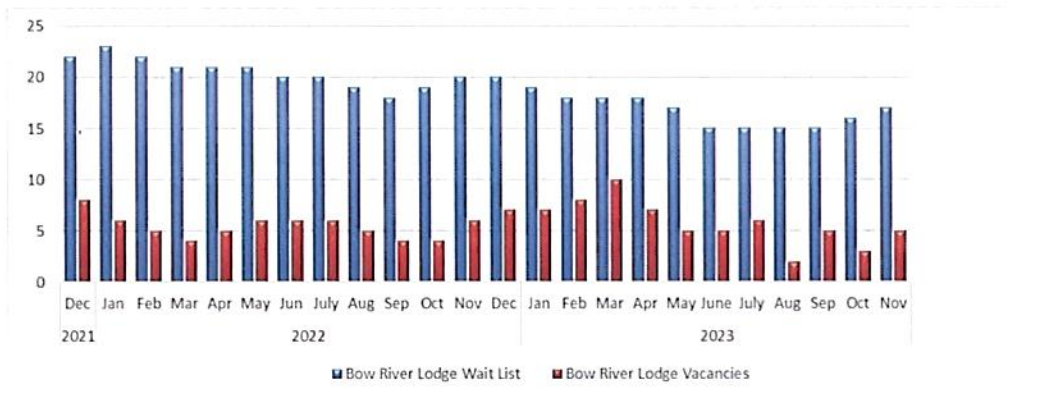
# November 2023 Occupancy & Waitlist Report



## Bow River Seniors Lodge in Canmore

Occupancy and waitlist as of November 16, 2023:

- 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 the following:
  - Five are utilized as storage or amenity space.
  - Three are being rehabilitated (one was a former office)
- 93% of the habitable suites are occupied or awarded pending move-in.
- Seventeen candidate households are wait-listed, and most are not ready to move in.



## Bow River Seniors Lodge – DSL Wing in Canmore

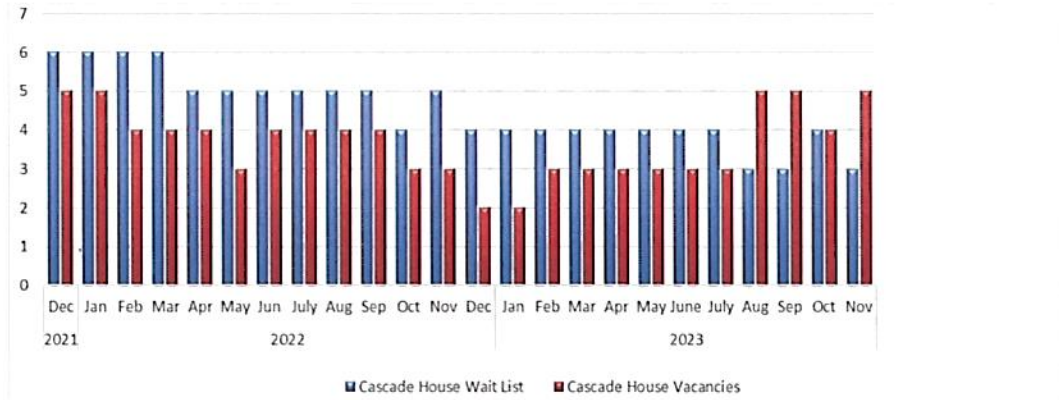
Occupancy as of November 16, 2023:

- There are thirty residents in Designated Supportive Living 4 (DSL4).
- First floor – dementia unit - not yet operational, pending staffing.
- Second floor – care unit at 100% occupancy
- AHS controls the admissions process; we are not privy to waitlist information.

## Cascade House (Seniors Lodge) in Banff

Occupancy and waitlist as of November 16, 2023:

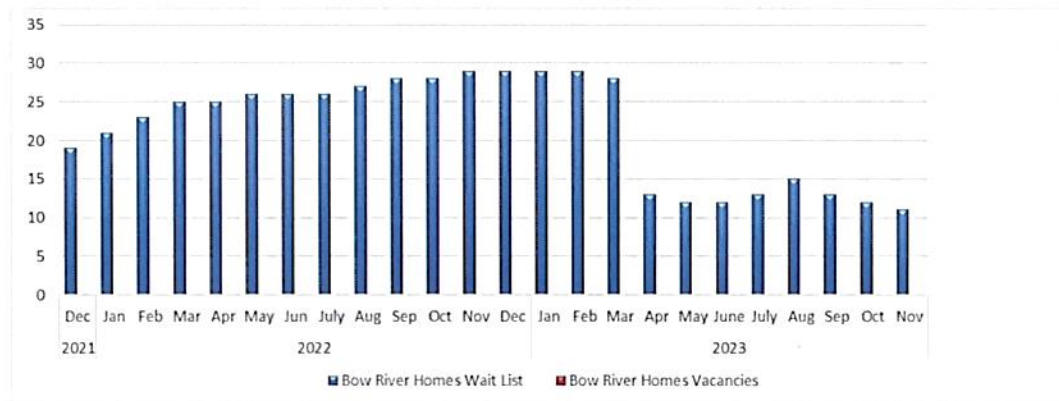
- The lodge has twenty-two residential suites.
- Of those suites, nineteen are occupied or available for occupancy.
- The other suite is not available for occupancy. They are not captured in the chart below but include the following:
  - Three are being rehabilitated.
- 74% of the habitable suites are occupied or awarded pending move-in.
- Four 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 November 16, 2023:

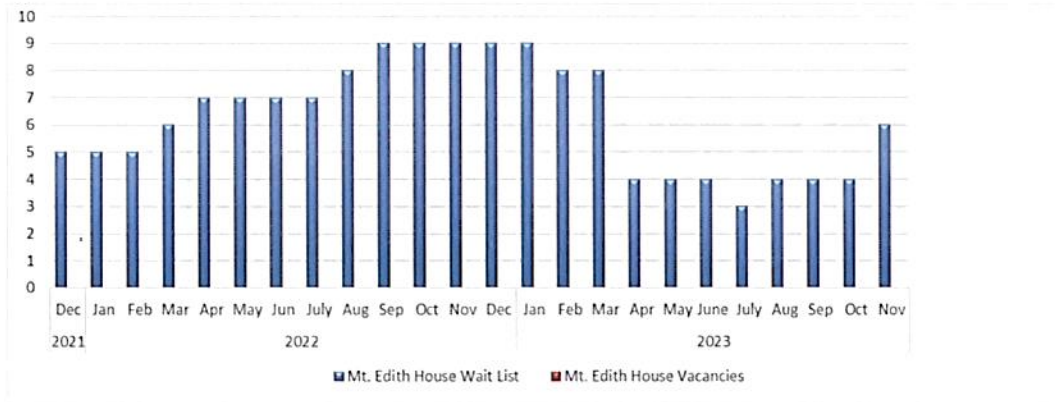
- The project has twenty-eight self-contained residential suites.
- Of those suites, twenty-six are occupied or available for occupancy.
- The other suite is not available for occupancy. They are not captured in the chart below but include the following:
  - Two that are being rehabilitated.
- 100% of the habitable suites are occupied or awarded pending move-in.
- Eleven candidate households are wait-listed.



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

Occupancy and waitlist as of November 16, 2023:

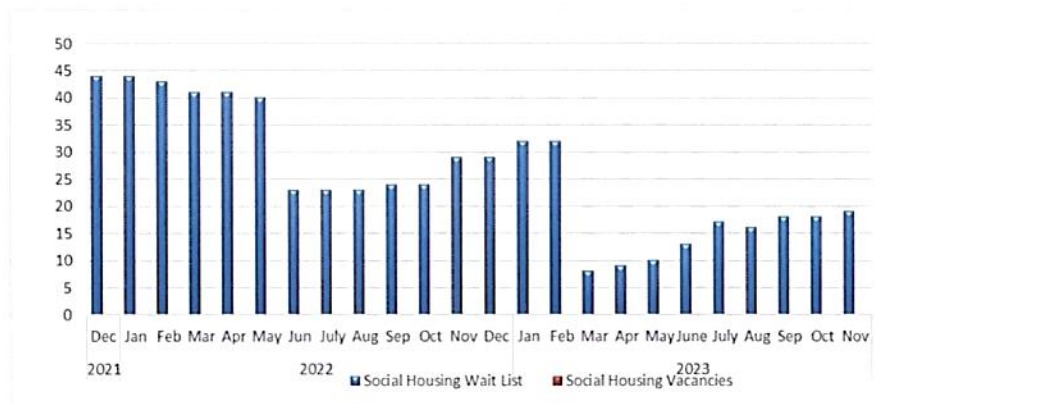
- The building has thirty-four self-contained residential suites.
- Of those suites, thirty-one are occupied or available for occupancy.
- The other suite is not available for occupancy. They are not captured in the chart below but include the following:
  - Three that are being rehabilitated.
- 100% of the habitable suites are occupied or awarded pending move-in.
- Six candidate households are wait-listed.



## Community Housing Projects in Canmore

Occupancy and waitlist as of November 16, 2023:

- 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 the following:
  - Two are being rehabilitated.
- 100% of the habitable suites are occupied.
- Nineteen candidate households are wait-listed.



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

Occupancy and waitlist as of November 16, 2023:

- A monthly budget of \$32,370.00.
- Providing financial subsidies to fifty-two active client households.
- Ten candidate households are wait-listed.
- The monthly subsidy totalled \$27,718.00, averaging \$533.00 per client household.
- Of our active RS client households:
  - 41 live in Canmore
  - 7 live in Banff
  - 1 live in Deadman's Flat
  - 3 live in Exshaw



Regular Board Meeting  
Minutes  
Thursday, October 26, 10:00 a.m.  
Bow River Seniors Lodge, Canmore AB

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**PRESENT:** Lisa Rosvold (Chair), Karen Marra, Joanna McCallum, Barb Pelham, and Don Beaulieu

**ALSO PRESENT:** Ian Wilson (CAO), Greg Hutchings (Operations Manager), Jennifer Comighod (Client Services Manager) and Vicki Lockwood (Controller)

**REGRETS:** Chip Olver, and Anita Szuster

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**1. CALL TO ORDER**

Chairperson L. Rosvold called the meeting to order at 10:07 a.m.

**2. ADOPTION OF AGENDA**

*Motion 23-056: J. McCallum to approve the agenda. Carried unanimously.*

**3. PRESENTATION AND GUESTS**

- a. **Vicki Lockwood, CPA:** presented the Q2 2023 Financial Reports (unaudited).  
*Motion 23-057: K. Marra to accept the Q2 2023 Financial Reports (unaudited) as information. Carried unanimously.*

Vicki Lockwood left the meeting at 10:17 a.m.

**4. APPROVAL OF MINUTES**

- a. **Regular Meeting of the Board:**  
*Motion 23-058: J. McCallum to approve the minutes of October 04, 2023, the regular meeting of the board as presented. Carried unanimously.*

**5. CAO REPORT**

- a. **'This is Home' Redevelopment:** verbal update provided and discussed.  
b. **2024 Supportive Living Budgets Development:** report provided and discussed.  
c. **Meeting with Minister Nixon of Alberta Seniors, Community & Social Supports:** verbal update provided and discussed.  
d. **Housing Needs Assessment:** verbal update provided and discussed.  
e. **2024 ASCHA Convention & Tradeshow:** verbal update provided and discussed.

**6. CORRESPONDENCE AND INFORMATION**

- a. **Fall 2023 Board Appointments:** verbal update provided and discussed.  
b. **October 2023 BVRH Bulletin:** presented and reviewed.  
*Motion 23-059: B. Pelham to accept the report as information. Carried unanimously.*  
c. **October 2023 Occupancy and Waitlist Report:** presented and reviewed.  
*Motion 23-060: B. Pelham to accept the report as information. Carried unanimously.*

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

- a. **Next AGM and Regular Meeting of the Board:**  
November 23, 2023, starting at 10:00 a.m. in Bow River Lodge, Canmore.

8. **ADJOURNMENT**

*Motion 23-061: K. Marra* that the meeting adjourn at 11:25 a.m. Carried unanimously.



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



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

**MINUTES PREPARED BY:** Jennifer Comighod, Client Services Manager



Annual General Meeting Minutes  
 Friday, December 2, 2022, 9:00 a.m.  
 Bow River Seniors Lodge. Canmore, AB

**ONLINE:** Lisa Rosvold, Karen Marra, and Barb Pelham

**TELECONFERENCE:** Joanna McCallum, Chip Olver, Anita Szuster, and Julie Canning

**ALSO PRESENT:** Ian Wilson (CAO), Greg Hutchings (Operations Manager), and Jennifer Comighod (Client Services Manager)

**1. CALL TO ORDER**

Chairperson L. Rosvold called the meeting to order at 9:02 a.m.

**2. ADOPTION OF AGENDA**

*Motion 22-091: K. Marra* to approve the agenda as presented. Carried unanimously.

*Motion 22-092: K. Marra* to approve the AGM to be held in December instead of November due to schedule conflicts. Carried unanimously.

**3. APPROVAL OF MINUTES**

**a. Previous Annual General Meeting**

*Motion 22-093: B. Pelham* that the minutes of the December 03, 2021, annual general meeting be approved with the amendment of 7. Appointment of External Auditor for fiscal periods of January 01, 2021 to December 31, 2021. Carried unanimously.

**4. ELECTION OF OFFICERS**

**a.** L. Rosvold acclaimed as Chairperson (nominated by B. Pelham)

**b.** K. Marra acclaimed as Vice Chairperson (nominated by (J. McCallum)

**5. APPOINTMENT OF COMMITTEES**

**a. Executive Committee**

*Motion 22-094: A. Szuster* that L. Rosvold, K. Marra, and I. Wilson be re-appointed to the Executive Committee as required by BVRH By-law 5.3.1. Carried unanimously.

**b. Personnel Committee**

*Motion 22-095: A. Szuster* that L. Rosvold, K. Marra, J. Canning and J. McCallum (alternate) be appointed to the Personnel Committee. Carried unanimously.

**c. Community Integration Committee**

*Motion 22-096: A. Szuster* that L. Rosvold, K. Marra, and B. Pelham be appointed to the Community Integration Committee. Carried unanimously.

**d. Policy Review Committee**

*Motion 22-097: A. Szuster* that L. Rosvold, J. McCallum, A. Szuster, and C. Olver be appointed to the Policy Review Committee. Carried unanimously.

**6. APPOINTMENT OF AUTHORIZED SIGNATORIES**

*Motion 22-098: C. Olver* to appoint L. Rosvold, K. Marra, J. McCallum, Chief Administrative Officer (CAO), Operations Manager, and Client Services Manager as signing authorities. Carried unanimously.

**7. APPOINTMENT OF EXTERNAL AUDITOR**

*Motion 22-099: B. Pelham* to appoint the auditing firm Kenway Mack Slusarchuk Stewart (KMSS) as external auditor for the fiscal period January 01, 2022, to December 31, 2022. Carried unanimously.

**8. APPOINTMENT OF FINANCIAL INSTITUTION**

*Motion 22-100: K. Marra* to appoint CIBC as the BVRH financial institution. Carried unanimously.

**9. SCHEDULE OF MEETINGS IN 2022**

*Motion 22-101: B. Pelham* that regular meetings of the board be held online or at Bow River Seniors Lodge in Canmore, Alberta, on the fourth Thursday of every month. Carried unanimously.

**10. NEXT ANNUAL GENERAL MEETING**

*Motion 22-102: K. Marra* that the next AGM will be held on November 23, 2023. Carried unanimously.

**11. ADJOURNMENT**

*Motion 22-103: B. Pelham* that the meeting adjourn at 9:43 a.m. Carried unanimously.



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



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

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





### Canmore Rental Statistics for 2023

		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	\$900.00	\$ 1,095.20	\$1,533.33	\$ 1,176.18	\$1,292.86	\$1,200.00	\$1,160.00	\$ 1,217.62	\$1,018.33	\$1,059.00	-	\$ 1,038.67				\$ -	\$ 1,157.34
	Median	\$900.00	\$ 1,150.00	\$1,400.00	\$ 1,150.00	\$1,200.00	\$1,200.00	\$1,200.00	\$ 1,200.00	\$925.00	\$995.00	-	\$ 960.00				\$ -	\$ 1,175.00
	Available	1	5	3	3	7	2	5	5	6	5	0	4				0	4
Studio	Average				\$ -			\$900.00	\$ 900.00				\$ -	\$1,350.00			\$ 1,350.00	\$ 1,125.00
	Median				\$ -			\$900.00	\$ 900.00				\$ -	\$1,350.00			\$ 1,350.00	\$1,125.00
	Available	0	0	0	0	0	0	1	0	0	0	0	0	1			1	0
1 Bedroom	Average	\$2,218.50	\$ 3,250.00	\$1,816.67	\$ 2,428.39	\$2,133.33	\$2,095.83	\$2,391.11	\$ 2,206.76	\$2,395.00	\$2,291.25	\$ 2,618.75	\$ 2,435.00	\$2,391.67	\$3,278.89		\$ 2,835.28	\$ 2,443.73
	Median	\$2,100.00	\$ 3,250.00	\$1,500.00	\$ 2,100.00	\$2,200.00	\$2,100.00	\$2,400.00	\$ 2,200.00	\$2,300.00	\$2,075.00	\$ 2,700.00	\$ 2,300.00	\$2,500.00	\$3,000.00		\$ 2,750.00	\$2,300.00
	Available	10	2	3	5	9	12	9	10	11	20	8	13	6	1		4	8
2 Bedroom	Average	\$2,745.42	\$ 3,076.82	\$3,203.00	\$ 3,008.41	\$2,673.44	\$3,007.72	\$2,773.89	\$ 2,818.35	\$2,579.25	\$2,842.00	\$ 4,301.96	\$ 3,241.07	\$2,973.00	\$3,278.89		\$ 3,125.94	\$ 3,041.40
	Median	\$2,700.00	\$ 2,900.00	\$3,150.00	\$ 2,900.00	\$2,700.00	\$2,825.00	\$2,800.00	\$ 2,800.00	\$2,612.50	\$2,550.00	\$ 2,900.00	\$ 2,612.50	\$2,845.00	\$3,000.00		\$ 2,922.50	\$2,825.00
	Available	12	11	9	11	16	18	18	17	20	22	27	23	20	18		19	17
3 Bedroom	Average	\$4,480.00	\$ 4,691.67	\$4,484.67	\$ 4,552.11	\$4,099.72	\$4,190.79	\$4,815.00	\$ 4,368.50	\$4,354.32	\$4,172.04	\$ 4,955.82	\$ 4,494.06	\$5,221.43	\$4,160.00		\$ 4,690.71	\$ 4,511.41
	Median	\$3,750.00	\$ 4,625.00	\$4,450.00	\$ 4,450.00	\$3,850.00	\$4,000.00	\$4,100.00	\$ 4,000.00	\$3,800.00	\$3,750.00	\$ 5,000.00	\$ 3,800.00	\$5,450.00	\$4,050.00		\$ 4,750.00	\$4,050.00
	Available	5	6	15	9	18	19	15	17	22	27	17	22	7	10		9	15
4+Bedroom	Average	\$5,133.57	\$ 4,517.00	\$6,596.67	\$ 5,415.75	\$8,475.00	\$5,700.00	\$5,550.00	\$ 6,575.00	\$5,487.50	\$4,800.00	\$ 5,850.00	\$ 5,379.17	\$5,000.00	\$5,000.00		\$ 5,000.00	\$ 5,646.34
	Median	\$4,750.00	\$ 4,995.00	\$5,000.00	\$ 4,995.00	\$8,475.00	\$5,700.00	\$5,700.00	\$ 5,700.00	\$5,875.00	\$4,600.00	\$ 5,950.00	\$ 5,875.00	\$5,000.00	\$5,000.00		\$ 5,000.00	\$5,000.00
	Available	7	5	3	5	2	2	4	3	4	7	3	5	2	2		2	4
Summary Total Studio-4		34	24	30	88	45	51	47	143	57	76	55	188	36	31	0	67	486

### 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	\$863.33	\$ 988.15	\$895.00	\$ 995.00	\$1,056.25	\$ 982.08	\$ 934.17
	Median	\$800.00	\$ 900.00	\$762.50	\$ 800.00	\$900.00	-	\$950.00	\$ 925.00	\$1,200.00	\$900.00	\$875.00	\$ 900.00	\$935.00	\$ 885.00	\$1,100.00	\$ 935.00	\$ 900.00
	Available	9	6	4	6	8	0	6	5	2	9	3	5	3	6	8	6	5
Studio	Average	\$1,300.00	\$900.00	-	\$ 1,100.00	-	\$1,300.00	-	\$ 1,300.00	\$ 1,400.00	\$ 1,525.00	\$1,075.00	\$ 1,333.33	\$1,200.00	\$1,000.00	\$1,375.00	\$ 1,191.67	\$ 1,230.56
	Median	\$1,300.00	\$900.00	-	\$ 1,100.00	-	\$1,300.00	-	\$ 1,300.00	\$ 1,400.00	\$ 1,525.00	\$1,075.00	\$ 1,400.00	\$1,200.00	\$1,000.00	\$1,375.00	\$ 1,200.00	\$ 1,300.00
	Available	2	1	0	1	0	1	0	0	1	1	1	1	1	1	1	1	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	\$ 1,954.00	\$ 2,020.00	\$2,031.33	\$ 2,278.75	\$ 2,188.38	\$ 2,166.16	\$ 1,931.43
	Median	\$1,700.00	\$ 1,847.50	\$1,695.00	\$ 1,700.00	\$1,525.00	\$1,750.00	\$2,100.00	\$ 1,750.00	\$2,100.00	\$2,050.00	\$ 1,837.50	\$ 2,050.00	\$2,011.00	\$ 2,200.00	\$ 1,900.00	\$ 2,011.00	\$ 1,873.75
	Available	5	6	9	7	8	6	3	6	5	14	10	10	12	12	13	12	9
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	\$ 2,799.28	\$ 2,803.71	\$2,811.63	\$2,810.56	\$ 2,749.00	\$ 2,790.40	\$ 2,735.26
	Median	\$2,250.00	\$ 2,850.00	\$2,747.50	\$ 2,747.50	\$2,199.50	\$2,324.50	\$2,550.00	\$ 2,324.50	\$2,697.50	\$2,600.00	\$ 2,700.00	\$ 2,697.50	\$2,700.00	\$ 2,700.00	\$ 2,500.00	\$ 2,700.00	\$ 2,648.75
	Available	21	16	18	18	18	14	26	19	26	35	29	30	27	27	15	23	23
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	\$ 3,903.21	\$3,745.94	\$3,947.57	\$4,704.14	\$ 4,722.67	\$4,458.13	\$3,960.82
	Median	\$3,450.00	\$ 3,400.00	\$4,000.00	\$ 3,450.00	\$3,450.00	\$3,400.00	\$3,400.00	\$ 3,400.00	\$3,500.00	\$3,500.00	\$ 3,550.00	\$ 3,500.00	\$3,600.00	\$4,625.00	\$ 3,750.00	\$ 3,750.00	\$ 3,500.00
	Available	14	11	11	12	16	17	13	15	7	22	14	14	21	14	9	15	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	\$ 5,950.00	\$ 5,204.17	\$5,519.17	\$3,140.00	\$ 3,596.67	\$ 4,085.28	\$ 5,099.44
	Median	\$3,600.00	\$ 3,250.00	\$3,000.00	\$ 3,250.00	\$8,000.00	\$8,000.00	\$6,500.00	\$ 8,000.00	\$4,800.00	\$4,250.00	\$ 5,500.00	\$ 4,800.00	\$5,200.00	\$3,140.00	\$ 3,790.00	\$ 3,790.00	\$ 4,525.00
	Available	1	3	3	2	3	5	2	3	1	8	6	5	6	2	3	4	4
Summary Total Studio-4		43	37	41	121	45	43	44	132	40	80	60	180	67	56	41	164	597

Sources: Asset West, PEKA, ReMax, RMO, Peak Estates, Rent Faster, Kijiji

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

<b>CCH OPERATIONS REPORT</b>										
<b>November 2023</b>										
	OWN Program			RENT Program						
<b>Wait List:</b>	235	+6 over last month	191				+7 over last month			
<b>Applications YTD:</b>	120	+5 over last month +67 over STLY	183				+4 over last month +35 over STLY			
<i>Applications Received/Processed 2022:</i>	72			154						
<b>Inquiries YTD:</b>	287	+41 over last month +98 over STLY	436				+55 over last month +225 over STLY			
<i>Inquiries 2022:</i>	227 Total			238 Total						
<b>Current Occupancy:</b>			100%	Hector	100%	McArthur	100%	Wolf Willow	100%	NLCC
<b>Total Vital Home Units:</b>	163	1 Unit FSBCCH-SCMV-SOLD 1 unit FSBCCH-WW-C/S	60		48		4		1	
<b>Turnover YTD:</b>	7%	12	12%	8	19%	9	29%	2	0%	0
<i>Turnover 2022:</i>	12%	19 sales (19/157)	18%	11 Units (11/60)	31%	15 units (15/48)	30%	3 Units (3/9)	0%	0
<b>↑ Above numbers updated as of November 30, 2023 ↑</b>										

Appendix A - Committee of Whole report

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

30-Nov-23

Year	Vital Homes Homeownership Program		Total	Resales	New Inventory
	Resales	New Inventory			
2023	6	6	12	4WW, 1GRL, 1MR	5AL,1WW
2022	9	10	19	5WW, 3HB,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	<u>3</u>	<u>21</u>	<u>24</u>	3CR	17HB, 4CML
<b>Total</b>	<b><u>41</u></b>	<b><u>78</u></b>	<b><u>119</u></b>		
Wolf Willow (2021)		<b>44</b>			

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

**DATE OF MEETING:**

December 19, 2023

**Agenda #: F-1**

## **A. Corporate Strategic Team**

### **1. CAO**

- a) With the General Manager of Municipal Services attended a meeting with Trent Forsberg, Director of Victim Services of the Government of Alberta to discuss the transition of local Bow Valley Victim Services to the new regional model and to understand options for municipalities to take on this service.
- b) Met with representatives of TSMVPL to discuss process and schedule for advancing the newly approved Village and Smith Creek ASPs.
- c) Our management team spent one day working with local facilitators Kathi Irvine and Geoff Powter on leadership development and building joy, grace, and dignity in our work.
- d) Met with a group of staff to advance work on improving communication and closing loopholes around illegal rentals. Planning a workshop with Council on this topic in the new year.
- e) Participated in the Town's annual Health & Safety program audit.
- f) Lisa Brown, former Manager of Community Social Development, has been named to the Government of Canada's National Advisory Council on Poverty. The Council was formed through an open, transparent, and merit-based selection process. Lisa's excellent work with the Town and commitment to actions that reduce poverty made her a strong candidate. We are really proud of Lisa and were thrilled to be able to recommend her for the Council. We look forward to her ongoing contributions to this work.

### **2. General Manager of Municipal Services**

- a) Completed a Director of Emergency Management training course provided by the Alberta Emergency Management Agency.

### **3. General Manager of Corporate Services**

- a) Attended a meeting with Shiva Dean and Nick Benham of Hokanson Capital to discuss their interest in developing additional purpose-built rental units in Canmore. Hokanson Capital is the owner of the Coast Hotel and developed the Peaks.

### **4. General Manager of Municipal Infrastructure**

- a) Awarded a standing offer for Development Services for Non-market & Affordable Housing to ground cubed, who will provide consulting and project management services for a range of Town-led affordable housing initiatives, including but not limited to development consulting, site planning, funding, and exploration of models for the provision of housing. ground cubed will play a key role in advancing Town work on the 'moustache lands' in Palliser, as well as other projects identified in the Housing Action Plan approved by Council in June 2023.
- b) Continued to advance the Bow Vally Indigenous and Allies Working Group by hosting a meeting of the group in Canmore in early December.

- c) Attended pre-application meetings with TSMVPL to review application requirements for advancing the land use and conceptual scheme applications for phase 1 of the newly approved Village ASP. The application was submitted to the Town on December 12, 2023.
- d) With representatives from Sustainability and Municipal Enforcement, attended a Human Wildlife Coexistence Technical Working Group meeting on December 11<sup>th</sup>.

## 5. Legal

- a) As identified in the October 24 special meeting Request for Decision report, the Court Order dismissing the Town's appeal of the LPRT decision allowed TSMVPL to seek costs against the Town. Allowing the successful party to seek costs is a common litigation procedure and the amount of recoverable costs is typically determined with reference to a tariff (a Schedule) under the Rules of Court. The October 24<sup>th</sup> report included TSMVPL's initial cost proposal of \$129,600 plus GST and disbursements. Through legal representatives the Town and TSMVPL have agreed to settle these costs for \$52,650 plus GST and disbursements, with additional agreement to a without-cost discontinuance of the two judicial review applications brought by TSMVPL against the Town. The court documents confirming the costs in the Court of Appeal matter and the discontinuance of the two judicial review applications have been filed.

## B. MUNICIPAL SERVICES

### 1. Community Social Development

- a) Two FCSS staff attended the annual FCSSAA Conference November 22 - 24 in Edmonton. Premiere Daneille Smith and Minister Jason Nixon spoke to the delegates showing support for the FCSS program and giving thanks for the work being done to help Albertans. There were sessions about indigenous learning, seniors programming and aligning local work to the FCSS Provincial Framework. Tara Gilchrist provided a breakout session to 110 delegates called "Recruiting and Retaining Volunteers".
- b) Attended the Bow Valley Immigration Partnership (BVIP) leaders meeting in Banff on November 15. The Immigration, Refugee and Citizenship Canada (IRCC) call for proposals which only opens every five years, opens this fall and is the primary funding supporting BVIP. Community leaders were gathered to learn about local, provincial, and federal trends in immigration/integration and to provide ideas and local needs. This information will help ensure a well informed and partner supported funding submission.

### 2. Recreation Services

- a) As a result of staff shortages in both Recreation and Facilities, Elevation Place will operate with reduced hours for approximately two weeks in late December/early January. Facility users can access the most up to date schedules by visiting [canmore.ca/recreationcalendar](http://canmore.ca/recreationcalendar).
- b) Visitation at Elevation Place remains high throughout the fall season. The door count (up until Nov 18, 2023) was 496,863. In 2019, the annual door count was 630,380. Average membership numbers in 2019 was 2,832 members, with the current average in 2023 at 3,056 members.
- c) Recreation has been working with the Homelessness Society of the Bow Valley to administer access to Scout Hall as directed by Council. A user group meeting was held to answer questions related to the operation of the shelter. Neighbour engagement has also taken place by the HSBV. The shelter opening date is currently scheduled for Mon, Dec 11, 2023.

- d) The Canmore Recreation Centre (CRC) hosted the Artisan Market, which is a fundraiser for the Canmore Preschool Society on the weekend of Nov 18-19. This is the first time this event has occurred at the CRC. The weekend door count was 8,000, up from 2,245 last year.

### 3. Fire-Rescue

- a) Call volume (Nov. 30):
- 831 year-to-date 2023
    - 435 medical co-response - 396 fire-rescue
  - 712 year-to-date 2022
    - 348 medical co-response - 364 fire-rescue
  - 2023 currently shows a 17% increase in call volume compared to 2022
    - 25% increase in medical co-response
    - 9 % increase in fire-rescue calls
- b) New Fire Station update:
- Town-supplied equipment: breathing air compressor, bunker gear washer and dryer have been installed
  - Projected operational date is late January 2024
  - Trailers and storage sea cans moved to the East side of the building

### 4. Protective Services

- a) See attached RCMP Q1 Community Letter and Q2 Community Report.
- b) A pop-up emergency management engagement event was held at Elevation Place on November 15 between 3:30-6:30. During this time, the Director of Emergency Management encouraged residents and visitors to sign up for the Town of Canmore's emergency alert notification system through Voyent! Alert and discussed other matters important to residents, such as wildfire threat, how to prepare for an evacuation, and how to get kids involved in preparing for disasters.
- c) The Municipal Enforcement department assisted with the Royal LePage Solutions Food Drive for the Bow Valley Food Bank event.
- d) Community Peace Officers continue to engage with the community in different ways, such as attending a Toys Together program at the Family Connection Centre to meet with families or dropping by the Canmore Recreation Centre during the lunch hour to chat with youth. These engagements provide community members with the opportunity to ask questions in a more informal setting and create comfort and familiarity with the Municipal Enforcement team.
- e) A Community Peace Officer did an educational patrol looking for businesses with open doors on November 22. Overall, there was excellent compliance with the Open-Door section of the Community Standard Bylaw, and education was done with one business owner who was not aware of the updated bylaw.

### 5. Economic Development

- a) Annual Business Licence renewals went out on November 29<sup>th</sup>, 2023.
- b) Business Lunch and Learn on Google My Business and Search Engine Optimization (SEO) was held on November 4<sup>th</sup> with the Digital Service Squad. 27 Canmore-based businesses registered to attend. Canmore partners with other regional municipalities and Community Futures Centre

- West to deliver this program and services to our business community. To date, 70 Canmore businesses have received 8-12 hours of one-on-one support to increase their digital capacity.
- c) Ring it in at the Rink is back! The community is invited to celebrate New Year's Eve at the Canmore Recreation Centre from 5-8 pm with performances from local musicians, DJ dance parties, ice skating, crafts, a photo booth and more. The pyrotechnic show will take place at 8 pm with viewing from the field outside the Canmore Recreation Centre. New Year's Eve Fireworks will take place at midnight from Millennium Park.

## C. CORPORATE SERVICES

### 1. Human Resources

- a) Orientation for the Council Remuneration Committee was held November 30, 2023.
- b) The HR department continues to forward facilitated training in support of the strategic priorities around Reconciliation, Equity, Diversity and Inclusion, and mental health/resiliency. Key training in November included:
- Nov 6 – The Working Mind Manager/Supervisor facilitated by the Mental Health Commission of Canada
  - Nov 15 – Transformative Conversations facilitated by Harmony@Work
  - Nov 16 – The Working Mind Employee facilitated by the Mental Health Commission of Canada
- c) Upcoming training in December:
- Dec 4 - Cultural (Indigenous) Awareness Training 2.0 facilitated by SevGen
  - Dec 7 – Customer Service & De-escalation Training facilitated by the Canadian Mental Health Association
  - Dec 14 – The Working Mind Employee facilitated by the Mental Health Commission of Canada
- d) As part of our participation in the WCB Partners in Injury Reduction Program (PIR), the Town holds a Certificate of Recognition (COR). In order to maintain our COR, the Town must perform an annual audit of our safety program, performed by certified auditors, using a predefined audit tool and process. This year in-house auditors Alison McCrum, Catherine Charchun, and Amberle Boscy completed the audit, submitting a final report to the Alberta Municipal Health and Safety Association (AMHSA) for quality review, and official certification recognition. Thank you to our internal auditors and all participating staff for supporting and maintaining this valuable program.
- e) An arbitrator has been appointed and a date set for the Town's pending arbitration hearing with the IAFF. Arbitrator Andrew Robertson has been appointed and hearing dates are set to occur via Zoom on September 17-20, 2024.

### 2. Communication

- a) A new campaign for Recreation's annual punch pass sale called "Join Our Pack" has been developed and is currently underway.
- b) Public engagement on the Climate Emergency Action Plan continued in November, with an online survey, webinars and focus groups.

## D. MUNICIPAL INFRASTRUCTURE

### 1. Engineering Services

- a) Cougar Creek Long-term Mitigation – Work is progressing well on the main embankment structure. Winter shutdown for embankment construction planned between lift 4 and 5 in December. Other activities including spillway blasting, and sheet pile installation will progress over the winter in preparation for embankment construction to resume in April. On track for completion in fall 2024. Photo below was taken on November 22, 2023 and shows completion to top of lift 4.



### 2. Public Works

- a) Parks
- Mountain Pine Beetle: The ground survey has been successfully completed, and a total of 63 infested trees have been identified for removal. The fell and burn tender was issued on November 17th, 2023, with the scheduled work to take place between December 18th and January 26th.
  - The flooding plans for the outdoor ice rinks are set to commence, pending favorable weather conditions.
- b) Streets and Roads
- The Fleet Services Team has returned to normal operating capacity after hiring a new heavy-duty technician (in place for about a month now). Contracted services and support received from various departments helped during a challenging time.
- c) Solid Waste Services
- Boulder Recycling Depot Hours: The hours at the 115 Boulder Crescent Recycling Depot have changed to 8:30 am to 4:30pm (from 8am to 5pm). The change is to provide the operations team more time to ensure the facility is clean and tidy, which often requires the use of machinery on the public side. There have been no incidents, however staff are



stopping work to wait for the public to finish using the depot facility before they can continue working, which is not an efficient use of time.

- Leaf & Yard Waste Services: Due to the unseasonably dry weather the leaf and grass collection bins remained available until late November. Residents have continued to drop off leaf and grass material. The branches bin stays out all year long.

d) Utilities

- Regulatory: No reportable contraventions
- Service Interruptions:
  - October 20<sup>th</sup>: A home along 3<sup>rd</sup> Street had a low-pressure sewer leak on the private side of the service. The repair is the responsibility of the homeowner.
  - October 29<sup>th</sup>: There was a water main break in the morning on 13<sup>th</sup> Street (near 7<sup>th</sup> Avenue) that had water surfacing. EPCOR responded to apply dichlorination pucks, add barricades to affected roadways and adjust water valves to reduce pressure / water loss. The repair was completed in the afternoon on October 30<sup>th</sup>.
  - November 13<sup>th</sup>: A home on 14<sup>th</sup> Street experienced a sewer back up. EPCOR confirmed the blockage was in the main (located in the street) and flushed the lines to remove any obstructions.
- Staffing: The Town's new Water Resource Engineer, Shannon Woods, will begin with the Town on December 11, 2023.

e) Sustainability

- Climate Emergency Action Plan public engagement wrapped up at the beginning of December. The final report will be presented to Council in mid-2024.
- Council participated in a half day workshop on November 28<sup>th</sup> for the development of the Human Wildlife Coexistence Implementation and Action Plan.
- The Financing Resilient Infrastructure Project was finalized on December 13<sup>th</sup>. Administration now has three project profiles on hand should future funding opportunities become available.
- A member of the Environment and Sustainability team accompanied Mayor Krausert to the Local Climate Action Summit as part of the United Nations Climate Change Conference – Conference of the Parties (COP28) in Dubai in early December. The Town was among a handful of Canadian municipalities invited to attend with all expenses covered by the Conference.



2023-11-15

Sergeant Jack Wrobel  
Acting Detachment Commander  
Canmore, Alberta

Dear Caitlin Miller,

Please find the quarterly Community Policing Report attached that covers the July to September 30<sup>th</sup>, 2023 reporting period. The attached report outlines a quarterly snapshot of the human resources, financial data and crime statistics for the Canmore RCMP Detachment.

As part of the Alberta RCMP's ongoing priority to ensure public safety, encouraging citizens to report all crimes plays a vital role in building community well-being. We recognize that non-urgent crimes such as minor thefts and property crime may go unreported due to various reasons such as perceived insignificance or fear of inconvenience. Thus, the Alberta RCMP continues to engage citizens on the importance of reporting non-urgent crimes to help us optimize our crime prevention efforts.

To help facilitate this, we have made reporting of non-urgent crime easier through the Alberta RCMP APP (available as a free download on the [Apple App Store](#) or [Google Play](#)). Online crime reporting offers a convenient way for citizens to report non-emergent crime to Alberta RCMP from their computer or smartphone without having to phone or visit the police detachment.

An informed community is a safer community. Here are some reasons why online reporting of non-urgent crimes matters:

- Alberta RCMP police officers in the Call Back Unit are responsible for investigating online crime reports, thus reducing the need for frontline police officers to respond. Encouraging the public to use online crime reporting gives the Detachment frontline officers an opportunity to spend more of their time for proactive policing activities in the community.
- Non-urgent online crime reporting also has the potential to reduce those same non-urgent phone calls to our 911 Operators (OCCS) and Detachment Staff.



- The Alberta RCMP encourages citizens to report every crime to allow us to leverage reliable data to identify patterns and trends in criminal activities in our communities. We also use this intelligence to distribute our resources strategically and ensure that our police officers are deployed where they are most needed.

Thank you for your ongoing support and continued guidance in ensuring that we are consistently meeting your community's evolving policing needs. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

Sergeant Jack Wrobel  
Acting Detachment Commander  
Canmore RCMP



## RCMP Municipal Policing Report

<b>Detachment</b>	Canmore
<b>Detachment Commander</b>	Sgt. Jack Wrobel
<b>Quarter</b>	Q2
<b>Date of Report</b>	2023-11-14

### Community Consultations

<b>Date</b>	2023-07-01
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Canmore RCMP attended the Canada Day Parade and Community celebration.
<b>Notes/Comments</b>	6 active and retired members marched in Red Serge during this event with public order enhanced policing for crowd control/community engagement.

<b>Date</b>	2023-07-06
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Meeting with Fire Chief / Protective Services Manager
<b>Notes/Comments</b>	Emergency management meeting

<b>Date</b>	2023-07-07
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Calgary Stampede
<b>Notes/Comments</b>	2 RCMP and 1 Support Staff from Canmore RCMP participated in Calgary Stampede Parade



<b>Date</b>	2023-07-10
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Meeting with Protective Services
<b>Notes/Comments</b>	Traffic Enforcement, Bylaws and upcoming Laser/Radar training in August

<b>Date</b>	2023-07-12
<b>Meeting Type</b>	Meeting with Elected Officials
<b>Topics Discussed</b>	Town of Canmore
<b>Notes/Comments</b>	Completed the ATE Review with the Province

<b>Date</b>	2023-07-13
<b>Meeting Type</b>	Meeting with Elected Officials
<b>Topics Discussed</b>	Town of Canmore
<b>Notes/Comments</b>	Completed Media interview for the upcoming Positive Ticketing initiative to increase public safety and community engagement

<b>Date</b>	2023-07-15
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Attended Outlaw Motorcycle Gang event
<b>Notes/Comments</b>	Attended JFO in the Bow Valley to maintain public order and safety.



<b>Date</b>	2023-07-17
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Bike Patrol with Rocky Mountain Outlook
<b>Notes/Comments</b>	Issued positive tickets for personal safety and making smart choices.

<b>Date</b>	2023-07-10
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Downtown Patrols
<b>Notes/Comments</b>	Proactive patrols in the downtown core which included having coffee with Protective Service and a check in with parking ambassadors.

<b>Date</b>	2023-07-13
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	School presentation at Elizabeth Rummel School
<b>Notes/Comments</b>	Topics included Bullying, Internet Safety, Consent, Alcohol/Drugs/Vaping, Canadian Laws, Bike Safety, Police Equipment, Recruiting amongst other topics.

<b>Date</b>	2023-07-13
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	School presentation at Our Lady of he Snows Catholic School
<b>Notes/Comments</b>	Topics included Bullying, Internet Safety, Consent, Alcohol/Drugs/Vaping, Canadian Laws, Bike Safety, Police Equipment, Recruiting amongst other topics.

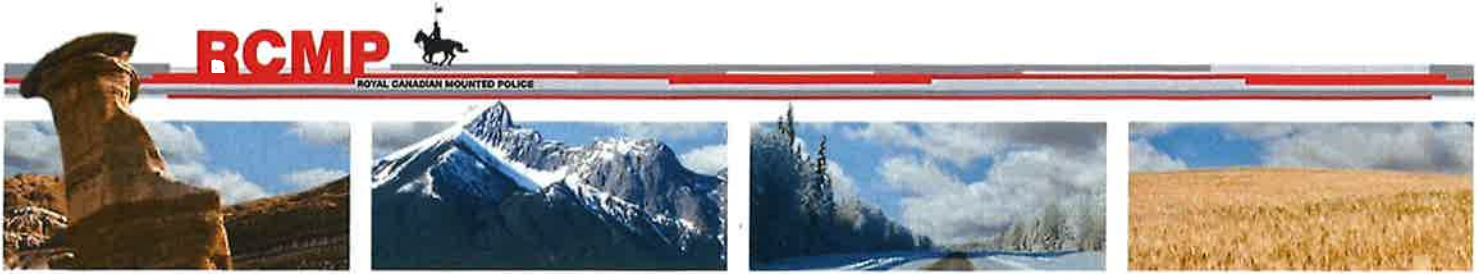


<b>Date</b>	2023-07-17
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Canmore RCMP began our Positive Ticketing initiative for the summer.
<b>Notes/Comments</b>	

<b>Date</b>	2023-07-19
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Tim Horton's Camp Day
<b>Notes/Comments</b>	Participated in Tim Horton's Camp Day at both locations in town with public engagement completed

<b>Date</b>	2023-07-19
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Meeting with Epilepsy Association of Calgary
<b>Notes/Comments</b>	Discussed training session date of September 11th for First Responders.

<b>Date</b>	2023-07-21
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Kananaskis Mountain Rescue and Emergency Services
<b>Notes/Comments</b>	Emergency Management proposed meeting dates discussed along with satellite Phone training and Positive Tickets



<b>Date</b>	2023-07-20
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Presentation at Canadian Rockies Outdoor Learning Center
<b>Notes/Comments</b>	CALM presentation. Youth were given a question and answer presentation on predominantly Recruiting; with a smaller focus on drugs, alcohol, driving offences and weapons.

<b>Date</b>	2023-07-24
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Positive Ticket Patrol
<b>Notes/Comments</b>	Positive tickets issued for personal safety, positive attitudes and making smart choices.

<b>Date</b>	2023-07-25
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Meeting with Fire Chief
<b>Notes/Comments</b>	Discuss Emergency Management and Media calls.

<b>Date</b>	2023-07-25
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Kananaskis Mountain Rescue
<b>Notes/Comments</b>	A Meeting was also held with Mountain Rescue and a joint agency meeting is being scheduled to address media calls in the Bow Valley and Kananaskis area





<b>Date</b>	2023-07-26
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Positive Ticket Patrol
<b>Notes/Comments</b>	Positive tickets issued for personal safety, positive attitudes and making smart choices.

<b>Date</b>	2023-07-27
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Protective Services Manager
<b>Notes/Comments</b>	Presented the MYFP, Staffing levels were discussed along with the 2022 CSI Report for Canmore Detachment

<b>Date</b>	2023-07-27
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Positive Ticket Patrol
<b>Notes/Comments</b>	Positive tickets issued for personal safety, positive attitudes and making smart choices.

<b>Date</b>	2023-08-01
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Positive Ticket Patrol
<b>Notes/Comments</b>	Positive tickets issued for personal safety, positive attitudes and making smart choices.



<b>Date</b>	2023-08-04
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Protective Services Manager / Manager Municipal Services
<b>Notes/Comments</b>	MYFP, Staffing, Emergency Management and Municipal Enforcement Training

<b>Date</b>	2023-08-08
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Town of Canmore
<b>Notes/Comments</b>	TRIG meeting with town employees, speaking about traffic related issues

<b>Date</b>	2023-08-09
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Protective Services Manager
<b>Notes/Comments</b>	Community Traffic Safety Plan and Q1 Reports. Update also provided for the upcoming renovation. Proposed Traffic Safety Pan forwarded

<b>Date</b>	2023-08-09
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Protective Services Manager
<b>Notes/Comments</b>	Detachment resources, emergency management and Q1 Reporting completed



<b>Date</b>	2023-08-09
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Positive Ticket Patrol
<b>Notes/Comments</b>	Positive tickets issued for personal safety, positive attitudes and making smart choices.

<b>Date</b>	2023-08-09
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Downtown Patrols
<b>Notes/Comments</b>	Proactive patrols in the downtown core which included having coffee with Protective Service and a check in with parking ambassadors.

<b>Date</b>	2023-08-10
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Downtown Patrols
<b>Notes/Comments</b>	Patrols in the downtown core which included having coffee with the Town of Canmore Fire Chief.

<b>Date</b>	2023-08-10
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Dairy Queen Days
<b>Notes/Comments</b>	Dairy Queen Days was held in the Town of Canmore and Canmore RCMP attended to assist



<b>Date</b>	2023-08-10
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Fire Chief
<b>Notes/Comments</b>	Meeting to discuss daily operations

<b>Date</b>	2023-08-15
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Protective Services Manager
<b>Notes/Comments</b>	Meeting to discuss daily operations

<b>Date</b>	2023-08-15
<b>Meeting Type</b>	Meeting with Stakeholder(s)
<b>Topics Discussed</b>	Kananaskis Mountain Rescue / Canmore Fire
<b>Notes/Comments</b>	Meeting to discuss daily operations

<b>Date</b>	2023-08-24
<b>Meeting Type</b>	Community Connection
<b>Topics Discussed</b>	Public Works BBQ
<b>Notes/Comments</b>	Attended Canmore public works BBQ



<b>Date</b>	2023-08-29	
<b>Meeting Type</b>	Meeting with Stakeholder(s)	
<b>Topics Discussed</b>	Canmore Fire	
<b>Notes/Comments</b>	Evacuation workshop with Alberta Forestry	

<b>Date</b>	2023-08-29	
<b>Meeting Type</b>	Meeting with Stakeholder(s)	
<b>Topics Discussed</b>	Canmore Emergency Management Agency	
<b>Notes/Comments</b>	Attended committee meeting	

<b>Date</b>	2023-09-03	
<b>Meeting Type</b>	Community Connection	
<b>Topics Discussed</b>	Highland Games	
<b>Notes/Comments</b>	Members attended Canmore Highland Games in Red Serge	

<b>Date</b>	2023-09-05	
<b>Meeting Type</b>	Community Connection	
<b>Topics Discussed</b>	Coffee with a Cop	
<b>Notes/Comments</b>	Attended McDonald's for this initiative and visited and answered various questions from community members.	



Date	2023-09-06
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Downtown Business Association
Notes/Comments	Main Street Safety meeting with downtown business association and the business improvement area

Date	2023-09-11
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	RCMP Criminal Operations Meeting
Notes/Comments	Discussed pre-charge approval process

Date	2023-09-11
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Epilepsy Association of Calgary
Notes/Comments	Epilepsy Awareness Meeting

Date	2023-09-12
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Town of Canmore
Notes/Comments	TRIG meeting with town employees, speaking about traffic related issues



<b>Date</b>	2023-09-19	
<b>Meeting Type</b>	Meeting with Stakeholder(s)	
<b>Topics Discussed</b>	SCAN (Sheriff's / AHS)	
<b>Notes/Comments</b>	Meeting to discuss ongoing problem residence in community	

<b>Date</b>	2023-09-20	
<b>Meeting Type</b>	Meeting with Stakeholder(s)	
<b>Topics Discussed</b>	Protection Services Manager	
<b>Notes/Comments</b>	Meeting to discuss ongoing problem residence in community	

<b>Date</b>	2023-09-21	
<b>Meeting Type</b>	Meeting with Stakeholder(s)	
<b>Topics Discussed</b>	RCMP District Officer	
<b>Notes/Comments</b>	RCMP D.O. attended Detachment for meeting	



**Community Priorities**

<p><b>Priority 1</b></p>	<p>Enhance Road Safety - Other provincial offences</p>
<p><b>Current Status &amp; Results</b></p>	<p>Canmore RCMP set up our 2023 fiscal year Enhanced Road Safety initiatives based on the Alberta Safety Calendar and community consultation. During Q2, Canmore RCMP focused on Impaired Driving , Cycling, Construction Zones, Alcohol and Drug Impairment, Aggressive Driving, Motorcycles, Aggressive Driving and Speed. Resource levels continued to be a challenge however, we partnered with Alberta RCMP Traffic and our Enhanced Traffic Program to assist with traffic enforcement and education to increase public safety. Daily proactive patrols were completed in school zones and problematic areas identified through consultation, complaints and our Automated Traffic Enforcement Program. Canmore RCMP hosted a lazer/radar and close contact training session with Municipal Enforcement and the surrounding detachment to increase our availability to conduct traffic operations. Bike Patrols were also completed along with Positive Ticketing to identify and reward safe behaviours.</p>
<p><b>Priority 2</b></p>	<p>Communicate effectively</p>
<p><b>Current Status &amp; Results</b></p>	<p>Canmore RCMP has continued to prioritize community engagement and consultation to build and maintain positive relationships within our policing jurisdiction. The Canmore RCMP has a strong relationship with our partner agencies within Canmore Fire Rescue, Municipal Enforcement, Kananaskis Mountain Rescue, Alberta Parks and the MD of Bighorn with weekly communication. During this assessment period, The Canmore RCMP hosted a Community Town Hall, held a Stoney Nakoda Cultural Event at the detachment with a BBQ for First Responders, completed recruitment sessions and expanded upon our school liaison program with additional presentations. covering various topics. We also conducted a series of presentation for businesses, associations and groups concerned with personal safety and recent social trends. Canmore RCMP had the opportunity to assist with McHappy Day and the DQ Miracle Day and additional training opportunities within Emergency Management Training with the Town of Canmore.</p>
<p><b>Priority 3</b></p>	<p>Crime Reduction</p>
<p><b>Current Status &amp; Results</b></p>	<p>The Canmore RCMP like many organization has been hit hard with resource challenges and this has continued into this assessment period with 6 of 23 ODS non operational an almost 30% vacancy pattern. As a result, Canmore RCMP continued to second resources from our GIS Units to backfill front line operational members to ensure core operations could be maintained with 24 hour policing. Despite these challenges, Canmore RCMP were able to perform curfew checks and proactive patrols resulting in stolen vehicles being recovered. 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 through the Chamber of Commerce and Business Improvement Association. Canmore RCMP is actively working with SCAN and AHS to combat crime in problematic residences in order to increase community safety.</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	July - September			January - December		
	2022	2023	% Change Year-over-Year	2021	2022	% Change Year-over-Year
<b>Total Criminal Code</b>	443	354	-20%	1,109	1,474	33%
<i>Persons Crime</i>	65	55	-15%	221	207	-6%
<i>Property Crime</i>	199	184	-8%	569	758	33%
<i>Other Criminal Code</i>	179	115	-36%	319	509	60%
<b>Traffic Offences</b>						
<i>Criminal Code Traffic</i>	9	8	-11%	54	37	-31%
<i>Provincial Code Traffic</i>	350	284	-19%	2,079	1,287	-38%
<i>Other Traffic</i>	1	1	0%	11	2	-82%
<b>CDSA Offences</b>	1	3	200%	14	8	-43%
<b>Other Federal Acts</b>	2	4	100%	20	12	-40%
<b>Other Provincial Acts</b>	130	123	-5%	473	462	-2%
<b>Municipal By-Laws</b>	100	71	-29%	304	339	12%
<b>Motor Vehicle Collisions</b>	79	92	16%	218	321	47%

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

### Trends/Points of Interest



## 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 Q2	2023 FTE Utilization Plan
Police Officers	19	15	4	1	18.0	18.0
Detachment Support						

<sup>2</sup> Data extracted on September 30, 2023 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, 15 officers are currently working with four on special leave (two Graduated Return to Work, one Parental, one Medical). There is one hard vacancy. The annual plan for Canmore is based on 18 working officers.



### Municipal Overview: Financial/O&M

Municipal Overview	Year to Date Expenditures <sup>5</sup>	Revised Plan at Q2	2023/24 Financial Plan
<b>Direct Costs</b>			
Pay	889,044	2,258,000	2,258,000
Extra Duty Pay	56,515	166,000	166,000
Equipment	2,583	243,369	243,369
Training	1,450	72,899	72,899
Unit Operations and Maintenance	59,216	161,000	161,000
Commissionnaire (guarding)	34,090	65,000	65,000
Other	22,359	150,000	150,000
<b>Total Direct Costs at 100%</b>	<b>1,067,840</b>	<b>3,116,268</b>	<b>3,116,268</b>
<b>Indirect Costs</b>			
Total Indirect Costs at 100%	606,495	1,398,047	1,398,047
Total Costs Prior to Final Adjustments at 100%	1,674,335	4,514,315	4,514,315
<b>Total Costs After Final Adjustments (at applicable cost share)</b>	<b>1,556,901</b>	<b>4,162,883</b>	<b>4,162,883</b>

<sup>5</sup> Includes expenditures up to September 30, 2023.

### Comments

The financial figures as identified above are in alignment with the recent Multi-Year Financial Plan and 2023/24 forecast.

RCMP will continue to provide your community with monthly enhanced reporting to support ongoing forecast adjustments and potential invoice revisions. This increased reporting will support ongoing management of policing budgets, while also enhancing transparency and engagement with our partners.

Quarter 2 invoicing for the 2023/24 fiscal year will be distributed no later than November 2nd. As we approach the end of the calendar year, we will continue to work with your Detachment Commander and community to align forecasts with current expenditures and expected costs, to ensure forecasts are as accurate as possible.



## Definitions

### Municipal Overview: Human Resources

FTE Utilization	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.
2022/23 FTE Utilization Plan	This reflects the number of working FTEs planned to be in place for the fiscal year.
Revised Plan at Q2	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

Year-To-Date (YTD) Expenditures	YTD expenditures reflect the actual expenditures within each category, as of the date of the report.
Revised Plan at Q2	This reflects any adjustments to the forecasted spending plan for the relevant category, which may vary as expenditures are realized throughout the year.
2023/24 Financial Plan	This reflects the target spending levels set for each category of expenditure, and the initial financial plan for the 2023/24 fiscal year.
Pay	Includes salary costs and associated allowances for police officers, civilian support, and Public Service Employee Pay, if applicable.
Extra Duty Pay	Includes direct overtime costs for police officers and (if applicable) Public Service Employees.
Operating and Maintenance	Reflects all unit operating costs, including items such as travel, fuel and vehicle repairs.
Commissionnaire Guarding	Reflects the costs of guarding prisoners within detachments.
Equipment	Includes expenditures for operational and technology equipment, police vehicles and the associated fit-up of those vehicles.
Other	This includes all remaining expenditures such as administration costs, secret expenditures and air services costs if applicable.
Direct Costs	This reflects billable costs for municipalities with populations over 15K that are specific to each detachment. They include unit-controlled costs related to overtime, travel, fuel, etc., as well as divisionally-controlled costs such as member pay, police vehicles, training, and so on.
Indirect Costs	This reflects the indirect costs associated to employees, including benefits, Canada Pension Plan and Employment Insurance rates. Also included within indirect costs are the division administration charges associated to core administration costs, special leaves and health services costs.
Total Costs Prior to Final Adjustments	Reflects total costs of all categories of expenditures prior to any adjustments at 100%



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

<b>Total Costs After Final Adjustments</b>	Reflects total costs of all categories of expenditures and any cost adjustments at the contract partner share.
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**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 have indicated that they would like access to lands within the Town of Canmore boundaries for cultural ceremonies. This would help build relationships that will assist with establishing an MOU. 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.	14-Nov-23	
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 item rests with the Stoney Nakoda Nation.	14-Nov-23	
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	The Lower Silvertip Wildlife Corridor Working Group has completed the final draft of "Management Recommendations and Implementation Plan for the LSWC". The Report is undergoing one final review by Administration and will then be circulated for signature by all landowners. Council can expect to see the report in Q1 of 2024.	8-Nov-23	
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	IT and the Municipal Clerk continue to investigate options as part of the capital project to update Council Chambers A/V. This would be part of phase 2 of this project - Agenda Management Software. An RFP is expected to be issued in November for phase 1 of the project.	2-Nov-23	
57-2022FIN	<b>Finance Committee Deliberation and Direction</b>	Explore options with regards to a car share program and report back to Council no later than the end of 2023.	29-Nov-22	Public Works Admin	A Request for Information (RFI) for car sharing was open from June 25 - August 1, 2023. Only one formal response was received, which was from a peer-to-peer car share platform. The results of this RFI and the additional research being conducted by Administration will be presented at the December COW.	1-Dec-23	18-Dec-23
120-2023	<b>Housing Accelerator Fund Action Plan</b>	Direct administration to report back to Council with proposed amendments to the Land Use Bylaw and policy amendments to phase out "Tourist Home" as a use.	6-Jun-23	CST	The Livability Task Force began meeting October 10, 2023 and have held three meetings. One additional meeting is scheduled. A final report is expected at the January 9 Council meeting.	1-Nov-23	
121-2023	<b>Housing Accelerator Fund Action Plan</b>	Direct administration to return to Council with a report on property tax policy options to incentivize purpose-built rentals and full-time/long-term occupancy of residential units.	6-Jun-23	CST	The Livability Task Force began meeting October 10, 2023 and have held three meetings. One additional meeting is scheduled. A final report is expected at the January 9 Council meeting.	1-Nov-23	
122-2023	<b>Housing Accelerator Fund Action Plan</b>	Direct administration to investigate and report back on changes to residential districts in the Land Use Bylaw that can facilitate provision of additional housing supply.	6-Jun-23	CST	Administration intends to commence this work in 2024.	22-Aug-23	
124-2023	<b>Housing Accelerator Fund Action Plan</b>	Direct administration to report back on options and funding required for adding a comprehensive planning process to establish parameters to consider infill, or "missing middle" housing opportunities in established neighbourhoods and explore options for eliminating single detached dwellings.	6-Jun-23	CST	Administration intends to commence this work in 2024.	22-Aug-23	
191-2023	<b>Facilities Use Decision Framework Existing Firehall</b>	Direct administration to issue a Request for Expressions of Interest for third party interest in the remaining spaces at the Fire Hall and report back to Council for a decision.	15-Aug-23	Facilities	A Request for Expressions of Interest was posted on October 30. The recommendation for potential third party interests will be presented to Council in 2024.	1-Nov-23	
193-2023	<b>2023 Capital Budget Amendment Large Item Collection Vehicle</b>	Direct administration to return during the 2025 budget process with a review of the large-item pickup service level and provide recommendations on ways to increase potential circular economy opportunities to expand the reuse and sharing economy for residents.	15-Aug-23	Solid Waste	Work will occur in 2024 as part of the 2025 budget development.	1-Nov-23	
200-2023	<b>Retail Gap Analysis and Light Industrial and Commercial Land Review</b>	Direct administration to return with recommended amendments to the Land Use Bylaw and Municipal Development Plan to discourage the provision of employee housing in industrial districts.	5-Sep-23	Planning	Planning will bring forward recommended amendments at the beginning of Q2 2024.	9-Nov-23	
238-2023	<b>Municipal Election Sign Options</b>	Direct administration to prepare (1) an Election Sign Bylaw that restricts municipal election signage to private property except for four public property locations recommended by administration where a candidate may place one sign, and (2) an amendment to the Town's Land Use Bylaw to remove the political campaign signs section.	3-Oct-23	Municipal Enforcement	Municipal Enforcement will bring forward a draft bylaw to Council by the end of Q1 2024 that will also include the necessary amendments to the Land Use Bylaw.	8-Nov-23	
254-2025	<b>Committee Appointments</b>	Direct administration to bring a Code of Conduct for Council Appointees to Council for consideration.	24-Oct-23	CST			

48-2023FIN	<b>Follow-Up and Budget Deliberations</b>	Moved by Mayor Krausert that the Finance Committee direct administration to advise Council when the \$10,000 fruit tree incentive program is fully subscribed for 2024.	14-Nov-23	Finance			
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# Correspondence

**DATE OF MEETING:**

**Agenda #: H**

- 1. To Premier and Ministers Requesting Exclusion of Housing Projects from Municipal Debt Limits**
- 2. From Albert Public Safety and Emergency Services Announcing Freeze Extension for Automated Traffic Enforcement**
- 3. To Ministry of Forestry and Parks Requesting Completion of the Bow Valley Wildfire and Vegetation Management Plan**



Town of Canmore  
 902 7th Avenue  
 Canmore, Alberta T1W 3K1  
 Phone: 403.678.1500 | Fax: 403.678.1534  
 www.canmore.ca



November 20, 2023

Via Email:

[premier@gov.ab.ca](mailto:premier@gov.ab.ca)  
[minister.municipalaffairs@gov.ab.ca](mailto:minister.municipalaffairs@gov.ab.ca)  
[SCSS.minister@gov.ab.ca](mailto:SCSS.minister@gov.ab.ca)

**The Honourable Danielle Smith, MLA**  
 Office of the Premier  
 Government of Alberta

**The Honourable Ric McIver, MLA**  
 Minister of Municipal Affairs  
 Government of Alberta

**The Honourable Jason Nixon, MLA**  
 Minister of Seniors, Community and Social Services  
 Government of Alberta

Dear Premier Smith, Minister McIver, and Minister Nixon:

**RE: Excluding Housing Projects from Municipal Debt Limits**

As requested by Premier Smith during a recent discussion with her, I'm providing this letter regarding the idea of excluding housing project financing from municipal debt limits.

On November 7<sup>th</sup>, 2023, Town of Canmore Council unanimously passed the following motion:

*That Council direct Mayor Krausert to advocate to the government of the Province of Alberta to not include debt taken by a municipality or a municipal wholly owned subsidiary for the purposes of financing non-market or affordable housing development, whether for resident ownership or rental, in the calculation of debt that is subject to the municipal debt limit.*

***The Challenge***

Upon a recent visit to Canmore as well as during a meeting with the Mid-sized Cities Mayors' Caucus, Premier Smith challenged municipalities to advise the provincial government of any barriers, which, if removed, would assist municipalities to address the current housing crisis. For reasons explained below, one such barrier is the requirement to include municipal debt taken to develop non-market or affordable housing projects against our municipal debt limit.

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In Canmore, with the highest cost of living in the province largely due to housing, we are taking bold steps to address the dire housing needs of our residents. One such bold step was the recent Council approval of the Palliser Trail Area Structure Plan, which will provide up to 1,300 residential units on lands controlled by either the Town of Canmore or its housing subsidiary, Canmore Community Housing. Our next step is to as quickly as possible initiate several concurrent affordable, non-market housing projects to meet the housing needs of our residents. However, even though Canmore stays well below a self-imposed debt limit (i.e., below 75% of our allowable municipal debt limit), there is likely not enough debt space to finance a significant housing project, let alone several concurrent projects.

### ***The Solution***

Fortunately, there is a simple solution that will help the municipality immensely while costing the Government of Alberta not a single cent. The solution is to amend s. 252 of the *Municipal Government Act* (“MGA”) to state that borrowing made by a municipality or a wholly owned subsidiary of a municipality to pay for development of non-market or affordable housing does not count against the debt limit or debt service limit of the municipality. Of course, in doing so the principle underlying the debt limit requirement is still satisfied in that the municipality is not overextending itself due to this financing being (i) fully secured by the real estate asset and (ii) the debt associated with it would be fully serviced and repaid through sale and/or rental of the housing units built.

I request that you please consider addressing this issue by amending the *MGA* as suggested herein or taking whatever other action you deem appropriate to address the challenge described above. Of course, in doing so you would not only benefit the Town of Canmore in its efforts to meet the housing crisis, but also benefit all other Alberta municipalities seeking to do likewise.

Thank-you for your consideration of this request, and I would be pleased to meet with you to discuss.

Respectfully,

Mayor Sean Krausert

cc. MLA Sarah Elmeligi, Banff-Kananaskis  
Mayor Tyler Gandam, President of Alberta Municipalities  
Mayor Jeff Genung, Chair of Mid-sized Cities Mayors’ Caucus

AR 27821

November 27, 2023

Hie Worhip Sean Krausert  
Mayor  
[sean.krausert@canmore.ca](mailto:sean.krausert@canmore.ca)

Dear Mayor Krausert:

Over the past year, the Government of Alberta reviewed its Provincial Automated Traffic Enforcement (ATE) Program to determine if the significant amendments to the ATE Guideline (Guideline), released in 2021, had an impact on assuring Albertans that this technology is being used strictly for traffic safety and not revenue generation.

After a year of operating under the 2021 Guideline, the review of the data collected and provided by all police services/municipalities was inconclusive in determining if ATE increased traffic safety in Alberta. However, the data did clearly show that a relatively small number of sites are responsible for a disproportionate amount of the revenue generation.

Therefore, the government has determined that the current freeze will remain in place until December 1, 2024, or such time the government decides to end the freeze. The attached Directive provides further details on the continuation of the freeze.

The continuation of the freeze will not only allow the government to continue its review of the data, but also engage with police services and municipalities in 2024 to discuss the issue of “fishing holes” and to identify ways to focus ATE on traffic safety and not for the generation of revenue.

In addition to this focused engagement and review, Albertans expect that immediate action is taken around sites that are focused on revenue generation. To that end, government is directing that ATE be removed from ring roads in Calgary and Edmonton by December 1, 2023. These units may be re-positioned in designated zones to protect vulnerable Albertans (i.e., school, playground, and construction zones) as per the Directive.

I want to be open and state that if there are no reasonable alternative solutions presented during the engagement with police services and municipalities on ways to eliminate “fishing holes” and ensure ATE use focuses on traffic safety, the government will seriously consider limiting ATE to only school, playground, and construction zones as a resolution.

Representatives from both the Ministry of Transportation and Economic Corridors and Ministry of Public Safety and Emergency Services will be in contact with the police services and municipalities in early 2024 to schedule engagement sessions.

Should you have any questions regarding the decision by the government related to the prohibition on the ring roads or the extension of the freeze, please contact Ms. Kristin Ward Diaz, Executive Director, Modernization and Strategic Integration, Ministry of Transportation and Economic Corridors at [Kristin.warddiaz@gov.ab.ca](mailto:Kristin.warddiaz@gov.ab.ca).

Thank you for your continued support to traffic safety in Alberta.

Sincerely,

A handwritten signature in black ink, appearing to read 'P. Lemieux', is written over a horizontal line.

Peter Lemieux  
Acting Assistant Deputy Minister  
Director of Law Enforcement

Attachment

cc: Sergeant Jack Wrobel (Acting)  
[Jack.Wrobel@rcmp-grc.gc.ca](mailto:Jack.Wrobel@rcmp-grc.gc.ca)

## ATTACHMENT

### Ministry of Public Safety and Emergency Services Policy Direction - Automated Traffic Enforcement Technology Freeze

I have been directed by the Minister of Public Safety and Emergency Services, in collaboration with the Minister of Transportation and Economic Corridors, to inform you that the freeze related to automated traffic enforcement equipment/technology will be **extended until December 1, 2024, or such time the government decides to end the freeze.**

The details regarding the extended freeze are as follows:

- There will be no review/approval of new automated traffic enforcement locations, equipment and/or technology;
- No increase in amount of intersection safety devices and mobile units, currently being used. For example, if your municipality has ten intersection safety devices and five mobile units, this number cannot increase;
- Intersection safety devices cannot be moved to a different locations;
- Mobile units may continue to be moved between existing, approved locations;
- Requests from municipalities/police services to begin operating a new automated traffic enforcement program will not be approved;
- Municipalities/police services requiring to enter into a contract with a new or existing contract service provider during the extended freeze may do so provided the types of automated traffic enforcement equipment and/or technology have been previously approved; and
- Needed upgrades designed to fix known issues with automated traffic enforcement equipment/technology, will be considered on a case-by-case process by the Ministry of Public Safety and Emergency Services.

The continuation of the freeze will allow the government to engage with police services/municipalities in 2024 to discuss the issue of “fishing holes” and identify ways to focus ATE on traffic safety and not revenue generation.

If you require clarification on the details of the extended freeze, please contact Mr. Sean Bonneteau, Director of Law Enforcement Standards and Audits at [sean.bonneteau@gov.ab.ca](mailto:sean.bonneteau@gov.ab.ca).

Town of Canmore

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canmore.ca



November 22, 2023

Sent by Email:  
*fp.minister@gov.ab.ca*

**The Honourable Todd Loewen**  
Minister of Forestry and Parks  
Government of Alberta

Dear Minister Loewen:

**Re: Bow Valley Wildfire and Vegetation Management Plan**

I am writing to request your assistance at the earliest opportunity.

On an ongoing basis, the Town of Canmore assesses hazards from naturally occurring events that might impact our community. Not surprisingly given our location and the millions of visitors that come to the Bow Valley annually, the risk of catastrophic wildfire is our top safety priority.

Canmore is surrounded by a 90-year-old mature forest of highly flammable spruce trees that are largely under the management of the provincial government. To the west, Parks Canada is working to reduce the wildfire hazard in Banff National Park. However, Wind Valley to the south has a large fuel load that requires fuel modification to prevent a fire from growing and overwhelming firefighting capabilities. Typical winds have changed, and the Town has done research showing southern winds are prevalent. Accordingly, this fuel load constitutes a real and present danger to Canmore and nearby communities.

Several members of Town of Canmore Administration sit on the Bow Valley Wildfire and Vegetation Management Committee that is led by Ministry staff. My understanding is that your staff have been working on a document entitled "Bow Valley Wildfire and Vegetation Management Plan." This plan needs to be a top priority as no hazard reduction can occur without a plan.

My request is that you please direct your staff to make completion of the Bow Valley Wildfire and Vegetation Management Plan a top priority and release it to committee members for their review. It is imperative that we not only expedite the release, review, and adoption of this plan; but that there is swift execution on it to protect Canmore and other Bow Valley communities from the sort of catastrophic wildfire incident that we saw all too many of this past summer. Time has never been more of the essence.

Mitigation of wildfire risk also has some concurrent benefits. As you know, our valley is a magnet for tourism and the economic development that accompanies that tourism, and wildfire mitigation therefore also serves to protect a significant source of local and provincial revenue. Further, a mosaic vegetation management approach will not only decrease wildfire behaviour but would also constitute habitat enhancement to support a variety of species of wildlife who share this valley with us. In short,

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mitigation of wildlife risk would protect and benefit the many thousands of residents of the Bow Valley, the wildlife, and millions of visitors to this area. A win-win-win.

Thank-you in advance for your immediate attention to this matter, and I would be pleased to discuss this with you further.

Sincerely,

A handwritten signature in blue ink that reads "Sean Krausert". The signature is fluid and cursive.

**Sean Krausert**

*Mayor*

cc.      MLA Sarah Elmeligi  
          Reeve Lisa Rosvold, MD of Bighorn  
          Mayor Corrie DiManno, Town of Banff  
          CAO Sally Caudill, Town of Canmore